



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: December 16, 2021
Re: Board Meeting, Tuesday, December 20, 2022, 5:30 p.m.

Included below are your notes for the meeting of the Board of Directors set for Tuesday, December 20, 2021 at 5:30 p.m. in the Edward J. Kuntz Board Room, 130 W. Grimes Lane in Bloomington.

ACTION ITEMS

1. **Approval of Inter-local Agreement :** (Old Business)
Approval is needed for the agreement to add the guarantee ride home component to our existing TNC contracts on behalf of Go Bloomington. The agreement has been amended following last month's meeting discussions. Go Bloomington will be responsible for reimbursing BPTC for all costs associated with the GRH vouchers. The voucher program will be capped at \$16,000.00.
2. **Approval of the transfer of funds between Budget Categories:**
Resolution 22-25 provides for the transfer of \$300,000 from Budget Class IV, Motor Equipment to Budget Class II, Fuel. The transfer is necessary because of the increase in the price of fuel during 2022. Fuel prices during 2022 have ranged from \$2.66 - \$4.66 per gallon.
3. **Diesel Fuel Purchase Authorization**
Resolution 22-26 requesting the BPTC Board of Directors approve the participation of BPTC in the joint procurement with IU Campus Bus for diesel fuel. Given the nature of procuring this commodity, time is of the essence once price quotes are issued. Accordingly, Resolution 22-26 will authorize the BPTC General Manager to commit the BPTC to enter into a fixed price purchase of diesel fuel from the successful bidder assuming the fixed price is determined to be within 2023 budget limits.
4. **Authorization of awarding a contract for IT Professional Services subject to the successful negotiation of a contract.**
We received four responses to our RFP for IT Professional Services. Of the four proposals, two were deemed frontrunners, NMomentum and Left Turn Right Turn. After finalization of the evaluation and ranking process, staff recommends entering into contract negotiations with Left Turn Right Turn. Resolution 22-27, authorizes the general manager and board chair to enter into a contract with Left Turn Right Turn for IT professional services, not to exceed \$200,000 under terms and conditions to be negotiated by the parties.

5. **Vending Machine Resolution**

Resolution 22-28 is included in your packet for consideration to authorize continued use of the vending machine funds for employee events and activities in 2023. The vending machines are provided for employees in the dispatch area as well as the maintenance break room. We also have soda and snack machines at our downtown transit center. Historically, BPTC has used commissions from these vending machines to fund employee functions such as picnics and Holiday parties as well as other employee activities.

Each year the Board adopts a resolution which authorizes the use of vending machine commissions to fund such activities. Brenda Underwood maintains records of the vending machine fund and is the authorized person to disburse such funds. In typical years we collect \$2,000 to \$3,000 annually in vending machine commissions.

6. **2023 Board Meeting Dates**

Included in your packet is a proposed 2023 Board meeting schedule. Most meetings are scheduled for the 3rd Tuesday of the month. Please let me know if this proposed meeting schedule works for your calendars, if necessary we can make changes to the schedule and advertise any changes.

7. **Election of Officers for 2023**

Indiana Code requires that the Board annually elect a Chair and Secretary. Traditionally, you have also elected a Vice Chair and Treasurer. The staff recommends that a Secretary Pro Tem also be designated as well. The Secretary Pro Tem position only comes into play when the Secretary is not available for Board document signatures. In addition, the Board needs to appoint a Board representative to serve on the MPO Policy Committee.

Miscellaneous

- Included in your packet is a copy of the memo I sent to Jeff Cockerill, attorney for Monroe County, in response to his request for BPTC's position on providing bus service to the proposed site for the new jail. The County will be requesting approval from the City Council on December 21, 2022 on rezoning the Fullerton Pike property.
- Reminder: Our Employee Appreciation and Recognition Party is on Sunday, December 18th at 4:00pm. We will be holding it at the downtown Transfer Center. If you are available, please attend.

**AN INTERLOCAL AGREEMENT BETWEEN BLOOMINGTON PUBLIC
TRANSPORTATION CORPORATION AND THE CITY OF BLOOMINGTON,
INDIANA, FOR THE PROVISION OF SERVICES FOR THE
GUARANTEE RIDE HOME VOUCHER PROGRAM OFFERED THROUGH GO
BLOOMINGTON**

This Interlocal Agreement is entered into by and between the Bloomington Public Transportation Corporation (hereinafter "BPTC") and the City of Bloomington, Indiana (hereinafter the "City").

