



Birmingham-Jefferson County Transit Authority
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BOARD MEETING MINUTES

Wednesday, March 28, 2007

Opening: The Regular Meeting of the Board of Directors of the Birmingham-Jefferson County Transit Authority was called to order by the Vice Chairman, Ronald Lyas, in the City Council Chambers, located at Bessemer City Hall, 1800 Third Avenue North, Bessemer, Alabama 35020 on March 28, 2007 at 12:01 p.m.

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

Members Absent: Walter Jones and Guin Robinson

Others Present: David C. Hill, Kenneth Simon, Mike Vercher, Joi Scott, Richard Nardecchia, Julie McMillan, Chris Leffert, L. A. Moss, Debra Anderson-Burse, David Russell, Rosie P. Harris, Willie Petty, Bill McCabe, Arthur Johnson, Sylvia J. Kennedy, Tunisia Minnifield, Rev. Thomas Franklin, Al Rollins, Marva Douglas, Dorothy Davidson, Frank E. Hutchins, Jacquese Gary, Officer Christopher Bolling and LaChaune Slater.

Mr. Lyas asked the assembly to observe a moment of silence.

Mr. Lyas 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 approved by general consent:

- Regular Meeting of the Board of Directors – February 28, 2007
- Human Relations Committee – March 21, 2007
- Finance Committee – March 22, 2007

Mr. Lyas expressed his gratitude to the City of Bessemer for hosting the Regular Meeting of the BJCTA Board of Directors.

Committee Reports

Finance Committee: Ms. Lassiter reported that the Finance Committee met on Thursday, March 22 and all committee members were present. There were no resolutions or recommendations. A request was made for the Finance Department to provide the following:

1. All contracts, new and renewed, for FY 2006.

2. All contracts to be renewed for FY 2007.
3. A list of all vendors and respective invoices for FY 2006 to date.
4. A list of expenses for renovations to the Eighth Avenue Operations Facility and Central Station.
5. Report of BJCTA dollars spent (in percent form) with minority businesses.
6. A copy of the flow chart of the Finance Department's Separation of Duties.

Human Relations Committee: Mr. Hamilton reported that the Human Relations Committee met on Wednesday, March 21, and staff has begun to move forward in implementing the World Class Customer Service and World Class Safety initiatives outlined in the HR Committee Strategic Plan.

Program Development: Ms. Powell reported in Mr. Jones' absence that the Program Development Committee did not meet during the month of March.

Mrs. Lassiter expressed her concern that the Program Development Committee has only met once in the past four months. She also inquired if there is any particular reason the Committee has not met.

Transit Advisory Committee: Herb Patterson, Secretary of the Transit Advisory Committee, reported in the absence of the President, James Clark. The Committee brought forward one question regarding the status of additional TAC members and when the resolution would be approved by the Jefferson County Commission. Mr. Hamilton will follow up with Mr. Patterson. The next meeting is scheduled to be held Saturday, April 7 at 10:00 a.m.

Chairman's Report – No report in the Chairman's absence.

Ms. Slater reported that the Annual Board of Directors Strategic Planning Retreat will be held Friday, April 13 and Saturday, April 14 at the Renaissance Ross Bridge Golf Resort and Spa.

Ms. Powell will not be able to participate due to a previously scheduled Neighborhood Meeting.

The Annual MAX Bus Roadeo and Family Fun Festival will be held Saturday, April 21. The Roadeo is a competition among Bus Operators. The competition includes maneuvering buses through an obstacle course that simulates daily driving instances. The winner of the Local, International competition will progress to the International Bus Roadeo to be held in Nashville, Tennessee May 4 and 5, 2007. Mr. Lyas encouraged everyone present to attend this year's Roadeo and support all participants.

Mr. Lyas also asked the Executive Director to give an update regarding the Legislative Conference held in Washington, D.C. March 11-13. Mr. Hill reported that BJCTA

representatives, Rev. Patrick Sellers, Debra Anderson-Burse and David Hill, met with Senators Sessions, Bacchus and Shelby and Representative Davis and found that they were disheartened with the region's lack of contributions to the transit industry. Should the Authority receive dedicated funding, there will not be any money from Federal sources for the purchase of new vehicles. 54 million dollars was requested for capital projects. The government representatives pledged their support.

Mr. Lyas attended the COMTO portion of the Legislative Conference held March 8-11. He reported that the three-day meeting involved chapter presidents from COMTO chapters throughout the country. COMTO is a viable organization that has a great impact in the United States.

Ms. Powell inquired of the HR Committee regarding the intern initiatives. Ms. Slater then explained the Job Shadowing Day scheduled to be held the week of April 16. Mr. Lyas expressed his excitement in working with the upcoming initiatives.

Ms. Lassiter inquired about the upcoming Transportation Means Business Conference to be held in Montgomery April 8. Mr. Lyas expressed his concern and discontent that BJCTA has not been involved in the preparation of this meeting. However, other organizations from the local Birmingham area and the state of Alabama have been involved.

