



# 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: April 14, 2023  
Re: Board Meeting, Tuesday, April 18, 2023, 5:30 p.m.

Included below are your notes for the meeting of the Board of Directors set for Tuesday, April 18, 2023 at 5:30 p.m. in the Edward J. Kuntz Board Room, 130 W. Grimes Lane in Bloomington.

## ACTION ITEMS

1. **Resolution 23-07**, a resolution awarding a purchase order for four (4) battery electric 40-foot buses, and charging equipment, in an amount up to \$4,500,000 million with Gillig LLC. The 2023 budget includes funding for an additional (4) Battery Electric Buses. This resolutions seeks approval to award a purchase order for the purchase of four (4) battery electric 40-foot buses from the State of Washington contract. The contract is open to public agencies like BPTC. I will verify the contract and procurement process to ensure it satisfies the various Federal Transit Administration procurement requirements.
2. **Resolution 23-08**, a resolution adopting the Bloomington Public Transportation Corporation's Transit Asset Management Plan's Performance Metrics and Targets. BPTC established our goals and performance metrics back in October of 2022. As a result of the recent Triennial Review with FTA, a "best practice" recommendation is having the Board formally adopt the document.
3. **Approval of agreement with City of Bloomington's Parks and Recreation**. This arrangement dates back to 1993. BT has provided fare free passes to Kid Camp summer campers and staff Kid Camp staff. Staff once again requests Board approval to continue the tradition.
4. **Micro Transit Pilot Program Update**: The IT, Innovation, Planning and Development subcommittee (McLary, Horn) met last week with staff to discuss the future of the Micro-Transit Program. A summary of the ideas and recommendations from that meeting will be presented to the Board. I have attached some micro-transit materials related to our discussion.

## **AGENDA**

**Bloomington Public Transportation Corporation (BPTC)**

**Tuesday, April 18, 2023**

**130 W. Grimes Lane, Bloomington, IN 47403**

**Conference Room, 5:30 P.M**

**The April 18, 2023 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**

**<https://us02web.zoom.us/j/83855043482?pwd=aURRSFdRVU0vWG9pa1d4L3ZUNXE0QT09>**

**Meeting ID: 838 5504 3482**

**Passcode: 327458**

**PUBLIC MEETING**

**04/18/2023**

- I. ROLL CALL
- II. OLD BUSINESS
- III. APPROVAL OF MINUTES – March 21, 2023 & March 31, 2023
- IV. NEW BUSINESS
  1. Resolution 23-07, a resolution awarding a purchase order for four (4) battery electric 40-foot buses, and charging equipment, in an amount up to \$4,500,000 million with Gillig LLC.
  2. Approval of agreement with the City of Bloomington's Park Department for summer camp fare free rides.
  3. Resolution 23-08, a resolution approving the BPTC Transit Asset Management Plan Performance Metrics and Targets.
- V. MANAGER, STAFF AND BOARD REPORTS
  1. PROJECT UPDATES – John Connell
    - IT, Innovation, Planning and Development Subcommittee report on Micro-Transit pilot program.
    - FTA Triennial Review

2. MARCH OPERATING STATISTICS – Zac Huneck
  3. MARCH FINANCIAL REPORT – Christa Browning
  4. MARCH PERSONNEL REPORT – Brenda Underwood
  5. MPO REPORT – Doug Horn
- VI. APPROVAL OF CLAIMS
  - VII. COMMENTS FROM THE PUBLIC
  - VIII. COMMENTS FROM BOARD MEMBERS
  - IX. ADJOURNMENT – NEXT MEETING: May 16, 2023

**RESOLUTION 23-07**

A resolution awarding a purchase order for the purchase of four (4) battery electric 40-foot buses, and charging equipment.

