



Birmingham-Jefferson County Transit Authority
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CORRECTED COPY – DESTROY ALL OTHERS JANUARY 30, 2008

BOARD MEETING MINUTES
Wednesday, December 19, 2007

Opening: The Regular Meeting of the Board of Directors of the Birmingham-Jefferson County Transit Authority was called to order by the Chairman, Brian Hamilton, on December 19, 2007 at 12:00 p.m. in the Public Meeting Room, located at Central Station, 1735 Morris Avenue, Birmingham, Alabama 35203.

Members Present: Frank C. Galloway, Jr, Brian Hamilton, Johnnye P. Lassiter, Chris Lewis, Ronald Lyas, Doris Powell, and Rev. Patrick Sellers.

Members Absent: Walter Jones, Guin Robinson

Others Present: David C. Hill, Richard Nardecchia, Debra Anderson-Burse, Collina Washington, Julie McMillan, William Copling, Sylvia Jenkins, Jacquese Gary, Kenneth Simon, Joi Scott, Jesse Lewis, Officer Christopher Bolling, Judy Gordon, Kevin Owens, and John Meehan.

Brian Hamilton asked the assembly to observe a moment of silence.

Rev. Patrick Sellers led the assembly in the recitation of the **Pledge of Allegiance**.

Adoption of the Agenda: The agenda was adopted as presented by general consent.

Adoption of the Minutes: The following minutes were adopted by general consent with the said corrections:

- Regular Meeting of the Board of Director's – November 28, 2007
Three (3) corrections to the November 28, 2007 Regular Board Meeting Minutes:
 - Page 8 – Roll Call Vote for Patrick Sellers-Secretary/Treasurer
 - By a unanimous vote, Rev. Patrick Sellers was **elected** to serve as Secretary/Treasurer for FY 2008.
 - Page 9 – Roll Call Vote for Johnnye P. Lassiter – Vice-Chairman
 - By a **5-4** vote, Ms. Johnnye P. Lassiter was **elected** to serve as Vice-Chairman for FY 2008.
- Summary of Meeting with Mayor Langford – December 3, 2007

One (1) correction to the Meeting with Mayor Larry Langford: “He also requested an outline of how we are utilizing the one million dollars and when new buses would be ordered.” Mr. Hamilton did not know what this should say, but thought it was inaccurate and requested that the minutes are reviewed again for accuracy. Upon further review of the minutes, the statement was referencing the approximate one million dollars that the fare increase was to create.

Committee Reports

Finance Committee: Johnnye P. Lassiter reported that the Finance Committee did not meet individually, and therefore there is no additional information to bring before the Board.

Human Relations Committee: Ronald Lyas reported that the Human Relations Committee did not meet individually, and therefore there is no additional information to bring before the Board.

Program Development: Rev. Patrick Sellers reported that the Program Development Committee did not meet individually, and therefore there is no additional information to bring before the Board.

Chairman’s Report – Mr. Hamilton gave special recognition to Rev. Sellers, Ms. Lassiter, Guin Robinson, and Dr. Jesse Lewis for their participation with the Birmingham News Editorial Board meeting. He thanked all board members for their participation with the Interest and Qualifications meeting with Mayor Larry Langford, and thanked staff for their prompt response to the requests of the Mayor. On December 12, Chris Lewis, Mr. Hill, and Mr. Hamilton attended a meeting with the Executive Staff of the Alabama Business Council, organized by Mr. Lewis as the Human Relations sponsor. From this meeting, it was determined that Mr. Hill will become a member of the Alabama Business Council.

Mr. Hamilton stated that all board members and staff should begin to refer to Category II of the Gantt chart as Investor Relations and refer to Category III as Workforce Development.

Mr. Hamilton expressed appreciation to Ms. Lassiter, Rev. Sellers, Mr. Lewis, William Copling, Director of Operations and Maintenance, Collina Washington, Procurement Manager, and Richard Nardecchia, Chief Financial Officer, for their attendance at the Governor’s Luncheon sponsored by the Birmingham Chamber of Commerce.

Executive Director’s Report

Transit Plan

Mayor Langford gave BJCTA two directives: (1) develop a transit plan including streetcars and (2) improve the current transit system. A PowerPoint presentation of the Transit Plan was presented by Mr. Hill. (Transit Plan included behind meeting minutes.)

