

AGENDA

Bloomington Public Transportation Corporation (BPTC)

Tuesday, July 19, 2022

130 W. Grimes Lane, Bloomington, IN 47403

Conference Room, 5:30 P.M

The July 19, 2022 Board meeting will be a hybrid meeting with the ability for Board members and/or the public to attend the meeting in-person or virtually at the link below:

Join Zoom Meeting

PUBLIC MEETING

07/19/2022

- I. ROLL CALL
- II. OLD BUSINESS-
- III. APPROVAL OF MINUTES – June 21, 2022
- IV. NEW BUSINESS – ACTION ITEMS
 1. Resolution 22-15, a resolution adopting the revised: **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION AUTHORIZING A TWO-YEAR EXTENSION OF THE CONTRACT WITH RATP DEV USA, INC. FOR THE PROVISION OF TRANSPORTATION MANAGEMENT SERVICES.**
 2. Ordinance 22-16, Resolution 22-1, a resolution amending: **PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES.**
 3. Introduction of the 2023 Budget for review and comments.
- V. MANAGER, STAFF AND BOARD REPORTS
 1. PROJECT UPDATES –
 - a. Uber/Lyft Micro -Transit Pilot program –Connell, Huneck
 - b. Strategic Plan Activities update. --Connell

2. JUNE OPERATING STATISTICS – Zac Huneck
4. JUNE FINANCIAL REPORT -- Christa Browning
5. JUNE PERSONNEL REPORT – Brenda Underwood
6. MPO REPORT – Doug Horn
- VI. APPROVAL OF CLAIMS
- VII. COMMENTS FROM THE PUBLIC
- VIII. COMMENTS FROM BOARD MEMBERS
- IX. ADJOURNMENT – NEXT MEETING: August 23, 2022



Bloomington Public Transportation Corporation

130 West Grimes Lane, Bloomington, Indiana 47403

812.332.5688 Fax 812.332.3660



To: The BPTC Board of Directors
From: John Connell, General Manager
Date: July 14, 2022
Re: Board Meeting, Tuesday, July 19, 2022, 5:30 p.m.

Included below are your notes for the meeting of the Board of Directors set for Tuesday, July 19, 2022 at 5:30 p.m. in the Edward J. Kuntz Board Room, 130 W. Grimes Lane in Bloomington.

ACTION ITEMS

1. **Resolution 22-15, AUTHORIZING A TWO-YEAR EXTENSION OF THE CONTRACT WITH RATP DEV USA, INC. FOR THE PROVISION OF TRANSPORTATION MANAGEMENT SERVICES.**

2. **Approval of amending PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES.**

The Board adopted the Code of Conduct on November 20, 2018. The policy established rules regarding behavior while in BPTC vehicles or facilities. The policy also established a Remedial Process for violators. The Code of Conduct addresses primarily minor violations. Recently, serious criminal incidents have occurred which resulted in passengers and employees being placed in harm's way. BPTC Chief Safety Officer and I recommend the proposed amendments to the policy in order to protect customers and employees from danger. 1) Increases to lengths of service suspensions. 2) Immediate issuance of 120 day No Trespass Order for actions that are place customers or employees in grave danger.

3. **Introduction of the 2023 BPTC Budget**

Included in your packet is the preliminary first draft of the budget that will be discussed with the Board at the July 19th Board meeting. We want to get input and guidance from the Board to help us refine the budget and then present a final draft budget at the August Board meeting on August 10 prior to going to City Council.

The primary factors driving the expense side of the preliminary 2023 budget include the following:

- The five projects resulting from the City appropriation of local income tax (LIT).
 - East / West Rapid Transit Route Activities --\$1,627,500
 - Hybrid Micro Transit/Same Day Paratransit Service --\$1,023,000
 - Implement minimum service of 30 minutes --\$762,600
 - Sunday Service --\$300,000
 - Fare Subsidy Program--\$93,000
- Wage increases were budgeted in the range of 5.0 – 16 percent depending upon classification and Collective Bargaining Agreement.
- The 2023 budget includes five new positions:
 - A new road supervisor position budgeted at \$55,000 in wages. This is position will give us an increased supervisory presence on the street for our daily operation and serve as a resource for bus operators when dealing with difficult situations.
 - A Manager of Marketing and Development position budgeted at \$80,000. (eliminates Customer Service Manager position)
 - A Grant and Procurement Specialist position budgeted at \$80,000. **LIT Funded.**
 - A Chief Safety and Training Officer Position budgeted at \$75,000.
 - A Building and Grounds Technician position budgeted at \$55,000. (Eliminates \$40,000 - \$70,000 of contracted service expense).
- Health insurance is budgeted for an increase of 10.65 percent as a hedge against the possibility of higher costs. Our self-insured reserves are currently about \$215,000.
- Fuel prices have gone up significantly compared to last year. Currently diesel fuel is priced at \$4.30/gallon. For 2022 we've budgeted \$2.75/gallon for diesel and \$2.50/gallon for unleaded. For 2023 we have increased the budgeted amount significantly given market uncertainties. Diesel \$5.25/ gallon and Unleaded \$4.00/gallon.
- Outside legal services is budgeted \$54,000, roughly 200 hours.
- Insurance and risk management services show a decrease of about 31.97 percent compared to the 2022 budget. We've have over budgeted costs in the past years.
- There is \$4,917 million in the 2023 budget for the purchase of four (4) battery electric buses and charging stations. This procurement was put on hold in 2022 until the results of the Alternative Fuel and Infrastructure Study results were released. Funded primarily from Federal 5339 competitive grant.
- There is \$150,000 in the 2023 budget purchase of two (2) BT vans. This purchase would be funded 100% from Federal 5310 grant.