**WHEREAS**, Bloomington Public Transportation Corporation (BPTC) desires to provide for the regular replacement of revenue vehicles in order to maintain a modern and efficient fleet; and

**WHEREAS**, BPTC has approved federal grants for the purchase of four (4) 40-foot battery electric buses, charging stations, installation of charging stations, and

**WHEREAS**, the State of Washington has publicly procured and awarded a contract for the purchase of vehicles from the Gillig LLC that provides the ability for public entities such as BPTC to use; and

**WHEREAS**, the BPTC General Manager shall further research the State of Washington contract and procurement process to ensure it satisfies the various Federal Transit Administration procurement requirements.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Bloomington Public Transportation Corporation (BPTC) authorizes the BPTC General Manager to execute and issue a purchase order for this purchase in an amount up to \$4,500,000 million with Gillig LLC for the purchase of four (4) battery electric buses, The BPTC General Manager is authorized to execute such purchase order not later than December 31, 2023.

APPROVE:

ATTEST:

04-18-23

\_\_\_\_\_  
James McLary  
Chair  
Bloomington Public  
Transportation Corporation

04-18-23

\_\_\_\_\_  
Nancy Obermeyer  
Secretary  
Bloomington Public  
Transportation Corporation

**RESOLUTION 23-08**

**A resolution adopting the Bloomington Public Transportation Corporation's Transit Asset Management Plan, Performance Metrics and Targets.**

**WHEREAS**, the United States Department of Transportation (USDOT) and the Federal Transit Administration (FTA) requires transit agencies to develop and implement a Transit Asset Management (TAM) plan if the agency (1) owns, operates, or manages capital assets used to provide public transportation; and (2) receives federal financial assistance under 49 U.S.C. Chapter 53 as a recipient or subrecipient.

**WHEREAS**, the TAM plan requirement is intended to guide agencies towards a state of good repair (SGR) which mandates all fund recipients adopt and implement a Transit Asset Management Plan, and

**WHEREAS**, BPTC has developed and completed a TAM plan which includes performance metrics and targets in full compliance with FTA requirements,

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Bloomington Public Transportation Corporation hereby adopts the BPTC TAM Plan and related performance metrics and targets.

**CERTIFICATION**

The undersigned duly qualified Secretary of the Board of Directors of the BPTC, acting on behalf of the Bloomington Public Transportation Corporation, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Bloomington Public Transportation Corporation held on April 18, 2023.

APPROVE:

ATTEST:

\_\_\_\_\_  
04-18-23

\_\_\_\_\_  
04-18-23

James McLary  
Chair  
Bloomington Public  
Transportation Corporation

Nancy Obermeyer  
Secretary  
Bloomington Public  
Transportation Corporation

To: John Connell, TAM Plan Accountable Executive  
From: Zac Huneck, Planning & Special Projects Manager  
Re: Performance Metrics and Targets  
Date: October 1, 2022

Bloomington Public Transportation Corporation (BPTC) develops its Transit Asset Management (TAM) Plan—in accordance with 49 CFR Part 625—as part of its strategic approach to maintaining and replacing assets deployed for the provision of transit services. The following are performance metrics and targets developed alongside the TAM Plan.

### **Rolling Stock**

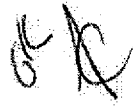
Performance measures for rolling stock are based on the percentage of vehicles and equipment that exceed useful life benchmarks (ULB) established by the Federal Transit Administration (FTA). In addition to its ULB performance metric, BPTC monitors the number of maintenance road calls to service vehicles that are unable to complete a scheduled trip due to mechanical failures.

### **Rolling Stock – Fixed Route**

BPTC operates a fixed route fleet of 34 vehicles—33 heavy duty buses and 1 cutaway—to serve its fixed-route bus service. An additional 9 vehicles ranging in manufacturing year 2003-2005 are retained by BPTC as a reserve fleet as the agency transitions to new battery-electric bus (BEB) technology, and in anticipation of expanded fixed-route service in the near future. In August 2022, BPTC began operating transit services according to new operating agreements with two residential developments to provide supplemental transit service to the Indiana University campus, the highest trip generator in the city. Reserve fleet vehicles are being retained in anticipation of deploying new service through operating agreements with additional residential properties. For its fixed route fleet, BPTC has set a target of operating no more than 20 percent of vehicles at or beyond their ULB in 2023.