RECITALS

WHEREAS, the pursuant to IC 36-1-7-2(b) Indiana governmental entities that want only to buy, sell or exchange services, supplies or equipment between or among themselves may enter into contracts to provide for such services, supplies or equipment pursuant to IC 36-1-7-12; and

WHEREAS, the City has established a transportation demand management program (hereinafter a "TDM program") through Go Bloomington; and

WHEREAS, the City, through Go Bloomington, desires to offer a Guarantee Road Home service and is in need of transportation services; and

WHEREAS, BPTC has contracted with two transportation network companies for on demand Micro-transit services through which BPTC currently provides public transportation through a micro-transit program; and

WHEREAS, under its current micro-transit contracts, BPTC can add a guarantee ride home component; and

WHEREAS, BPTC and the City wish to work cooperatively to promote public transportation as a primary way to reduce single occupancy vehicle travel;

NOW THEREFORE, in consideration of the mutual benefits and the provisions contained herein, the BPTC and the City now agree as follows:

Section 1. Scope/Restriction for Voucher Use. The City, through Go Bloomington, shall establish the maximum number of vouchers available to each individual user of the service; the geographic area for which the voucher can be used; and the maximum dollar charge per ride for which a voucher can be used.

Section 2. Establishment of a Guarantee Ride Home Voucher Service. BPTC agrees to add to its existing micro-transit services contracts a road home voucher service under which it will provide a voucher to subsidize micro-transit services requested by the public. The Guarantee Ride Home voucher service to be provided by BPTC shall contain the terms and conditions established by the City through Go Bloomington.

Section 3. Payment. The City, through its Go Bloomington TDM program, agrees to reimburse BPTC for all costs incurred by BPTC for the provision of Guarantee Ride Home services it provides to the City under this Agreement, up to the sum of Sixteen Thousand Dollars (\$16,000.00). BPTC shall invoice the City through Go Bloomington monthly for costs incurred. The City shall submit payment to BPTC within 30 days of the issuance of an invoice.

Section 4. Limitation of Services. BPTC shall have no obligation to provide micro-transit services for the Guarantee Ride Home program after its costs reach the sum of Sixteen Thousand Dollars (\$16,000.00).

Section 5. Termination. This Agreement shall terminate when BPTC's costs for the provision of Guarantee Ride Home services reaches the sum of Sixteen Thousand Dollars (\$16,000.00), but in no event later than December 31, 2023, unless otherwise extended by the mutual agreement of the parties. Either party may terminate this Agreement upon the giving of Thirty (30) days prior notice to the other part of its intention to terminate this Agreement.

Section 6. Date for Commencement of Services. BPTC shall commence Guarantee Ride Home services no later than Seven (7) days following execution of this Agreement by the parties.

Section 7. Authority to Execute Agreement. The undersigned herein represent and warrant that each is duly authorized to execute this Agreement by their respective principals.

DATED this ____ day of December, 2022.

CITY OF BLOOMINGTON, INDIANA

BLOOMINGTON PUBLIC
TRANSPORTATION CORPORATION

By: _____

By: _____
John Connell, General Manager

RESOLUTION 22-25

A RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS BETWEEN BUDGET CATEGORIES FOR THE CALENDAR YEAR 2022 BUDGET.

WHEREAS, the Bloomington Public Transportation Corporation is in need of additional funds in Budget Class II – Materials and Supplies for the Calendar year 2022 budget,

WHEREAS, funds are available from Budget Class IV– Capital, for transfer into Budget Class II.

NOW THEREFORE, BE IT RESOLVED: The Bloomington Public Transportation Corporation Board of Directors directs the Controller to adjust the Calendar Year 2022 budget to reflect the following changes:

<u>From</u>	<u>Title</u>	<u>Amount</u>	<u>To</u>	<u>Title</u>	<u>Amount</u>
5645	Motor Equipment	\$300,000	5270	Fuel	\$300,000

ATTEST:

APPROVE:

Nancy Obermeyer, Secretary
Bloomington Public Transportation
Corporation

James McLary
Bloomington Public Transportation
Corporation

Approved the 20th day of December, 2022.

RESOLUTION 22-26

A resolution authorizing the BPTC General Manager to purchase fuel through participation and commitment of the BPTC with Indiana University Campus Bus in a fixed price fuel purchase with the most responsive and responsible low bidder for diesel fuel for the period January 1, 2023 through December 31, 2023.

WHEREAS, an important and basic material purchased by the Bloomington Public Transportation Corporation (BPTC) is fuel for transit and support vehicles; and

WHEREAS, because of conditions in the global market there has been significant volatility in the price of fuel and as such rapid increases in fuel costs have greatly impacted BPTC budgets and expenditures especially in past years; and

WHEREAS, Indiana University Campus Bus may develop and issue a procurement solicitation on behalf of IU Campus Bus and BPTC seeking bids on a fixed price contract whereby both IU and BPTC would have the opportunity to lock in a fixed price on diesel fuel; and

WHEREAS, any such bids received required a commitment from IU Campus Bus and BPTC within a one hour time period following receipt as to whether they will enter into such a fixed price contract for the purchase of fuel from the lowest, responsible and responsive bidder; and

WHEREAS, the BPTC has determined through past participation that it is advantageous to enter into such a fixed price contract for the purchase of fuel so as to ensure the certainty of fuel prices for budget purposes;

NOW THEREFORE BE IT RESOLVED by the BPTC Board of Directors: the BPTC General Manager is authorized to purchase diesel fuel within the 2023 budgetary range, through participation and commitment of the BPTC with Indiana University Campus Bus in a fixed price fuel purchase with IU Campus Bus in accordance with the agreement between Indiana University and a petroleum vendor.