The assumptions we made with regard to revenues for the preliminary 2023 budget are summarized as follows:

- Property tax increases are governed by the local growth quotient. That factor would allow an increase of 5 percent for 2023. As such, we have budgeted a 5% increase in property tax revenues. Total dollar increase would be about \$73,737.
- BPTC Local option income taxes are budgeted to increase 1.31 percent in 2023 compared to 2022, however, this amount is subject to change based on final direction from DLGF.
- Passenger fares are budgeted to increase 139 percent in 2023. These revenues include general public fare revenues, employer pass program revenues, BT Access fare revenues, and mobile pass revenues. These revenues include the two new service contracts, Verve and Atlas.
- Advertising revenues are projected to increase about 10 percent based on current trends. Mesmerize has done an excellent job in generating advertising revenues.
- Federal 5339 funds of \$7 million will be used if the discretionary application filed in May is awarded for the four (8) electric buses and charging stations.
- Federal 5307 funds in the amount of \$2,485,317 would be used in the 2023 budget for operating assistance.
- State PMTF funds are budgeted to remain the same as 2022. These are estimates that INDOT has provided to us. \$2,579,272.
- IU contract revenue is budgeted at \$1,100,641 an increase of 1% percent based on the proposed contract, July 2022-June 30, 2023.
- \$3,271,730 in reserves are proposed to be used for budget balancing purposes. Accordingly, the Reserves balance will be roughly \$8 million.

So overall, the preliminary 2023 budget is \$34,392,693 is 127% higher compared to \$15,114,394 in 2022. A copy of the preliminary budget is included in your packet. We appreciate the Board's questions and input. We will take your input and direction and further refine the budget and then bring a proposed final budget to you at the August 23rd meeting for your review and approval prior to going to City Council on the last week of August.

4. Uber / Lyft micro-transit update.

The micro transit program successfully launched on Monday, June 27th, 2022. Ridership has been lower than anticipated but we feel the program is achieving the goal of providing the safety net for traditional fixed route riders who lost bus service due to the reduction of late night hours. Zac and I will provide more service details at the Board meeting.

5. Strategic Plan Update:

Each of you should have received an invite by now for a one on one interview with FourSquare as part of the engagement process. Staff has been busy preparing and submitting data requests. Given the seven month completion deadline, the pace of activities will be swift but thorough. The working session for the Board and staff is scheduled for Monday, August 15, 2022, at 11:30am, in the Lew May Conference Room at the BPTC Terminal.

The operating statistic reports are not included in the board packet this month since Zac has been on vacation, but the reports will be provided Tuesday before the meeting.

RESOLUTION 22-15

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BLOOMINGTON PUBLIC
TRANSPORTATION CORPORATION AUTHORIZING A TWO-YEAR EXTENSION
OF THE CONTRACT WITH RATP DEV USA, INC. FOR THE PROVISION OF
TRANSPORTATION MANAGEMENT SERVICES**

WHEREAS, the BPTC and RATP Dev USA, Inc. entered into a contract for transportation management services dated September 21, 2021 (the "Contract"), and

WHEREAS, the term of said contract was for one (1) year beginning October 1, 2021, with provision that it could be extended for two (2) additional two-year periods by mutual agreement of the parties, and

WHEREAS, the BPTC has been satisfied with the services provided by RATP Dev USA, Inc. and believes it is in the best interests of the Corporation that the contract be extended for two years;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. BPTC Board of Directors hereby approves the extension of the Contract for a two-year period beginning October 1, 2022 and continuing through September 30, 2024.

2. As provided in the Contract, the monthly fee paid to RATP Dev USA, Inc. by the Bloomington Public Transportation Corporation for transportation management services shall be for the period October 1, 2022 through September 30, 2024, the sum of Seventeen Thousand Forty-one Dollars and Nine Cents (\$17,041.09) per month for the first twelve (12) month period of this Agreement and Seventeen Thousand Five Hundred Twenty Dollars and Six Cents (\$17,520.06) during the second twelve (12) month period of this Agreement.

3. All other terms and conditions of the contract between the Bloomington Public Transportation Corporation and RATP Dev USA, Inc. dated September 21, 2021, as amended, shall remain in full force and effect.

Approved this _____ day of July, 2022.

**BLOOMINGTON PUBLIC TRANSPORTATION
CORPORATION**

By: _____
James McLary, Chairman

ATTEST:

By: _____
Nancy Obermeyer, Secretary

STATE OF INDIANA

COUNTY OF MONROE

TRANSPORTATION SYSTEM MANAGEMENT CONTRACT – EXTENSION

THIS CONTRACT AND AGREEMENT, made and entered into the ___ day of _____, A.D., 2022, by and between the Bloomington Public Transportation Corporation, hereinafter called “BPTC”, acting by and through James McLary, its duly authorized chair, and RATP Dev USA, Inc., hereinafter called “RATP Dev USA, Inc.”, acting by and through Arnaud Legrand, its duly authorized Chief Executive Officer.

WITNESSETH:

WHEREAS, the BPTC and RATP Dev USA, Inc. entered into a contract for transportation system management dated September 21, 2021, and

WHEREAS, the term of said contract was for one (1) year beginning October 1, 2021, with provision that it could be extended for two (2) additional two-year periods by mutual agreement of the parties, and

WHEREAS, the parties have mutually agreed to a two-year extension of said contract,

NOW THEREFORE, the parties hereto agree as follows:

I.

The transportation system management contract and agreement is extended for two (2) years beginning October 1, 2022.

II.

The monthly fee per section 11-Compensation, of the initial agreement shall be:

For the period October 1, 2022, through September 30, 2023, the sum of Seventeen Thousand Forty-one Dollars and Nine Cents (\$17,041.09) per month. For the period October 1, 2023, through September 30, 2024, the sum of Seventeen Thousand Five Hundred Twenty Dollars and Six Cents (\$17,520.06).

III.

All other terms and conditions of the initial contract executed September 21, 2021, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this contract and agreement on the ____ day of _____, A.D., 2022, as of the date and year aforesaid.

RATP DEV USA, INC.

**BLOOMINGTON PUBLIC
TRANSPORTATION CORPORATION**

Arnaud Legrand
Chief Executive Officer

James McLary
Chair

Secretary

Nancy Obermeyer
Secretary

RESOLUTION 2022-16

A RESOLUTION AMENDING THE PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES.

WHEREAS, Disruptive conduct or behavior that interferes with the operation of the transit system or with patrons of BPTC may result in loss of riding privileges and/or exclusion from the BPTC Downtown Transit Center and BPTC vehicles. Disruptive conduct or behaviors shall result in removal from BPTC vehicles and/or the Downtown Transit Center and possible involvement of law enforcement agencies and

WHEREAS, the BPTC Board of Directors passed a PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES by Ordinance on November 20, 2018 and,

WHEREAS, the BPTC has the responsibility to protect customers and employees from grave danger and,

WHEREAS, it is in the best interest of the corporation to take action to issue no trespass orders to individuals that pose grave danger to customers and employees,

NOW THEREFORE BE RESOLVED AS FOLLOWS:

1. The BPTC PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES is hereby amended to authorize immediate No trespass orders to individuals who have placed customers or employees in grave danger.
2. The BPTC PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES is hereby amended to increase the time suspensions of for violations.