In addition to tracking ULB for its replacement cycle, BPTC monitors maintenance road calls for its revenue fleet. In 2021, the average road calls per 100,000 revenue miles was 97.45.

The following tables from the Bloomington-Monroe County Transportation Improvement Program depict BPTC's replacement cycle for years 2022-2026.



40-foot Replacement Battery Electric Buses, Charging Stations, & Installation (BLO-23-004 (1700764), BLO-25-004 (1700766), BLO-26-004 (1700767))						
Funding Source	Fiscal Year					Total*
	2022	2023	2024	2025	2026	
5339		\$3,501,777		\$1,371,774	\$473,322	\$5,346,873
STBG					\$500,000	\$500,000
STBG PYB		\$432,000				\$432,000
Local		\$983,444		\$487,944	\$243,331	\$1,894,719
<b>Totals</b>	<b>\$0</b>	<b>\$4,917,221</b>	<b>\$0</b>	<b>\$1,859,718</b>	<b>\$1,216,653</b>	<b>\$7,973,592</b>

\*Estimated Total Project Cost (23 CFR 450.218(i)(2); 23 CFR 450.326(g)(2))

Fixed Route Service Expansion Electric Vehicles, Charging Stations & Installation (BLO-23-008 (N/A))						
Funding Source	Fiscal Year					Total*
	2022	2023	2024	2025	2026	
5339		\$7,040,000				\$7,040,000
Local		\$1,760,000				\$1,760,000
<b>Totals</b>	<b>\$0</b>	<b>\$8,800,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,800,000</b>

\*Estimated Total Project Cost (23 CFR 450.218(i)(2); 23 CFR 450.326(g)(2))

### Rolling Stock – Paratransit

BPTC operates 12 vehicles—10 cutaways and 2 minivans—to operate its complementary paratransit service. For its paratransit fleet, BPTC has set a target of operating no vehicles at or beyond their ULB in 2023.

In addition to tracking ULB for its replacement cycle, BPTC monitors maintenance road calls for its revenue fleet. In 2021, no road calls were required to maintain BPTC's paratransit fleet.

The following table from the Bloomington-Monroe County Transportation Improvement Program depicts BPTC's replacement cycle for years 2022-2026 to accomplish its goal.

Purchase of Access Vehicle Replacement (BLO-22-003 (1700763), BLO-23-003 (1700764), BLO-24-003 (1700765), BLO-25-003 (1700766), BLO-26-003 (1700767))						
Funding Source	Fiscal Year					Total*
	2022	2023	2024	2025	2026	
5310		\$184,800	\$149,742	\$155,731	\$161,982	\$652,235
5339	\$184,800					\$184,800
Local	\$46,200	\$46,200	\$37,436	\$38,933	\$40,490	\$209,259
<b>Totals</b>	<b>\$231,000</b>	<b>\$231,000</b>	<b>\$187,178</b>	<b>\$194,664</b>	<b>\$202,452</b>	<b>\$1,046,294</b>

\*Estimated Total Project Cost (23 CFR 450.218(i)(2); 23 CFR 450.326(g)(2)). FY 2026 is illustrative.

### **Rolling Stock – Support Vehicles**

BPTC set its performance target for non-revenue vehicles operating beyond their ULB at 35 percent. BPTC evaluated the state of repair of its current non-revenue fleet along with resources available for replacement vehicles to determine a realistic performance target. BPTC took delivery of three SUV support vehicles in 2022, thereby maintaining the health of the fleet. Currently, 2 out of 10 non-revenue vehicles (20 percent) exceed their ULB.

