

**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
THURSDAY, March 18, 2010– 3:30 PM**

The Franklin Transit Authority met on Thursday, March 18, 2010 at 3:30 pm in the Transit Center Conference Room.

Members present

Preston Elliott, Chair
Bob Horner
Dale Thomas
Hays Waldrop
Nancy Williams
Pearl Bransford

Debbie Henry, TMA Executive Director
Sue Conner, TMA Staff
Calveta Burger, TMA Staff
Allyson Shumate, TMA Staff
Felix Castrodad, MPO
Kristen L. Corn, City of Franklin Legal
Erin Reinders, City of Franklin Long Range
Planning Department

Others Present

1. Call to Order

Chairman Preston Elliott called the meeting to order.

2. Roll Call/Confirm Quorum

Chairman Preston Elliott confirmed that there was a quorum.

3. Public Comment

Chairman Preston Elliott asked for public comments; none given.

CONSENT CALENDAR

5. Minutes January 21, 2010 Regular Meeting

Alderman Pearl Bransford motioned to approve the minutes of the January 21, 2010 regular meeting. Mr. Bob Horner seconded the motion. Motion carried unanimously.

OLD BUSINESS

6. Year – to – Date Financial Statement

Ms. Henry presented the year to date financial statements to the Authority, and commented the Authority is on track for the fiscal year, with 67% of budget year having elapsed and we are tracking 60% of the budget expended. Fare box revenues were discussed, noting that at this point, revenue is higher than at this time last year.

7. Transit Ridership Report

Ms. Debbie Henry reported the ridership for the months of January and February 2010. She stated that Franklin Transit operating costs continue to track downward. Discussion was had about the positive response of TODD service in the area. Chairman Preston Elliott shared the development of TODD service. Ridership is trending upward.

8. Capital Projects Reports

Ms. Debbie Henry reviewed the capital project report and milestone status for major projects. Chairman Preston Elliott shared information about the AVL/Dispatching equipment/software. Ms. Sue Connor discussed potential locations of shelters.

Chairman Preston Elliott called for a motion to accept the Financial Report, Transit Report and Capital Project Report. *Mr. Hays Waldrop motioned, Mr. Dale Thomas seconded and the motion passed unanimously.*

NEW BUSINESS

9. Approval of State Matching Contract for 5309 grant
Mrs. Allyson Shumate briefed the Board on the contract from the State of TN DOT, which matches funds in the Federal Transit Administration annual allocation for 5309 funds. The contract is for 10% matching in the amount of \$22,128.00. The contract is for capital expenditures for a supervisor vehicle, facilities and additional needs for ITS systems. *Mr. Bob Horner motioned to approve the state contract. Mr. Hays Waldrop seconded and motion passed unanimously.*

10. Consideration of Proposed FY 2011 Budget
Ms. Henry briefed the Authority on the proposed transit budget for the FY 2011. The highlights of the budget included adding service and staff with only a \$2500 additional request from the City of Franklin General Fund. Ms. Henry informed the Authority the budget will be presented to the BOMA on April 22, 2010. Alderman Bransford encouraged all authority members to attend. *Mr. Hays Waldrop motioned to approve the FY 2011 budget as presented in the handout. Mr. Dale Thomas seconded and the motion passed unanimously.*

11. Consideration of contract amendments for the Transit Operation Contract
Mrs. Kristen Corn from the City of Franklin Legal Department, briefed the Authority on the referenced amendments to the operating contract between the Franklin Transit Authority and the TMA Group. The current contract language requires capital purchases be included in the City's Capital Improvement Plan. This was not the intent and will be removed. It was clarified this was mainly a housekeeping item. *Mr. Hays Waldrop motioned to approve the contract amendments. Mr. Bob Horner and Alderman Bransford seconded and the motion passed unanimously.*

12. Acknowledgement of Transit Vehicle Storage Location
Ms. Debbie Henry briefed the Authority on the opportunity for the TMA Group to enter into lease agreement with Williamson County for the use of the former highway department facilities for use of vehicle storage and cleaning. This is a much improved facility with indoor plumbing, heat, and insulation. The terms and costs of the leases were discussed and it was clarified that the costs would be covered by 5307 and 5309 grant funds. Chair Preston Elliott requested staff explore if the difference between the fair market value and the lease price could be counted as in-kind match from Williamson County. *Mr. Hays Waldrop motioned to acknowledge the new storage location for the transit vehicles. Mr. Bob Horner seconded and the motion passed unanimously.*

13. Service Expansion Discussion
Ms. Erin Reinders briefed the Authority on the ability to extend service outside the city of Franklin. The issue was researched by City of Franklin legal counsel and it was determined the Authority has the ability to extend service into the Brentwood area of Cool Springs or other areas as needed or determined appropriate. It was discussed that TMA staff would begin discussions with city of Brentwood and determine potential service expansion areas for the Authority's consideration.

OTHER BUSINESS

11. Adjourn
The meeting was adjourned at approximately 5:00 pm.

Preston Elliott, Chairman