Approved this _____ day of July, 2022

Bloomington Public Transportation Corporation

By: _____
James McLary, Chairman

ATTEST:

By: _____
Nancy Obermeyer, Secretary

PUBLIC CODE OF CONDUCT AT THE DOWNTOWN TRANSIT CENTER AND ON BPTC VEHICLES

SECTION I: PURPOSE

Disruptive conduct or behavior that interferes with the operation of the transit system or with patrons of BPTC may result in loss of riding privileges and/or exclusion from the BPTC Downtown Transit Center and BPTC vehicles. Disruptive conduct or behaviors shall result in removal from BPTC vehicles and/or the Downtown Transit Center and possible involvement of law enforcement agencies.

SECTION II: DISRUPTIVE BEHAVIOR

Disruptive behavior includes, but is not limited to:

Intoxication or impairment, possession or consumption of open containers of alcohol on BPTC property or vehicles. Illegal possession or consumption of controlled substances on BPTC property or vehicles. Possession of a weapon on BPTC property or vehicles (except as permitted under Indiana Code 35-47-11.1).

Abusive, aggressive, threatening, violent or harassing behavior in any form.

Action or behavior that unreasonably interferes with other persons' ability to use the transit system or interferes with the ability of BPTC employees to perform their job.

Profane or obscene language.

Damaging, defacing, or theft of BPTC property or equipment. Misuse of furniture or facilities. Any action or behavior which unreasonably causes or creates a risk of damage to property owned, managed, or operated by the BPTC.

Selling, polling, solicitation, panhandling, loitering, or providing free food, drink, or products. BPTC reserves the right to survey customers onboard vehicles, at vehicle stops, and at the Downtown Transit Center subject to the approval of the BPTC General Manager. Loitering is occupying the Downtown Transit Center for any purpose other than waiting for a vehicle or obtaining information, vehicle tickets or vehicle passes. BPTC operates each route at least once per hour. A transfer within the system should be possible within one hour and thus passengers should be not waiting for a BPTC vehicle at the Downtown Transit Center more than an hour. Passenger are allowed to wait at the Downtown Transit Center longer than one hour if they are waiting for a Miller Transportation intercity bus.

Sexual behavior of any kind.

Action or behavior which constitutes a public nuisance.

~~Any other action which is so deleterious to BPTC operations, BPTC employees, BPTC customers or the public interest, will result with immediate issuance of 120 day No Trespass Order, that removal from the premises could reasonably be expected to result.~~

SECTION III: OTHER BEHAVIORAL RULES

Other behavioral rules for the comfort and safety of patrons and staff include, but are not limited to:

Smoking or use of any tobacco products or use of e-cigarettes is strictly prohibited on BPTC vehicles and anywhere inside or outside at the BPTC Downtown Transit Center. Bloomington Ordinance 6.12.030(a)(3) prohibits smoking at vehicle stops, inside public buildings, and in the waiting areas of public transit depots. All areas inside the Downtown Transit Center and outside on property owned by BPTC at the Downtown Transit Center is considered a waiting area and thus smoking is prohibited.

All passengers aboard BPTC vehicles and occupants of the Downtown Transit Center must be fully attired including wearing shirts and shoes (except for babies).

Animals are prohibited aboard vehicles and in the Downtown Transit Center with the exception of service animals or animals used by law enforcement agencies.

No roller blades, hover-boards, scooters (motorized or non-motorized), or skateboards may be used on BPTC property. Bicyclists and scooter users shall dismount from their bikes or scooters while at the BPTC Downtown Transit Center. Persons may not use the bike racks or lockers for any other purpose than to store and secure bikes for periods not to extend beyond the closing time of the terminal on that particular day. Bikes or scooters may not be brought inside the Downtown Transit Center. Scooters cannot use the bike racks on BPTC buses or be brought on board BPTC vehicles. Any bikes or personal property left in bike lockers or at bike racks beyond the closing time of the terminal for that particular day are subject to being confiscated and disposed of by BPTC.

No eating is allowed aboard vehicles. Eating is allowed at the Downtown Transit Center with the expectation that those consuming food not litter and clean up after themselves. Beverage containers aboard vehicles must have lids or covers.

Persons shall refrain from littering at all times while on BPTC vehicles or while on BPTC property. Trash and litter are to be disposed of properly in trash receptacles.

Persons shall keep their feet off of seating and walls of vehicles and the Downtown Transit Center.

As safety is of paramount importance, the public shall not enter certain areas of the Downtown Transit Center including areas designated as authorized staff only and areas where vehicles operate. This includes crossing in between, in front, and behind vehicles in the vehicle parking areas as well as the vehicle driveway areas in locations that are not a designated crosswalk.

Possessing or transporting any flammable or combustible materials such as gasoline, diesel fuel, kerosene, propane, car batteries, etc. is prohibited. Fireworks and explosives are prohibited as well.

Oversized objects that cannot be safely or properly secured cannot be brought into the Downtown Transit Center or on the vehicle.

Children must remain seated at all times when the vehicle is in motion. When on the vehicle, all persons must be seated while the vehicle is in motion assuming seats are available. Front seats of the vehicle are reserved for persons with disabilities and senior citizens.

Passengers shall not distract drivers by talking to them while they are driving.

Wheelchair and other mobility devices have priority over seated persons, strollers, shopping carts, and other items in the areas of the vehicle where the securement positions and devices are located.

People on BPTC property or vehicles must use earphones while listening to music or other forms of audio or video entertainment. The volume shall be such that it cannot be heard by anyone nearby.

Persons using cell or public phones while at the Downtown Transit Center or on the vehicle are expected to refrain from the use of profane or obscene language while engaged in such phone conversations and to talk in a manner that doesn't disrupt or interfere with other members of the public or BPTC employees.