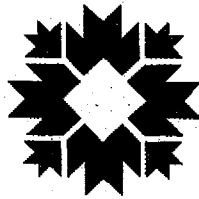
### **Facilities**

The Grimes Lane operating and maintenance facility was built in 1997 and is now 26 years old. Some elements of the facility are showing wear and age and will need repair and/or replacement over the next 5-10 years. A Facility Condition Assessment Study completed by consulting firm, EMG, was completed in 2019 to develop a prioritized list for facility repairs and upgrades. The Grimes Lane facility was rated “3” on the condition scale. BPTC sets a target for the facility to remain “3” on the condition scale in 2023.

The Downtown Transit Center was built in 2014 and was inspected by EMG in the 2019 Facility Condition Assessment. The facility was rated “5” on the condition scale. Only minor repairs are anticipated over the next 5 years for this facility. BPTC sets a target for the facility to remain “5” on the condition scale in 2023.

A comprehensive facility condition assessment is scheduled to be conducted in 2023 to inform BPTC’s transit asset management activities.





**CITY OF  
BLOOMINGTON**  
PARKS AND RECREATION

**Mailing Address**  
Administrative Offices  
401 N. Morton St. Suite 250  
PO Box 848  
Bloomington, IN 47402  
Phone: (812) 349-3700  
Fax: (812) 349-3705  
parks@bloomington.in.gov  
www.bloomington.in.gov/parks

**Allison-Jukebox  
Community Center**  
351 South Washington Street  
Bloomington, IN 47401  
(812) 349-3731

**Banneker Community Center**  
930 West 7<sup>th</sup> Street  
Bloomington, IN 47402  
(812) 349-3735

**Cascades Golf Course**  
3550 North Kinser Pike  
Bloomington, IN 47402  
(812) 349-3784

**Frank Southern Ice Arena**  
1965 South Henderson Street  
Bloomington, IN 47401  
(812) 349-3740

**Twin Lakes Recreation Center**  
1700 West Bloomfield Road  
Bloomington, IN 47403  
(812) 349-3720

**Inclusive Recreation**  
(812) 349-3747

**Maintenance, Landscaping  
& Cemetery Operations**  
(812) 349-3498

**MEMORANDUM**

To: Brenda Underwood, Human Resources Administrator/Marketing  
From: Amy Shrake, Program/Facility Coordinator  
Subject: Bus Passes for Summer Camps  
Date: January 23, 2023

Since the inception of our summer camp program in 1993 the Bloomington Transit has been used as a mode of transportation for our staff and campers. This has been possible through the generous donation of seasonal bus passes from the Bloomington Transit. This summer we once again plan to use the Bloomington Transit and kindly request seasonal bus passes to meet the needs of each of our camps. The following table provides the location of each of our camps and the number and type of bus passes per this request:

Camp (Dates)	Location		
Kid City Original (6/3-8/2)	Allison-Jukebox Community Center	6	38
Kid City Quest (6/3-8/2)	Allison-Jukebox Community Center	4	20
CIT Program (6/3-7/19)	Allison-Jukebox Community Center	1	4

Total Adult Passes: 11  
Total Child Passes: 62

Please note that all these camps may not fill during a given week. I hope you will be able to honor this request. Thank you for helping to make our summer camp program the best in town!

Sincerely,

*Amy Shrake, CTR*

Amy Shrake  
Kid City Camp Director  
Program/Facility Coordinator  
Bloomington Parks and Recreation