ATTEST:

APPROVE:

Nancy Obermeyer, Secretary
Bloomington Public Transportation
Corporation

James McLary, Chair
Bloomington Public Transportation
Corporation

Approved the 20st day of December 2022.

RESOLUTION 22-27

A resolution authorizing the award of contract for IT Professional Services subject to the successful negotiation of a contract.

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) Board of Directors recognized the need for the issuance of a Request for Proposals (RFP) for IT Professional Services; and

WHEREAS, the Bloomington Public Transportation Corporation (BPTC) issued a Request for Proposals with submissions due December 12, 2022; and

WHEREAS, the proposal submitted by _____ was responsive, responsible and ranked the highest on the basis of evaluation criteria; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation that it hereby authorizes the general manager and board chair to enter into a contract with Left Turn Right Turn for IT professional services not to exceed \$200,000 under the terms and conditions to be negotiated by the parties.

APPROVED this _____ day of December, 2022.

BLOOMINGTON PUBLIC TRANSPORTATION
CORPORATION

By: _____
James McLeary, President

ATTEST:

Nancy Obermeyer, Secretary

RESOLUTION 22-28

A resolution authorizing the use of revenues from vending machines in BPTC buildings for BPTC employee functions in 2023.

WHEREAS, for the convenience of Bloomington Public Transportation Corporation employees and the public, vending machines are placed in BPTC buildings; and

WHEREAS, it is customary that commission revenues are earned on vending machine sales; and

WHEREAS, it is appropriate to hold functions for the benefit of employees for recognition of service, fellowship and morale;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation that commission revenues earned on sales from vending machines located in the garage and operations area at 130 West Grimes Lane and sales from vending machines located at the BPTC Downtown Transit Center at 301 S. Walnut Street be dedicated for use for employee functions in 2023.

ATTEST:

APPROVED:

_____ 12-20-22
Nancy Obermeyer
Secretary
Bloomington Public
Transportation Corporation

_____ 12-20-22
James McLary
Chair
Bloomington Public
Transportation Corporation

**Bloomington Public Transportation Corporation (BPTC)
Board of Directors
2023 Proposed Meeting Schedule**

January 17, 2023

February 21, 2023

March 21, 2023

April 18, 2023

May 16, 2023

June 20, 2023

July 18, 2023

August 15, 2023

September 19, 2023

October 17, 2023

November 14, 2023

December 19, 2023

Meetings begin at 5:30 p.m. and location is 130 W. Grimes Lane, Bloomington, IN 47403.




Bloomington Public Transportation Corporation

130 West Grimes Lane, Bloomington, Indiana 47403

812.332.5688 Fax 812.332.3660



TO: Jeff Cockerill
FROM: John Connell, General Manager 
DATE: April 18, 2022
RE: Transit Service to the Proposed Fullerton Pike Site

The Bloomington Public Transit Corporation (BPTC) appreciates the County including BPTC in initial discussions regarding the proposed site for a new jail and the offer to include consideration of transit options in the master planning process.

The identified existing attributes that make the site attractive for the new jail site are attributes (isolated and low population density) that discourage public transportation. However, with that said, if a new county corrections campus was constructed creating conditions favorable to public transit (employees and others needing service to the facility), BT would conduct a feasibility study to determine the viability of providing new service.

BT is not committed to providing service to the proposed location and would only do so if conditions warranted satisfying a demonstrated need.

If a location was selected outside of the city limits, BT would not (currently) have the legal authority to provide service.