Doris Powell commented on the Transit Plan suggesting that the Streetcar Committee should also include a citizens/transit advocate. Mr. Hill responded that a citizen's advocate representative would be added to the committee. Ms. Powell also stated that in constructing the streetcar routes consideration should be given to beginning around 1st Avenue and 14th Street North by Innovation Depot up to Eighth Avenue by the new Social Security building, and then around to pick up the Federal Buildings. She asked if the buses would go outside of the city limits of Birmingham. Mr. Hill stated that the route chosen is only phase one of the plan; however, Mayor Langford will make the final decision on where the route will run.

Mr. Hamilton requested that Ms. Powell document her concerns in written form and present it to the board and Mr. Hill.

Vestavia Hills Bus Shelters

All three permits have been provided to BJCTA for installation of the Vestavia Hills bus shelters. Staff has been instructed to make these bus shelters their number one priority.

Employee of the Month

Mr. Hill presented the employee of the month - Ms. Sylvia Jenkins

Operations Report

William Copling, Director of Operations and Maintenance, reported that he has had meetings with the Transportation Management Staff about upcoming transit plans and about how to make MAX a world class organization. He has focused on emphasizing the customer service aspect, working efficiently and in a timely manner. In the meetings with the managers, he has stressed the importance of being proactive and not reactive, attacking situations before they arise.

Finance Report

Richard Nardecchia, Chief Financial Officer, reported that as of the November 30, 2007 Balance Sheet, assets were \$29,050,896.39 while total liabilities were \$7,503,327.86. The Income Statement for the month ending November 30, 2007, details year to date revenues of \$4,122,915.30 and expenses of \$4,356,716.85 resulting in a difference of \$(233,801.55). The total cash and cash equivalents as of November 30, 2007 was \$1,638,140.01 of which \$1,611,896.05 was the balance in our operating and money market accounts. Total debt owed to Compass Bank as of November 30, 2007 was \$1,690,354.90. Total overall variance with the budget is a positive \$216,215.33.

Marketing Report – Dr. Jesse Lewis requested that the Board allow him to write a report and send to them at a later time.

Resolutions for Consideration and Approval

- A. Resolution No. 2008-08-** Authorization for the Executive Director to Award IFB 08-02 to Petroleum Traders and Execute the Contract for the Purchase of Low Sulfur #2 Diesel and Unleaded Fuels was tabled.

Discussion – Mr. Hamilton stated that Petroleum Traders has not responded to the Board's request for a meeting with them. In addition, he stated that the Board has not had an opportunity to review the contract (provided at the meeting) and requested that the resolution is sent to the appropriate Committees for discussion and consideration.

Ms. Washington, Procurement Manager, reported that the Fuel contract will terminate January 13, 2008. Mr. Copling and Ms. Washington have made provisions to ensure that BJCTA has fuel through the end of January, purchasing futures through January 31, 2008. Ms. Washington stated that if the Resolution is tabled and not having a fuel contract will place operations in an awkward position. The fuel contract was an invitation for bid. Fuel is a commodity, and for that reason, there is not room for negotiation. The price differential is what can be negotiated. Another invitation for bid may be performed, but an extension of the current contract would have to be negotiated.

Mr. Hill stated that in years past, BJCTA had purchased fuel on a month to month basis, and if necessary, that can be done until such time that the Board has made a decision on the fuel contract.

Mr. Hamilton requested to review all analysis of the process utilized to select Petroleum Traders, and if possible, that a representative be present at the committee level meeting to make a presentation.

At the request of Mr. Hamilton, Rev. Sellers moved that the Board authorize the Executive Director to purchase fuel on a month-to-month basis. The motion was seconded by Ms. Powell and approved by unanimous consent.

Ms. Lassiter requested that all upcoming contracts are submitted to the Board with all Resolutions, as had been previously requested.

- B. Resolution No. 2008-09-** Amendment of Resolution No. 2006-44 which Authorized the Birmingham-Jefferson County Transit Authority to Purchase a Digital Transit Radio System from Motorola was moved by Sellers, seconded by Lewis, and approved by general consent.

Old Business – None

New Business – None

Public Comment – None