Executive Director's Report

1. **Bus Stops and Shelters** – Mr. Hill reported that the system-wide bus stops installation is now complete.

Vestavia Hills Bus Shelter Installation: Still awaiting permits from ALDOT. Staff is in the process of fulfilling additional requests.

Mr. Hamilton inquired how long have we been working on the Vestavia Hills Bus shelter Installation. Mr. Hamilton requested a cost figure of exploring this project.

Mr. Kelley suggested that Mr. McGinnis of ALDOT is contacted, as well as Senator Jabo Waggoner, and explain the resistance. Mr. Lyas asked the Executive Director to follow-up on Mr. Kelly's suggestion. Mr. Kelly agreed to personally follow up once he receives all associated information.

Ms. Powell stated that she will present the mentioned concerns to the Program Development Committee Chair.

Fountain Heights Bus Shelter Installation: The permits have been received and the shelters are ready to be installed. Ms. Powell expressed her gratitude.

Transit Radios: The recently installed transit radios proved beneficial during the recent tornado damage in the Adamsville area. BJCTA was able to contact the Emergency Management Agency directly.

Customer Complaints: For the month of February, there were only 17 total complaints compared to over 50 complaints a few months ago.

Employees of the Month: William "Bill" McCabe, Facilities Department and Arthur Johnson, Maintenance Department were presented as Employees of the Month. Mr. Al Rollins, Maintenance Manager, presented the award to Mr. Johnson. Mr. Lyas thanked both employees and expressed the need for the general public to know that MAX has a dedicated staff.

TDP Update: Sylvia Kennedy reported that there have been numerous changes at Wilber Smith and completion of the TDP should be completed by April 30. Mr. Hamilton asked how the TDP is funded. Ms. Kennedy explained that it is shared between BJCTA and the Regional Planning Commission. There is also Federal funding provided.

Ms. Powell thanked Ms. Kennedy and Wytangy Peak for accompanying her to a neighborhood meeting in order to explain route service changes.

Marketing Report – No report was provided in the Lewis Group's absence.

Financial Report – Mr. Richard Nardecchia reported that as of the February 28, 2007 Balance Sheet, assets were \$33,374,726.92 while total liabilities were \$9,398,126.54. The Income Statement for the five months ending February 28, 2007, details year to date revenues of \$11,260,901.58 and expenses of \$10,995,586.77 resulting in a difference of \$265,314.81. The total cash and cash equivalents as of February 28, 2007 was \$4,343,218.80, of which \$4,079,485.01 was the balance in our operating and money market accounts. Total debt owed to Compass Bank as of February 28, 2007 was \$2,185,278.85.

Mr. Hamilton asked if there is really savings or will the positive variance decrease as the year progresses. Mr. Nardecchia explained that savings reflected is because of an increase in ad valorem funding.

Mr. Kelly commended the Finance Department for closing monthly records in one day.

Ms. Lassiter announced that she spoke with a representative from the audit firm, Carr, Riggs and Ingram, and they will be present at the next board meeting to defend the audit summary.

Ms. Powell asked Mr. Hill to update the Board regarding the Intermodal Facility meeting with FTA. Mr. Hill explained that the facility will be completely funded by the City of Birmingham and FTA. Other organizations involved are Greyhound and AmTrak. Mr. Hill will ask a representative to update the Board once funds have been awarded.

Resolutions for Consideration and Approval - None

Old Business

Ms. Lassiter noted that someone called her regarding a bus stop sign. She thanked staff for making suggested repairs.

New Business - None

Public Comment

- Mr. David Russell, 1625 Brookfield, addressed the Board regarding Salaries. He suggested that the salaries of security personnel and bus operators are increased. He also expressed his discontent with litter within the Scott School community.

The rules were suspended to allow Mr. Frank Hutchins to speak.

- Mr. Frank Hutchins complimented Ms. Lassiter for following up with his concerns. He also explained that Bus #2030 experienced mechanical problems while traveling the #1 South Bessemer route. Mr. Rollins assured that the problems would be fixed.

Mr. Hamilton asked staff to follow-up in writing with concerns expressed during Public Comment.

Ms. Lassiter announced that the Bessemer City Council President was present at the Board Meeting. Ms. Dorothy Davidson thanked Ms. Lassiter for representing the City of Bessemer and thanked BJCTA for hosting the meeting in Bessemer.

Also present were the Bessemer TAC representative and Rev. Thomas Franklin, Pastor of Ward Chapel AME Church.

The **Meeting Adjourned** at 1:40 p.m. The next **Regular Meeting of the Board of Directors** will be held **Wednesday, April 25, 2007, 12:00 p.m.** at Central Station, 1735 Morris Avenue, Birmingham, AL.

Minutes submitted by: LaChaune N. Slater

Date: _____

Approved by:

Guin Robinson, Chairman

Attest:

Johnnye P. Lassiter, Secretary/Treasurer