

**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
Thursday, January 21, 2016 - 3:30 pm**

The Franklin Transit Authority met on Thursday, January 21, 2016 at 3:30 pm
708 Columbia Avenue, Franklin, TN

Members present

Preston Elliott, Chairman
Dale Thomas, Vice Chairman
Pearl Bransford
Hays Waldrop

Others Present

Kristin Corn, City of Franklin
Kelly Bair, The TMA Group
Abby Gambill, City of Franklin
Stanton Higgs, The TMA Group
Laing McCullough, The TMA Group
Diane Thorne, The TMA Group

1. Call to Order

Chairman Preston Elliott called the meeting to order.

2. Roll Call/Confirm Quorum

Chairman Preston Elliott confirmed a quorum was present.

3. Public Comments

Chairman Preston Elliott called for Public Comments. There were none.

CONSENT CALENDAR

4. Minutes of November 19, 2015 Regular Meeting Minutes

Chairman Preston Elliott called to approve the minutes of the November 19, 2015 regular meeting. Mrs. Pearl Bransford motioned, Mr. Hays Waldrop seconded the motion. Motion carried unanimously.

OLD BUSINESS

5. Year-to-Date Financial Statement and Summary

Ms. Kelly Bair presented the year-to-date November 30, 2015 financial statements to the Authority, noting several grants had not yet been billed for reimbursement. These grants will be billed in February. Several expenses are running over budget: Transit insurance premiums and Indirect expenditures. Fuel costs continue to run below budgeted amounts. TMA will continue to closely monitor Driver salaries and overtime. Unforeseen illnesses drive overtime upward.

Chairman Preston Elliott called for acceptance of the financial report. Mrs. Pearl Bransford motioned, Mr. Dale Thomas seconded the motion. Motion carried unanimously.

6. Transit Report

Mr. Stanton Higgs discussed transit ridership. A major influencer on Fixed Route ridership is

Downtown events. Inclement weather during Pumpkinfest in October negatively affected ridership. In 2014 the ridership was over 2,000, but in 2015 ridership was less than 500.

NEW BUSINESS

7. Vanpool Report

Ms. Diane Thorne reported that a Vanpool Report will be regularly presented to the Franklin Transit Authority. At the 9-15-2011 meeting of the Franklin Transit Authority acknowledged the pass through of Federal 5307 funds to the Williamson County / TMA Group vanpool program. The Franklin Transit Authority is a direct recipient of federal 5307 funds; Williamson County/TMA are sub-recipients of these funds to be used for the purpose of replacing VanStar vehicles that have exceeded their federal useful life (100,000+ revenue miles). A pass-through agreement and Sub-Recipient check list are in the process of being prepared for the Authority to review.

Ms. Thorne and Mr. Higgs discussed the VanStar program – how it works, typical users, as well as how it is working. Vanpools are responsible for additional 5307 funds being available to the Region for both transit and vanpools.

8. Consideration of FY 2016-2017 Annual Budget

BAI1-21-2016A

Ms. Thorne explained the City of Franklin had requested FY 2017 budgets be submitted by the end of January, several months earlier than previous years. Estimated year end projections are based on July – November actuals and anticipated expenses for the remainder of FY 2016.

Two budgets have been prepared:

- a. A budget based on existing service with no additional drivers or routes. It is a very lean budget. The replacement of two existing vehicles that have met their federal useful life and safety and security improvements at the Fleet Facility are included in this budget. The FY 2017 is 10% greater than the FY 2016 budget. The City of Franklin's share of the total Transit budget is 32%. One item included in the budget is "Information Technology" at an estimated cost of \$25,000. This is key to the future success of transit. Customers expect real time information.
- b. A budget based on fixed route service expansion sets the groundwork for the existing service to be responsive to the Cool Springs study solutions. In addition to the budget based on existing service, this budget includes 3 additional drivers and two additional vehicles. The goal is to reduce headways from one hour to thirty minutes. Also, The Factory has requested Transit find a new location for transfers. The Transit Center on Columbia Avenue with the route revisions and expansion can function as was originally intended – the transfer station. This budget is 26% greater than the FY 2016 budget. The City of Franklin's share of this total Transit budget is 34%.

Chairman Preston Elliott called for acceptance of the two budgets as presented. Mrs. Pearl Bransford motioned. Mr. Dale Thomas seconded the motion. Motion carried unanimously.

9. Acknowledgment of Contract between Franklin Transit Authority and Nashville MTA

BAI1-21-2016B

The Franklin Transit Authority has been awarded a contract in the amount of \$87,858 (federal funds \$43,209; state funds \$21,965; and local funds \$21,965) to provide enhanced mobility for seniors and individuals with disabilities through the Coordinated Human Services Transportation Program.

Chairman Preston Elliott called for acknowledgment of the award as presented. Mr. Dale Thomas motioned, Mr. Hays Waldrop seconded the motion. Motion carried unanimously.

OTHER BUSINESS

10. Cool Springs Transportation Study Update

Chairman Elliott reported the Cool Springs Transportation Strategy Task Force continues to meet monthly under the guidance of Chairman Glenn McGehee. At the January meeting, the Task Force directed TMA staff to move forward with developing a Business Plan for the Cool Springs transportation network and to work with Williamson, Inc. to further engage the business community.

11. The meeting adjourned at 5:00 p.m.

The next meeting will be March 17, 2016, 3:30 p.m.

Preston Elliott, Chairman