SECTION IV: REMEDIAL PROCESS

BPTC employees and law enforcement officers as defined by Indiana Code have the authority to enforce this Code of Conduct. When a person has exhibited disruptive behavior at the Downtown Transit Center and/or on BPTC vehicles and/or is observed to have violated any of the behavioral rules contained in this ordinance, he or she will be warned to cease and desist the offending conduct immediately. If the person refuses to cease and desist the offending conduct immediately, he/she will be asked to leave the BPTC vehicle or property. If the person refuses to leave, and if the enforcing authority is not a law enforcement officer, the enforcing authority will contact the Bloomington Police and request that the person be removed from the vehicle or BPTC property and informed that he/she may not return for the remainder of the day. If the enforcing authority is a law enforcement officer, he or she may take appropriate action as authorized by law and this code. If the person returns later that day, he/she is subject to arrest for trespassing.

Persons who are repeat offenders of these behavioral rules are subject to longer suspensions and to being prohibited from using the BPTC Downtown Transit Center and using BPTC service for defined periods of time as follows:

- 2nd offense in a two year rolling period – 7 calendar day suspension
- 3rd offense in a two year rolling period – ~~30~~15 calendar day suspension
- 4th offense in a two year rolling period – ~~60~~30 calendar day suspension
- 5th offense in a two year rolling period – ~~120~~60 calendar day suspension
- 6 or more offenses in a two year rolling period – subject to arrest and prosecution for trespassing

In the event a person returns to BPTC property or a BPTC vehicle before such a suspension ends, he/she shall be subject to arrest and prosecution for trespassing.

~~Prior to any suspension being imposed, t~~he person may appeal such suspension to the BPTC Customer Service Manager/Chief Safety Officer within 7 days of notice of the suspension. Such appeals shall be in

writing and addressed to the BPTC ~~Customer Service Manager~~ Chief Safety Officer ~~Chief Safety Officer~~ and include the name, mailing address, date/time of the incident, and reasons why a suspension should not be imposed. The BPTC ~~Customer Service Manager~~ Chief Safety Officer or his/her designee will meet with the person within 15 days of receipt of an appeal to hear their appeal and provide a written response to the person within 7 days of the appeal hearing. The person may appeal the BPTC ~~Customer Service Manager~~ Chief Safety Officer's decision within 7 days of receipt of the BPTC ~~Customer Service Manager~~ Chief Safety Officer's decision by filing a similar written appeal to the BPTC General Manager. A committee consisting of the BPTC General Manager and two (2) members of the BPTC Board of Directors as appointed by the BPTC Board Chair, and one (1) fixed route customer as appointed by the BPTC General Manager will schedule a hearing date within 30 days of receipt of the appeal and will meet with the person to hear their appeal. The committee will issue a written decision on the appeal within 15 days of the appeal hearing. The committee's decision shall be final.

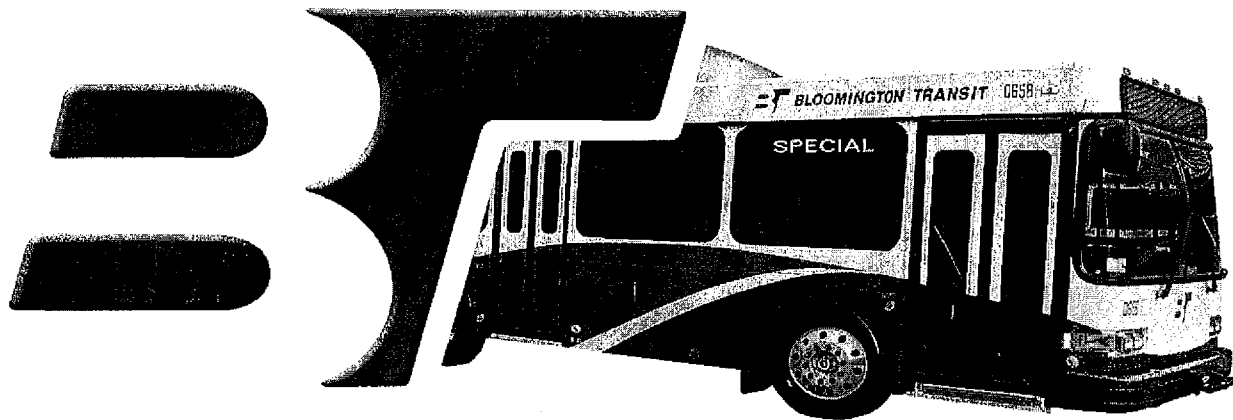
DATE OF INTRODUCTION OF ORDINANCE: October 16, 2018.

PASSED AND ADOPTED by the Board of Directors of the Bloomington Public Transportation Corporation of the City of Bloomington, Indiana, this 20th day of November, 2018.

Amended by the Board of Directors of the Bloomington Public Transportation Corporation this 19th day of July, 2022.

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2023 Draft Budget



Bloomington Transit



OPERATING EXPENSES

Budget Class I	<u>2023 Proposed</u>	<u>2022 Approved</u>	<u>Percent Change</u>
Salaries (Operators) Fixed and BT Access full and part time operators	3,163,701	3,179,200	-0.49%
Salaries (Other Operating) Operations manager and supervisors; Chief safety officer road supervisors; and BT Access F/T dispatchers	603,100	447,808	34.68%
Salaries (Maintenance) Maintenance manager, mechanics, service attendants, bldg and grounds tech, and parts specialist	894,455	792,138	12.92%
Salaries (Other) Administrative staff	633,838	526,021	20.50%
FICA	405,075	378,306	7.08%
PERF	531,082	440,660	20.52%
Health/Dental/Disability/Life/Vision Insurance	774,081	699,582	10.65%
Unemployment	10,000	12,000	-16.67%
Employee Uniforms	26,250	26,250	0.00%
Tool and CDL Allowance	<u>12,000</u>	<u>12,500</u>	-4.00%
Subtotal Budget Class I	<u>\$ 7,053,582</u>	<u>\$ 6,514,465</u>	8.28%

Budget Class II

	2023 <u>Proposed</u>	2022 <u>Approved</u>	Percent <u>Change</u>
Office Supplies	18,186	17,320	5.00%
Garage Uniforms/Drug Testing	15,000	15,000	0.00%
Fuel/Oil/Grease/Fluids	1,472,500	877,500	67.81%
Parts	500,000	500,000	0.00%
Other Supplies	<u>121,275</u>	<u>115,500</u>	5.00%
Subtotal Budget Class II	<u><u>\$2,126,961</u></u>	<u><u>\$1,525,320</u></u>	39.44%