Bloomington Public Transportation Corporation

Monthly Statistics and Performance Indicators

Ridership													
	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Fixed Route													
2022 Passenger Trips	151,967	170,221	174,265	177,476	81,871	75,301	67,708	178,423	262,200	245,874	209,554		1,794,860
2021 Passenger Trips	53,907	66,607	90,946	84,466	62,408	61,221	57,746	137,590	214,053	197,902	164,628		1,191,474
2021-2022 Change	98,060	103,614	83,319	93,010	19,463	14,080	9,962	40,833	48,147	47,972	44,926		603,386
2021-2022 Percent Change	182%	156%	92%	110%	31%	23%	17%	30%	22%	24%	27%		51%
BT Access													
2022 Revenue Hours	7,292	7,242	7,966	7,624	6,455	6,382	5,625	7,317	7,680	7,535	7,205		78,323
2021 Revenue Hours	5,469	6,927	7,221	6,921	6,241	6,360	6,271	6,670	7,646	7,278	7,234		74,238
2022 Passengers Per Rev Hour	20.84	23.50	21.88	23.28	12.68	11.80	12.04	24.38	34.14	32.63	29.08		22.92
2021 Passengers Per Rev Hour	9.86	9.62	12.59	12.20	10.00	9.63	9.21	20.63	28.00	27.19	22.76		16.05
2022 Revenue Miles	76,542	77,491	86,846	78,922	69,744	68,926	64,934	81,072	80,607	78,810	75,859		839,753
2021 Revenue Miles	62,339	78,699	81,898	78,501	70,573	71,894	70,889	74,806	81,415	76,596	75,255		822,865
2022 Passengers Per Rev Mile	1.99	2.20	2.01	2.25	1.17	1.09	1.04	2.20	3.25	3.12	2.76		2.14
2021 Passengers Per Rev Mile	0.86	0.85	1.11	1.08	0.88	0.85	0.81	1.84	2.63	2.58	2.19		1.45
BT Access													
2022 Passenger Trips	1,739	1,656	1,995	1,961	2,014	1,924	1,739	2,185	2,043	2,096	2,052		21,404
2021 Passenger Trips	1,163	1,223	1,777	1,839	1,686	1,831	1,873	2,005	2,149	2,345	2,154		20,045
2021-2022 Change	576	433	218	122	328	93	-134	180	-106	-249	-102		1,359
2021-2022 Percent Change	50%	35%	12%	7%	19%	5%	-7%	9%	-5%	-11%	-5%		7%
BT Access													
2022 Revenue Hours	781	745	881	859	839	832	781	979	874	924	819		9,314
2021 Revenue Hours	685	700	891	870	779	861	896	954	932	998	900		9,466
2022 Passengers Per Rev Hour	2.23	2.22	2.26	2.28	2.40	2.31	2.23	2.23	2.34	2.27	2.51		2.30
2021 Passengers Per Rev Hour	1.70	1.75	1.99	2.11	2.16	2.13	2.09	2.10	2.31	2.35	2.39		2.12
2022 Revenue Miles	7,501	6,967	8,183	8,054	8,258	7,696	7,501	9,524	7,834	8,599	8,132		88,249
2021 Revenue Miles	5,650	5,526	7,707	8,719	7,186	7,498	7,911	8,485	8,486	9,602	8,495		85,265
2022 Passengers Per Rev Mile	0.23	0.24	0.24	0.24	0.24	0.25	0.23	0.23	0.26	0.24	0.25		0.24
2021 Passengers Per Rev Mile	0.21	0.22	0.23	0.21	0.23	0.24	0.24	0.24	0.25	0.24	0.25		0.24
Total Ridership													
2022 Passenger Trips	153,706	171,877	176,260	179,437	83,885	77,225	69,447	180,608	264,243	247,970	211,606		1,816,264
2021 Passenger Trips	55,070	67,830	92,723	86,305	64,094	63,052	59,619	139,595	216,202	200,247	166,782		1,211,519
2021-2022 Change	98,636	104,047	83,537	93,132	19,791	14,173	9,828	41,013	48,041	47,723	44,824		604,745
2021-2022 Percent Change	179%	153%	90%	108%	31%	22%	16%	29%	22%	24%	27%		50%

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
Ridership & Productivity By Route
Nov-22

Route	2022								2021				
	Total Passengers	Revenue Hours	Revenue Miles	Passengers Per Hour	Passengers Per Mile	Total Passengers	Revenue Hours	Revenue Miles	Passengers Per Hour	Passengers Per Mile			
1 BHS North*	4,884	n/a	360.88	4,716.22	13.53	n/a	1.04	n/a	8,091	977.4	11,882.1	8.28	0.68
2 W.11th St./S.Rogers	11,007	8.0%	618.00	6,966.75	17.81	17.3%	1.58	9.8%	10,189	671.0	7,082.3	15.18	1.44
3 College Mall/Highland*	29,728	2.8%	1,361.63	16,847.77	21.83	11.7%	1.76	8.5%	28,914	1,479.3	17,785.7	19.55	1.63
4 High St./Bloomfield Rd.	8,951	15.6%	720.63	8,809.64	12.42	32.5%	1.02	41.1%	7,743	825.7	10,756.4	9.38	0.72
5 Sare Road	5,293	28.7%	336.75	3,765.23	15.72	49.0%	1.41	32.8%	4,112	389.7	3,885.2	10.55	1.06
6 Campus Shuttle	61,382	15.9%	1,323.00	12,472.80	46.40	16.2%	4.92	2.2%	52,963	1,326.7	11,001.3	39.92	4.81
7 S Walnut/Clear Creek*	10,766	n/a	808.11	8,614.03	13.32	n/a	1.25	n/a	4,615	259.3	2,907.9	17.80	1.59
8 Eastside Local**	2,063	276.5	3,682.8	7.46	0.56
9 IU Campus/Campus Corner	57,681	25.6%	1,117.45	8,667.42	51.62	31.2%	6.65	17.6%	45,938	1,167.6	8,116.4	39.34	5.66
10 Hospital**
11 W 17th*	6,166	.	356.67	3,155.55	17.29	.	1.95
12 N Walnut*	13,696	.	201.73	1,843.82	67.89	.	7.43
Total	209,554	27.3%	7,205	75,859	29.09	30.3%	2.76	29.4%	164,628	7,373	77,100	22.33	2.14
Year-to-Date Total	1,794,810	50.6%	78,218	834,458	22.95	43.2%	2.15	48.9%	1,191,464	74,378	824,711	16.02	1.44