Budget Class III

Professional Services	1,527,557	1,032,685	47.92%
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Expenses include contracted transit management services, software support, Microtransit, legal, employee counseling, various professional support services/contracts, information technology, payroll processing, and auditing services

Telephone	16,114	15,347	5.00%
Postage	4,336	4,130	4.99%
Travel	7,500	4,061	84.68%
Printing	20,000	30,447	-34.31%
Advertising	50,000	43,358	15.32%
Insurance/Risk Management	270,131	397,093	-31.97%
Electricity	65,000	69,750	-6.81%

Budget Class III (continued)

	2023	2022	Percent
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	<u>Proposed</u>	<u>Approved</u>	<u>Change</u>
Water	13,891	13,230	5.00%
Gas	15,329	13,500	13.55%
IU Shared Expenses	112,000	95,100	17.77%
Safety/Promotional	10,000	-	#DIV/0!
Building Maintenance Includes concrete work/DT pavers	150,000	20,000	650.00%
Repairs and Labor	70,179	66,837	5.00%
Training, Dues, and Subscriptions	<u>54,442</u>	<u>51,850</u>	5.00%
Subtotal Budget Class III	<u>\$2,386,479</u>	<u>\$1,857,388</u>	28.49%
Total Operating Expenses	<u>\$11,567,022</u>	<u>\$9,897,173</u>	16.87%

Budget Class IV - Capital

Tires and Engine/Transmission Rebuilds	187,200	180,000	4.00%
Passenger/Bus stops	-	100,000	-100.00%
Equipment and Maintenance Includes computer hardware, software updates, fare equipment, CAD/AVL, and copier	2,016,250	330,000	510.98%
Motor Equipment - 4 replacement buses, 2 vans 8 expansion buses; 6-buses to increase frequency; 6 micro-transit vehicles	<u>20,622,221</u>	<u>4,607,221</u>	347.61%
Subtotal Budget Class IV	<u>\$22,825,671</u>	<u>\$5,217,221</u>	337.51%
TOTAL EXPENDITURES	<u>\$34,392,693</u>	<u>\$15,114,394</u>	127.55%

Revenues

	2023 <u>Proposed</u>	2022 <u>Approved</u>	Percent <u>Change</u>
Property Tax Levy	\$1,548,473	\$1,474,736	5.00%
Financial Institution Tax	16,422	13,664	20.18%
License Excise Tax	61,722	61,487	0.38%
Local Option Income Tax	533,666	526,770	1.31%
Commercial Vehicle Excise Tax	4,490	4,022	11.64%
City of Bloomington - LIT	3,806,100	0	#DIV/0!
Passenger Fares	955,270	400,000	138.82%
Advertising Sales	155,000	140,000	10.71%
State PMTF	2,579,272	2,550,664	1.12%
Federal - Operating and Capital	20,007,054	8,506,688	135.19%
IU Contract Revenue	1,201,493	1,166,363	3.01%
IU Reimbursements	112,000	120,100	-6.74%
Transfer from Reserve	3,271,731	0	#DIV/0!
Miscellaneous	<u>140,000</u>	<u>149,900</u>	-6.60%
TOTAL REVENUE	<u>\$34,392,693</u>	<u>\$15,114,394</u>	127.55%

East / West Rapid Transit Route:

LIT Allocation: \$1,627,500

Project Summary:

Develop a rapid transit corridor to offer residents enhanced mobility and to provide improved access to jobs, medical, social services, and educational facilities. The proposed Rapid Transit Corridor (RTC) would span from the east to the west regions of the City.

Rapid transit is distinguished from other forms of mass transit by having the following features:

- Defined stations with platforms level with the bus floors to reduce boarding and alighting times per passenger.
- Traffic signal prioritization, allowing buses to traverse and avoid traffic pinch points.
- Some operation on exclusive right-of-way, with no access for other vehicles to avoid traffic pinch points.
- Frequent service – at a minimum 15 minute headways.
- Bidirectional service.
- Pre-board fare payment options.
- Separate branding.
- Service to a broader audience, attracts choice riders and elevates the reputation of public transportation.

2023 Funding Activities:

- **Grant & Procurement Specialist Position**
 - This position will serve to solicit FTA funding and prepare procurement documents for this project as well as others. (Wages and fringe benefits).
 - **\$115,000 – LIT FUNDS**
- **Rapid Transit Feasibility Study - Phase I**
 - The study will identify and prioritize potential Rapid Transit projects based on analysis of ridership demands, transit operational needs, corridor feasibility, cost and benefit considerations. For the purpose of the study, Rapid Transit/ BRT service will be consistent with the Federal Transit Administration (FTA) definition to ensure eligibility for future grant opportunities.
 - **\$200,000 – LIT Funds**
- **Rapid Transit Corridor Analysis Study – Phase II**
 - The study will develop the rapid transit mode and alignment to identify a preferred route. Determine where people are coming from and where they are going, determine the primary travel corridors that will be used, and demonstrate

how a Rapid Transit Line would support existing bus transit services. Identify potential Transit Orientated Development opportunities. The study will determine the right infrastructure, technology, and service components; determine the effects on riders, stakeholders, and transportation providers; and determine capital and operating costs. The study will determine the solution that fits best with the community and determine how to pay for the improvements. Options considered for implementation shall meet application requirements for the Federal Transit Administration (FTA) funding eligibility.

- **\$250,000 – LIT Funds**

➤ **Local Matching Funds for eight (8) Battery Electric Buses**

- A Federal Transit Administration discretionary grant application to purchase 8 battery electric buses in the amount \$ 8.8 million dollars was filed in May, 2022. \$1,760,000 will be needed as local matching funds if **the grant is awarded.**

- **\$1,064,523 -- LIT Funds**

➤ **Facility Expansion and land acquisition professional services. (Contingency Project)**

- The BPTC Alternative Fuel and Infrastructure Final Report recommends the acquisition of surrounding property for expansion. In order to navigate the environmental regulatory process, the appraisal and valuation procedures, professional services will be required.

- **\$250,000 – LIT Funds**

Hybrid Micro Transit Program / Same Day Paratransit Service:

LIT Allocation \$1,023,000

Project Summary:

Micro-transit is simply tech-enabled shared transportation that compliments traditional fixed route transit and uses ride hailing technology. Trips are dynamically scheduled as they shift constantly based on rider demand; and vehicles range in size from automobiles, vans, shuttles, or mini-buses. The Hybrid approach will consist of an in house service using BT employees as well as using transportation network companies (TNC's) such as Uber and Lyft.