*Modified or new service on 8/15/22 **Discontinued on 8/15/22

Monthly Management Report 2022
Bloomington Public Transportation Corporation
Monthly Statistics and Performance Indicators

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Fixed Route:													
Total Passengers	151,967	170,221	174,265	177,476	81,871	75,301	67,625	178,423	262,200	245,813	209,554		1,794,716
Revenue Miles	76,542	74,832	84,105	78,922	69,744	68,928	64,934	81,072	80,607	78,810	75,859		834,353
Total Miles	79,009	77,491	86,846	82,062	72,314	71,552	67,352	82,760	83,781	81,957	79,500		864,625
Revenue Hours	7,292	7,242	7,966	7,624	6,455	6,382	5,625	7,317	7,680	7,535	7,205		78,323
Total Hours	7,450	7,411	8,151	7,838	6,627	6,451	5,798	7,527	7,909	7,761	7,485		80,407
Revenue	\$ 24,883.14	\$ 21,853.78	\$ 25,733.95	\$333,079.62	\$ 127,379.99	\$ 125,228.00	\$128,728	\$ 176,096	\$ 163,838	\$ 155,146	\$ 312,860		\$ 1,594,827
Road Calls	13	10	4	0	8	5	7	5	2	8	9		71
Collision Accidents	13	4	3	4	4	1	2	10	2	4	4		51
On Time Performance	75.2%	75.3%	68.3%	71.6%	74.1%	75.8%	76.1%	72.5%	69.4%	68.5%	68.2%		72.3%
PM Inspection OT %	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%		100.00%
Paratransit:													
Total Passengers	1,739	1,656	1,995	1,961	2,014	1,924	1,739	2,181	2,043	2,096	2,052		21,400
Revenue Miles	7,501	6,967	8,183	8,054	8,258	7,696	7,501	9,524	7,834	8,599	8,132		88,249
Total Miles	8,277	7,621	8,983	8,852	9,032	8,503	8,277	10,583	8,759	9,349	9,163		97,399
Revenue Hours	781	745	881	859	839	832	781	979	874	924	819		9,315
Total Hours	843	803	946	922	901	889	843	1,064	950	980	922		10,061
Revenue	\$1,934	\$3,009	\$3,640	\$3,671	\$4,823	\$2,230	\$4,310	\$4,273	\$3,521	\$3,897	\$4,223		\$ 39,532.25
Road Calls	0	1	0	0	0	0	0	0	0	0	0		1
Collision Accidents	0	4	0	0	1	0	0	1	0	0	0		6
On Time Performance	92.1%	92.3%	92.2%	92.0%	92.1%	93.5%	92.1%	92.8%	90.9%	94.2%	92.6%		92.4%
PM Inspection OT %	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100%	100.00%	100.00%	100.00%		100.0%
Trip Denials	0	0	0	0	0	0	0	0	0	1	2		3
Missed Trips	0	0	0	1	0	0	0	2	2	1	2		8
Excessive Long Trips	5	4	6	5	8	0	5	6	3	1	4		47
Average Phone Hold Time (sec)	23	16.6	28.6	19	24.3	20.6	23	24	26.3	25.4	23.1		23

Bloomington Public Transportation Corporation			
Uber and Lyft On-Demand Monthly Summary			
Nov-22			
	Lyft	Uber	Total
BT Late Nite			
Active Users	582	592	
Avg Subsidy	\$12.25	\$8.82	
Total Subsidy	\$21,285.19	\$18,579.22	\$39,864.41
Trips	1738	2106	3844
Eastside On-Demand			
Active Users	160	124	
Avg Subsidy	\$10.56	\$7.25	
Total Subsidy	\$6,312.54	\$3,749.93	\$10,062.47
Trips	598	517	1115
Dispatched Trips			
Dispatched Trips Avg Subsidy	\$12.12	\$10.35	
Dispatched Trips Total Subsidy	\$169.74	\$786.65	\$956.39
Dispatched Trips	14	76	90
Totals			
Total Trips	2412	2699	5111
Total Cost	\$27,767.47	\$23,115.80	\$50,883.27

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

Operating Expenses

Operating expenses for November totaled \$986,880 bringing year-to-date operating expenses to \$7,711,388. Salary and Fringe benefits expense for November were \$601,594. This represents an increase from October due to the timing of payrolls and payroll accruals. Materials and Supplies for November were \$216,289. This represents an increase from October contributed to the timing of parts and supplies purchased and their usage as well as two months of fuel paid during November whereas October had none for a total of \$166,934. Services and Utilities expense for the month totaled \$168,997. This represents an increase from October due mainly to the payment for the oil separator repair for a total of \$25,145. Through November, BT had spent 77% of the 2022 operating budget with 92% of the year completed.