The Micro-Transit program will:

- Provide a mobility option for individuals who not capable of accessing fixed route bus service due to their location, limited hours of transit service availability or a variety of other reasons.
- Optimize inefficient paratransit options, creating real-time bookings, higher quality service, and reduce trip costs with more efficient and equitable shared rides. Public

transit is often a critical lifeline for seniors and people with disabilities. Same day Para-Transit and Micro-Transit allows seniors and individuals with disabilities greater flexibility and more spontaneous use of transit services.

- Appeal to a broader audience, attract choice riders and elevate the reputation of public transportation.

2023 Funding Activities:

- **Micro-Transit CAD/AVL Dispatch Operating Platform**
 - This project consists of both software and hardware upgrades. The technology enables transit providers to create end-to-end transit systems: from planning better networks and routes to operating public transit at the most efficient level. The technology provides real time schedule information for passengers, schedule adherence information for dispatchers and a greater overall experience for passengers.
 - **\$350,000 – LIT FUNDS**
- **TNC Micro Transit Services**
 - The Hybrid approach for Micro-Transit service requires the partnering with Transportation Network Companies such as Uber and Lyft. Eligible trips scheduled through TNC's will be subsidized through the BT voucher program.
 - **\$200,000 – LIT Funds**
- **Six Micro-Transit Vehicles**
 - The Micro-Transit Program will require the expansion of the BT fleet.
 - **\$474,000 – LIT Funds**

Service Frequency Improvements:

LIT Allocation: \$762,600

Project Description

Establishment of a minimum service standard of 30 minute service during peak hours. Improve convenience of service. Implementation of this project is dependent upon the ability to hire additional bus operators which is currently BT's biggest challenge.

2023 Funding Activities:

- **Purchase six additional Battery Electric Buses (BEB)**
 - More frequent headways will require additional vehicles
 - **\$762,600 –LIT Funds**

Sunday Service:

LIT Allocation \$300,000

Project Summary:

An additional 56 hours of fixed route service will be added to the Sunday schedule. The service addition is contingent upon the hiring of additional bus operators.

2023 Funding Activities:

- **Sunday Service Schedule Enhancements:**
 - This project consists of covering the costs for the addition of fixed route service, a micro-transit component and the maintenance support services.
 - **\$300,000 – LIT FUNDS**

Fare Subsidy Program:

LIT Allocation \$93,000

Project Summary:

BT will work with non-profit agencies to expand the fare subsidy program in order to improve access to mobility options for workforce and low income customers.

2023 Funding Activities:

- **Free and half price fare subsidies**
 - This project consists of covering the costs for the lost revenue of discounted and fare free service for qualifying individuals.
 - **\$93,000 – LIT FUNDS**

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
FINANCIAL NARRATIVE FOR THE MONTH ENDING
JUNE 30, 2022**

Operating Expenses

Operating expenses for June totaled \$916,994. Salary and Fringe benefits expense for June was \$580,555. This represents an increase from May due to the timing of payrolls and payroll accruals. Materials and Supplies for June were \$196,391. This represents an increase from May contributed to the timing of parts and supplies purchased and their usage as well as two months of diesel fuel paid for a total of \$143,341. Services and Utilities expense for the month totaled \$140,048. This represents a 14% increase from May due mainly to the payment to DoubleMap for the annual service agreement in the amount of \$27,481. Through June, BT had spent 40% of the 2022 operating budget with 50% of the year completed.

Operating Revenues

Operating revenues for June totaled \$712,494. Operating revenues exceeded operating expenses by \$1,081,117 through June.

Capital Expenditures

There were no material capital expenditures in June.

Operating Cash Balance

June 30, 2022	June 30, 2021	Change
\$11,885,914	\$10,055,885	\$1,830,029 increase

Self - Insurance Fund

Medical monthly premium and claims expense for June was \$81,475.

Self-Insurance Cash Balance

June 30, 2022	June 30, 2021	Change
\$214,944	\$298,790	\$83,846 decrease

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIOD ENDED JUNE 30, 2022**

	MONTH ENDING 6/30/2022	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
Operating Expenses:					
Salary and Fringe Benefits	\$ 580,555	9%	\$ 2,799,509	6,514,465	43%
Materials and Supplies	196,391	13%	576,343	1,525,320	38%
Services and Utilities	140,048	7%	661,890	2,020,939	33%
Total Operating Expenses	916,994	9%	4,037,742	10,060,724	40%
Operating Revenues:					
Local Tax Revenue	291,378	14%	1,216,001	2,080,679	58%
Fare Revenue	119,629	8%	630,684	1,473,796	43%
Other Locally Derived Revenue	36,841	6%	328,870	624,098	53%
Total Locally Derived Revenue	447,848	11%	2,175,555	4,178,573	52%
Federal Operating Grants	2,142	0%	1,605,105	4,664,111	34%
State Operating Grants (PMTF)	262,504	10%	1,337,199	2,550,664	52%
Total Operating Revenues	712,494		5,118,859	11,393,348	
Operating Gain/(Loss)	(204,500)		1,081,117		
Federal Capital Grants	-	0%	30,630	3,909,777	1%
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
Revenue from Capital Grants/Reserve	-	0%	30,630	3,909,777	1%
Capital Expenditures:	16,221	0%	118,278	5,242,401	2%
Capital Gain/(Loss)	(16,221)		(85,648)		
Net Gain/(Loss)	(220,721)		995,469		

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIODS ENDED JUNE 2021 AND 2022**