Operating Revenues

Operating revenues for November totaled \$884,976. Operating revenues exceeded operating expenses by \$1,464,452 through November.

Capital Expenditures

There were several capital expenditures during November. 1) Two laptops for a total of \$4,868; 2) Engine and transmission rebuilds, and a hybrid battery pack for a total of \$101,585; 3) First progress payment towards the new air compressor project for a cost of \$31,958.

Operating Cash Balance

November 30, 2022	November 30, 2021	Change
\$12,240,798	\$10,343,240	\$1,897,558 increase

Self - Insurance Fund

Medical monthly premium and claims expense for November were \$72,078.

Self-Insurance Cash Balance

November 30, 2022	November 30, 2021	Change
\$155,822	\$262,036	\$106,214 decrease

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

	MONTH ENDING 11/30/2022	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
Operating Expenses:					
Salary and Fringe Benefits	\$ 601,594	9%	\$ 5,178,023	6,514,465	79%
Materials and Supplies	216,289	14%	1,238,577	1,525,320	81%
Services and Utilities	168,997	8%	1,294,788	2,020,939	64%
Total Operating Expenses	986,880	10%	7,711,388	10,060,724	77%
Operating Revenues:					
Local Tax Revenue	154,333	7%	1,987,667	2,080,679	96%
Fare Revenue	301,270	20%	1,548,043	1,473,796	105%
Other Locally Derived Revenue	64,373	10%	655,150	624,098	105%
Total Locally Derived Revenue	519,976	12%	4,190,860	4,178,573	100%
Federal Operating Grants	365,000	8%	2,405,708	4,664,111	52%
State Operating Grants (PMTF)	-	0%	2,579,272	2,550,664	101%
Total Operating Revenues	884,976		9,175,840	11,393,348	
Operating Gain/(Loss)	(101,904)		1,464,452		
Federal Capital Grants	-	0%	121,778	3,909,777	3%
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
Revenue from Capital Grants/Reserve	-	0%	121,778	3,909,777	3%
Capital Expenditures:	149,887	3%	381,938	5,242,401	7%
Capital Gain/(Loss)	(149,887)		(260,160)		
Net Gain/(Loss)	(251,791)		1,204,292		

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

	MONTH ENDING 11/30/2022	MONTH ENDING 11/30/2021	% CHANGE	YTD 11/30/2022	YTD 11/30/2021	% CHANGE
Operating Expenses:						
Salary and Fringe Benefits	\$ 601,594	\$404,239	49%	\$ 5,178,023	\$4,555,685	14%
Materials and Supplies	216,289	76,583	182%	1,238,577	720,972	72%
Services and Utilities	168,997	174,475	-3%	1,294,788	1,200,430	8%
Total Operating Expenses	986,880	655,297	51%	7,711,388	6,477,087	19%
Operating Revenues:						
Local Tax Revenue	154,333	154,085	0%	1,987,667	1,957,141	2%
Fare Revenue	301,270	152,055	98%	1,548,043	796,225	94%
Other Locally Derived Revenue	64,373	43,003	50%	655,150	340,916	92%
Total Locally Derived Revenue	519,976	349,143	49%	4,190,860	3,094,282	35%
Federal Operating Grants	365,000	596,000	-39%	2,405,708	2,702,000	-11%
State Operating Grants (PMTF)	-	-	0%	2,579,272	2,212,843	17%
Total Operating Revenues	884,976	945,143	-6%	9,175,840	8,009,125	15%
Operating Gain/(Loss)	(101,904)	289,846		1,464,452	1,532,038	
Federal Capital Grants	-	534	-100%	121,778	1,804,394	-93%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
Revenue from Capital Grants/Reserve	-	534	#DIV/0!	121,778	1,804,394	-93%
Capital Expenditures:	149,887	9,249	1521%	381,938	2,311,364	-83%
Capital Gain/(Loss)	(149,887)	(8,715)		(260,160)	(506,970)	
Net Gain/(Loss)	(251,791)	281,131		1,204,292	1,025,068	

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

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
Administrative Staff	0	0	0
Fixed Route Drivers	0	1	10
BT Access Drivers	0	0	0
Mechanics	0	0	1
Service Person	0	0	0
Service Attendants	0	0	0
Total	0	1	11

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) November 22, 2022 5:30 P.M.

MINUTES

Chair 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 virtual electronic means.