	MONTH ENDING 6/30/2022	MONTH ENDING 6/30/2021	% CHANGE	YTD 6/30/2022	YTD 6/30/2021	% CHANGE
Operating Expenses:						
Salary and Fringe Benefits	\$ 580,555	\$362,099	60%	\$ 2,799,509	\$2,303,097	22%
Materials and Supplies	196,391	52,910	271%	576,343	299,247	93%
Services and Utilities	140,048	92,442	51%	661,890	566,226	17%
Total Operating Expenses	916,994	507,451	81%	4,037,742	3,168,570	27%
Operating Revenues:						
Local Tax Revenue	291,378	282,412	3%	1,216,001	1,186,720	2%
Fare Revenue	119,629	4,945	2319%	630,684	213,233	196%
Other Locally Derived Revenue	36,841	47,066	-22%	328,870	210,161	56%
Total Locally Derived Revenue	447,848	334,423	34%	2,175,555	1,610,114	35%
Federal Operating Grants	2,142	-	#DIV/0!	1,606,105	1,910,000	-16%
State Operating Grants (PMTF)	262,504	-	0%	1,337,199	922,020	45%
Total Operating Revenues	712,494	334,423	113%	5,118,859	4,442,134	15%
Operating Gain/(Loss)	(204,500)	(173,028)		1,081,117	1,273,564	
Federal Capital Grants	-	-	#DIV/0!	30,630	265,812	-88%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
Revenue from Capital Grants/Reserve	-	-	#DIV/0!	30,630	265,812	-88%
Capital Expenditures:	16,221	9,011	80%	116,278	348,354	-67%
Capital Gain/(Loss)	(16,221)	(9,011)		(85,648)	(82,542)	
Net Gain/(Loss)	(220,721)	(182,039)		995,469	1,191,022	

**Bloomington Public Transportation Corporation
Personnel Report
JUNE 2022**

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
Administrative Staff	0	1	0
Fixed Route Drivers	1	1	12
BT Access Drivers	1	0	0
Mechanics	0	0	1
Service Person	0	0	0
Service Attendants	2	0	1
Total	4	2	18

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) June 21, 2022 5:30 P.M.

MINUTES

Chair James McLary convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation. The meeting was held with some members attending in-person and some via a virtual electronic means.

Join Zoom Meeting at the following link:

<http://us02web.zoom.us/j/81227910370?pwd=ZzhiZ2xiRmVlTTVnOStERXh5YnZ0Zz09>

Meeting ID: 812 2791 0370

Passcode: 585731

One Tap Mobile

+13017158592,,88920130363#,,,,*184485# US (Washington DC)

+116465588656,,88920130363#,,,,*184485# US (New York)

Dial By Your Location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 9000 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 812 2791 0370

Passcode: 585731

ROLL CALL

Board Members and staff present: Chair James McLary, Secretary Nancy Obermeyer, Vice Chair Kent McDaniel, Board Member Marilyn Hartman, Board Member Doug Horn. Also present were General Manager, John Connell, Controller, Christa Browning, Planning and Special Projects Manager, Zac Huneck, Human Resource Administrator/Marketing Director, Brenda Underwood and Operations Manager Mike Clark.

Members of the Public: Dave Askins.

The following additional persons were also present via Zoom. Customer Service Manager/BT Access Manager, Eli McCormick, Andrew Coomer, Jeff Bailey and Justin VanLueewen

OLD BUSINESS

Planning and Special Projects Manager Zac Huneck stated, after a series of public input sessions, BT Staff propose two primary service changes derived from the original route Optimization Study (2019-2020) to be implemented on August 15, 2022. First, staff proposes to move forward with merging routes 1 South and 7 Express. The two routes operate over a very similar coverage area, but with variable frequencies throughout the day and year. Merging the routes will streamline the path of travel, and all eliminated bus stops would remain within .25 miles of the redesigned route, preserving accessibility. The reconfiguration will allow BT to operate the route at 20 minutes peak frequency when Indiana University is in session and 30 minute frequency during Indiana University breaks, improved from variable 30-60 minutes during the day on the 1 South, and 35-40 minutes frequency on the 7 Express.

Zac said second, BT Staff proposes to abandon the proposal for the new Route 90 based upon feedback received from riders and staff members. He said the success of the Route 90 hinged on the increased frequency of service. Zac noted due to the agency's driver shortage, the Route 90 was proposed with a twenty five percent reduction in frequency compared to levels originally recommended through the Route Optimization Study to the general disfavor of both riders and staff.

Zac stated in place of the Route 90, BT Staff proposes to leave the existing Route 9 unchanged, and reconfigure the path of the 3 East with its terminus at the new IU Health Hospital. He said the reconfiguration would eliminate two eastside routes, Route 8 and Route 10. Zac noted Route 8 has historically been the least productive route in the network, and Route 10 was intended to only be a temporary solution until the implementation of a permanent route to serve the hospital. He said the reconfiguration of routes would result in a slight net reduction of peak weekday hours by four percent.

Secretary Obermeyer made a motion for approval of Route changes. Vice Chair McDaniel seconded it. The Board approved unanimously.

Planning and Special Projects Manager Zac Huneck stated that our partnership with Uber and Lyft will be branded as BT Late Night. Zac said there are three primary goals we want to achieve with this program. He said first is easing mandatory overtime hours to provide relief for operators. He said we do not want to leave people who rely on Bloomington Transit with no options, we want to provide a safety net for riders and with this Pilot program we hope to achieve that. Zac said with this pilot program he is hoping with this experience it will help with decision making down the line. He said we track the number of rides with Key Performance Indicators (KPI), he said we will compare the number of rides being put out through Uber and Lyft compared with the equivalent on the Fixed Route.

General Manager Connell stated what he would like from the board tonight, is to give him and Special Project Manager Zac Huneck some flexibility to make program changes as different scenarios may arise. Mr. Connell said the subsidy level will remain the same at \$19. He said \$20,000 a month is the budget. Mr. Connell noted there are so many things in play with the Micro Service Pilot Program launch. He said we will track the usage in subsidy amounts and as we get close to the end of the month if we start seeing the numbers rise above the \$20,000 mark per month there are a couple of options we can initiate. He said one change is we could switch to an origin destination bus stop to bus stop. Mr. Connell said that would be basically catering to people that are currently using the fixed routes because they are getting on at a bus stop and getting off at a bus stop. He said that could curtail some of the ridership. He said another option would be to look at limiting the eligible trips per day. Mr. Connell said we really do not know what to expect and that's why we are asking for some flexibility from the Board.

Board Member Horn questioned how we are going to promote the Pilot Program. Planning and Special Projects Manager Zac Huneck stated the information is on the Bloomington Transit website and a couple of news outlets have picked it up. Chair McLary stated at one point he would like to go a step beyond the current advertising. He suggested paid advertising to let people that are not in the safety net but might want to use it know. Vice Chair McDaniel noted that maybe the advertising could be part of bigger evening transit campaign and not just strictly by itself.