Join Zoom Meeting at the following link:

<http://us02web.zoom.us/j/88006299587?pwd=eUIUUEIKYitnU1E3S2VrWko5L0Urdz09>

Meeting ID: 880 0629 9587

Passcode: 046046

One Tap Mobile

+13017158592,,88920130363#,,,,*212598 # US (Washington DC)

+116465588656,,89358499662#,,,,*212598# 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: 833 2795 3608

Passcode: 788822

ROLL CALL

Board Members and staff present: Chair James McLary, Secretary Nancy Obermeyer, Board Member Doug Horn, Board Member Marilyn Hartman, General Manager, John Connell, Controller, Christa Browning, Planning and Special Projects Manager, Zac Huneck, and Operations Manager Mike Clark.

Members of the Public: Andrew Coomer, B-Square Dave Askins,

The following additional persons were also present via Zoom. Vice Chair Kent McDaniel and Human Resource Administrator/Marketing Director Brenda Underwood, Eric Ost.

OLD BUSINESS

There was no old business.

MINUTES

Secretary Obermeyer made a motion to approve the October 18, 2022 Minutes and Board Member Horn seconded it. The Board approved unanimously.

NEW BUSINESS-ACTION ITEMS

General Manager John Connell stated Resolution 22-23, a resolution adopting the revised and updated Agency Safety Plan for the Bloomington Public Transportation Corporation (BPTC). He said Operations Manager Mike Clark has been working on updating the BPTC Agency Safety Plan to include new policy requirements as a result of Bipartisan Infrastructure Law.

He said Mike has worked diligently to incorporate the necessary plan changes and updates as required by law. He noted required major changes include establishing an Infectious Disease Policy and establishing a Safety committee which consist of an equal number of frontline employee representatives selected by the labor organization representing frontline employees and equal number of management representatives.

He said the revised policy and resolution are attached and must be formally adopted by the Board by approving Resolution 22-23.

General Manager Connell stated this year we would like to have an employee recognition and appreciation event for the employees. He said there will be safety awards for accident free performance and also recognize employees that have went above and beyond in terms of customer service. He said with the Boards approval we would like to get the event planned for December 18th, 2022. He said the approximate cost will be \$3500 depending on how many attend.

Board Member Horn made a motion to approve the Employee Appreciation Event and Secretary Obermeyer seconded it. The Board approved unanimously.

Board Member Hartman made a motion to approve Resolution 22-23, a resolution adopting the revised and updated Agency Safety Plan for Bloomington Public Transportation Corporation (BPTC) and Secretary Obermeyer seconded it. The Board approved unanimously.

General Manager Connell stated he, Jeff Jackson and Planning and Special Projects Manager, Zac Huneck have been working together on the Guarantee Ride Home voucher program for the Transportation Demand Management (TDM)/GO BLOOMINGTON program.

He said The City of Bloomington's TDM program also known as Go Bloomington promotes sustainable transportation alternatives such as walking, biking, public transit, car-pooling, van-pooling and micro-vehicles (SOV's) operating in town which will decrease carbon emissions, relieve traffic congestion and improve parking availability. He said as more people carpool, vanpool, use transit, walk, or bike to and from work/school instead of driving alone, unplanned or emergency situations can come up when participants are at work or school and must leave unexpectedly. A Guaranteed Ride Home program exists for this very reason.

He said Go Bloomington is launching a new Guaranteed Ride Home (GRH) program and is requesting BPTC to add a new voucher for providing guaranteed rides under the BPTC contract with Transportation Network Companies for on demand Micro-Transit services. He said we do have the flexibility to add new program components to existing contracts and could seamlessly add the guarantee ride home component to our existing contracts on behalf of Go Bloomington. Go Bloomington would be responsible for reimbursing BPTC for all costs associated with GRH vouchers.

Jeff Jackson from the City Of Bloomington gave an overview of his background and history with the transportation industry and Bloomington Transit. He said City of Bloomington presented their transportation demand plan in May of 2020. He said they have set up a website, www.gobloomington.org. He said their mission is to reduce single option vehicles. He said they would like to do that by encouraging people to walk, bike, use Bloomington Transit, use Indiana University Campus Buses, carpool.

He said they are not asking people to give up their cars, just use alternative means when possible. He noted if they accomplish their goals by getting registrants and people participating it will reduce carbon emissions, improve parking availability and decrease traffic congestion.

He said this Inter-local agreement allows Go Bloomington to use the same voucher system that Bloomington Transit has set up in place. He said it will be tied to their Go Bloomington registry email addresses. He said he will issue vouchers to the registrants. He said when they use the trip Go Bloomington gets billed. He said this Inter-local agreement formalizes our requirement to pay Bloomington Transit back for their expenses.

General Manager Connell stated the original resolution that went out with the Board packet has been amended. He said he emailed the Board a copy of the amended version. He said he sent the amended resolution to our attorney Barbara McKinney and she said it looked fine.

Board Member Hartman stated she would like a resolution authorizing Bloomington Public Transportation to have an agreement to enter into an Inter-local agreement.

Chair McLary stated he would suggest that the Board pass the resolution supporting the concept and authorize General Manager Connell to come back to the Board with an agreement.

Board Member Hartman made a motion to adopt a Resolution authorizing the General Manager Connell to develop an Inter-Local agreement which contains the following provisions. 1. We support a Go Bloomington guaranteed ride home voucher program. 2. Go Bloomington will reimburse Bloomington Public Transit for all cost incurred for the guaranteed home ride services up to \$16,000.

Board Member Hartman stated this will be a resolution and we can come back to the next meeting in December with the Inter-Local agreement.

Vice Chair McDaniels stated he thinks this should be a motion and not a resolution.

Chair McLary stated this will be considered a motion. He said we have a motion instead of a resolution to bring the Inter-Local agreement to the December Board meeting. Board Member Hartman made the motion. The Board approved unanimously.

Human Resource Administrator/Marketing Director Brenda Underwood stated this year's Stuff-A-Bus has been scaled down. She said the bus will be out for seven days and that we are partnering with several local businesses including Cook Ellettsville, Cook Polymer and Great West Casualty. She said they will

collect within their organizations and we will go pick up all the donations. She said we did scale down from 10 days to 7 days this year. She said we are partnering with (DCS) Department of Child Services. She noted we have some open slots for volunteers and she will email them to the Board Members.

General Manager Connell gave an update on the Strategic Plan. He said Chair McLary submitted his re-ranking of the strategies. He said feel free to do the number ranking, you can rank them on your own and if you don't that's fine as well. He said he will be doing the same. He said if everyone responds we can work through it together. He said he will send an email to the Board summarizing where we are at with everything. He noted there are some very important issues we will need to have discussions on. He said that will be the next step.

Chair McLary gave an overview of a couple of things that he thought was missing and should have been ranked.

General Manager Connell stated that if there is something the Board feels that has been left out please add it.

General Manager Connell stated we did issue a RFP for the IT Professional Services. He said proposals are due December 18th. He said he and Planning and Special Projects Manager Zac Huneck will be hosting a pre-proposal conference on Monday December 12th. He noted we have had significant levels of interest.

General Manager Connell stated we are getting to the end of the year and we need to start thinking about our Micro-Transit philosophy moving forward. He said he thinks we need to start to discuss the long range plan and how Micro-Transit fits in our overall vision.

Planning and Special Projects Manager Zac Huneck gave an overview of the BPTC Peer Analysis.

Planning and Special Projects Manager, Zac Huneck stated fix route provided 245,813 trips for October 2022. He said it is a 24% increase from October 2021. He said BT Access provided 2096 trips. He said it is an 11% decrease from October 2021.

Zac Huneck said through Micro-Transit we provided 3939 trips in September. He said demand continues to increase.

Zac Huneck said BT Access provides 12-15 trips on Sundays. He said that has been the average for the last three years.

General Manager Connell stated in our 2023 budget we looked at the Lit funding and the Micro-Transit program. The way it was presented to the City Council and to the Board through the budget was a Hybrid Micro-Transit operation. He said it would operate using our employees, our vehicles and we would use Uber and Lyft to supplement trips.

General Manager Connell said he and Planning and Special Projects Manager Zac Huneck did a demo of SPARE. The SPARE Software is designed for people requesting trips. When a person requests a trip, it will give you an option of what is available and the cost of the trip and will tell you how far away your ride is..

General Manager Connell gave an overview of the October 2022 Financial Report.

Human Resource Administrator/Marketing Director Brenda Underwood stated we hired 3 drivers in October and we lost 3 drivers. She said one left because of health reasons, one left because of housing and one took a job at IU Campus bus. She said we need around 15 drivers. She said we lost one service attendant and we hired one. She noted we had 4 good interviews last week and we are waiting for them to get their paperwork all together and also get their permits. She said we also have 4 more interviews tomorrow.

Board Member Horn stated because of the holiday there was no MPO meeting.

APPROVAL OF CLAIMS

The Claims for November 22, 2022 were presented for approval by Board Member Horn and seconded by Board Member Hartman. The Board approved unanimously.

PUBLIC COMMENTS

Andrew Coomer stated he thinks Bloomington needs more affordable housing for year round residents. He said instead of going with all Electric Buses, he thinks we need to keep some Hybrids around for fallback if some of the Electric Buses are not charged to run.

General Manager Connell stated the Board approved the transition plan for 60% Battery Electric. He said that leaves 40% of the vehicles as next generation Hybrid.

BOARD MEMBER COMMENTS

There were no comments from the Board.

ADJOURNMENT

Board Member Hartman made a motion to adjourn and Secretary Obermeyer seconded it. The Board approved unanimously.

APPROVE:

ATTEST:

12-20-22
James J. McLary, Chair
Board of Directors BPTC

12-20-22
Nancy Obermeyer, Secretary
Board of Directors BPTC