General Manager Connell stated that if the driver crisis continues the Pilot Program might be a long term solution. Mr. Connell said we are scheduled to launch the Pilot Program Monday night June 27th, 202

MINUTES

The minutes for the May 17, 2022, meeting were presented for approval by Board Member Horn and seconded by Secretary Obermeyer. The minutes were approved unanimously.

NEW BUSINESS-ACTION ITEMS

Board Member Hartman made a motion to approve Resolution 22-13: a resolution declaring BPTC vehicles, number 0509, 0658, 1451, 1452, as surplus, and two obsolete alternators as scrap and surplus and authorizing the BPTC General Manager to dispose of such vehicles and items in accordance with BPTC Procurement Policies. One 2006 hybrid transit bus, two 2014 Access Buses, one 2007 SUV Staff vehicle, and two bus alternator cores are scheduled for disposal upon board approval. The vehicles will be listed online through Public Surplus.com, a web based government surplus auction system. The two alternators will be sold as scrap. The board approved unanimously. Vice Chair McDaniel seconded it. The Board approved unanimously.

Vice Chair McDaniel made a motion to approve Resolution 22-14, a resolution declaring BOTC bus #969 as total loss and authorizing the BPTC General Manager to dispose of said vehicle in

exchange for proceeds paid by the Auto Liability Insurer to BPTC. Bus #969 was involved in an accident on 01/29/2022 resulting with a significant amount of damage to the bus. The estimate for repairs was \$41,611.79, however given the age of the vehicle and the cost for the repair, the insurance company deemed the bus a total loss. In order to settle the claim, BPTCC must relinquish title of vehicle in exchange for the settlement payment of \$41,611.79. Board Member Horn seconded it. The Board approved unanimously.

General Manager Connell stated BPTC budgeted an average price of \$2.75 per gallon of fuel for 2022. Below is a breakdown of the fuel cost BPTC has incurred since January 2022.

MONTH	GALLONS	PRICE/GALLON	TOTAL
January	17311.90	\$2.66	\$45,963.09
February	18099.80	\$2.98	\$53,883.10
March	19599.00	\$3.73	\$73,006.28
April	19304.40	\$3.92	\$75,576.73
May	15773.80	\$4.30	\$67,764.24

Controller Browning gave an overview of the impact of fuel costs on this year’s budget and on the 2023 budget.

In accordance with the contact between BPTC and RATP Dev, Board Member Hartman and Board Member Horn gave an overview on the quarterly performance review of the General Manager. They reported it went well across the board with all the Staff and the Mayor. Board Member Hartman and Board Member Horn recommended that Mr. Connell be retained as General Manager.

MANAGER AND STAFF REPORTS

General Manager Connell stated the Working session of the Board of Directors is scheduled for Wednesday, June 22, 2022.

- 12:00 pm-1:00 pm WSP, Alternative Fuel & Infrastructure Presentation
- 1:00 pm-2:00 pm N-Momentum, IT Assessment Presentation
- 2:00 pm-3:00 pm FourSquare, Kick-Off meeting for Strategic Plan

Mr. Connell stated he and Controller Browning have been working on the 2023 budget. He said he has met with Staff and have talked about additional positions that we would like to include into the budget. He noted he needs some guidance on what the Board would like to do. Board Member Hartman suggested this should be discussed in an Executive Session. Chair McLary stated to go ahead and schedule an executive session to discuss additional positions.

Planning and Special Projects Manager Zac Huneck gave an overview of the May 2022 operating statistics. Zac said in May Fixed Route provided 81,871 trips and that is up 31% compared to May 2021. He said BT Access provided 2014 trips and that is up 19% compared to

May 2021. Chair McLary questioned the collision report from 2022 verses 2021, he said we are up to 27 this year and last year we had 9. Operations Manager Mike Clark noted the frequencies that have gone up are obviously the mileage increase coming out of the pandemic. Mr. Clark said since Mr. Connell has become General Manager they have talked and taken steps to bring the numbers of preventable accidents down. He said the additional training has helped. General Manager Connell stated they have stepped up the training program and plan to have another training session in August.

Controller Browning gave an overview of the May financial reports as included in the Board packets.

Human Resource Administrator/Marketing Director Brenda Underwood stated we hired 2 operator in May, she said they made it through all the training and are driving on their own this week. Brenda said most of our new applications are coming through our Team Engine App and we also get a few walk-ins. Brenda said she has had several interviews in the month of May and July 18th is our next class, and things are looking up in the hiring area. She said we did run the radio add last month, it did not produce in applicants. She said we will be doing a hiring add campaign on social media apps soon. She said she is hoping that the five or six applicants we have now make it through all the hiring process and they will be able to start the July 18th class.

Board Member Horn attended the June 10, 2022 meeting of the Bloomington Monroe county Metropolitan Planning Organization Policy Committee. He stated the MPO Staff relayed information regarding recent and future public meetings offered by INDOT specific to Indiana EV Infrastructure Development Plan.

He said the FY 2020-2024 TIP/2022-2026 TIP was amended to include the replacement of the Dillman Road Bridge and approach structures 3000' West of SR 37. He noted he voted in favor of the amendment.

He said the MPO Staff provided a preliminary audit of the 2018 BMCMPPO Complete Streets Policy against current policy recommendations from Smart Growth America identifying a need for a general update of 6 of 10 identified areas of methodology and model policy language. This project will be moving forward over the few months. The next meeting of the Policy Committee will be on August 12, 2022 at 1:30 PM in the City of Bloomington Common Council Chamber.

CLAIMS

The claims for May 17, 2022 were presented for approval by Board Member Horn and seconded by Board Member Hartman. The claims were approved unanimously.

PUBLIC COMMENTS

Andrew Coomer questioned if we have checked out the 60 foot bus that was mentioned in the last Board meeting. General Manager Connell said yes we have. He said there are some challenges here on the property to maintain it as far as doing maintenance. He said it is still under consideration.

Dave Askins questioned the hiring process for new employees and how it works concerning the Executive Session. Board Member Hartman gave an overview of the process. Chair McLary said they will have more information at a later time.

COMMENTS FROM THE BOARD MEMBERS

No comments from the Board Members.

ADJOURNMENT

APPROVE:

ATTEST:

07-19-22
James J. McLary, Chair
Board of Directors BPTC

07-19-22
Nancy Obermeyer, Secretary
Board of Directors BPTC