CITY OF BLOOMINGTON - SUMMER CAMP BUS PASSES 2023

	ADULT PASSES	COST
June	11	\$ 330.00
July	11	\$ 330.00
August	10	\$ 300.00

TOTAL 32 \$ 960.00

	SUMMER FUN PASS	COST
	38	\$ 456.00
	20	\$ 240.00
	4	\$ 48.00

TOTAL 62 \$ 744.00

GRAND TOTAL \$ 1,704.00

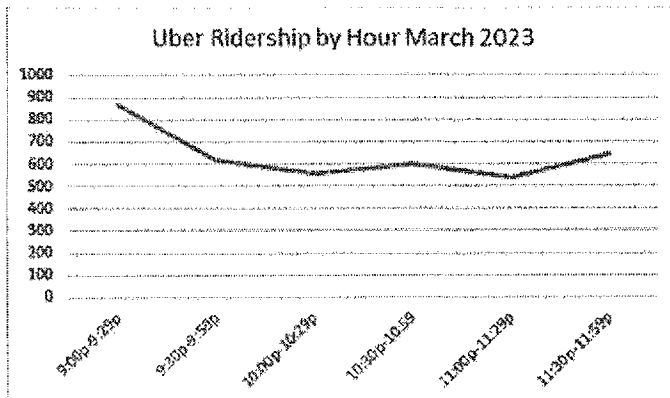
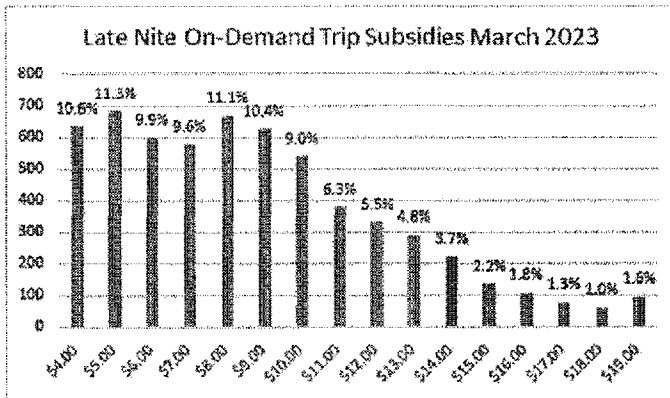
**Micro Transit Pilot Program Review:**

2023 Budget: \$350,000

To date expenses: \$219,000 (through March) -Averaging \$73,000/month when IU in session.  
 (Approximate 40% reduction in use when IU is not in session.)

2023 Balance \$131,000

- 1) The program is running over budget. Projected annual cost \$725,000.
- 2) The cost savings of not running fixed route service is estimated at \$34,000 - \$59,000 per month or \$408,000 - \$708,000 annually. (Eastside voucher program provides service in area where service was lost due to route changes)
- 3) The program was designed as a safety net for individuals who were losing fixed route service. We anticipate 70% of program users are currently students.
- 4) Cost reduction strategies include:
  - Add a 10:10 pm trip to fixed routes and change voucher availability form 9:00pm – midnight to 10:30 pm – Midnight.
  - Reduce the number of vouchers redeemable per night from 2, to one.
  - Cap the voucher subsidy at \$12 instead of \$19.







**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION**  
**Ridership & Productivity By Route**  
**Mar-23**

Route	2023								2022				
	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*	5,826	n/a	402.08	5,261.43	14.49	n/a	1.11	n/a	9,380	1,038.7	11,662.0	9.03	0.80
2 W.11th St./S.Rogers	11,940	22.2%	691.37	7,782.25	17.27	27.0%	1.53	19.1%	9,769	718.7	7,586.3	13.59	1.29
3 College Mall/Highland*	31,967	2.6%	1,529.63	18,934.95	20.90	5.3%	1.69	2.5%	31,156	1,570.5	18,912.2	19.84	1.65
4 High St./Bloomfield Rd.	8,397	5.7%	802.32	9,815.54	10.47	15.0%	0.86	22.5%	7,946	873.2	11,382.8	9.10	0.70
5 Sare Road	5,404	27.2%	375.60	4,198.08	14.39	39.0%	1.29	23.5%	4,250	410.7	4,078.1	10.35	1.04
6 Campus Shuttle	64,286	20.2%	1,364.42	12,865.11	47.12	16.8%	5.00	12.1%	53,469	1,325.2	11,994.1	40.35	4.46
7 S Walnut/Clear Creek*	11,182	n/a	994.85	11,302.53	11.24	n/a	0.99	n/a	4,598	262.5	2,944.4	17.52	1.56
8 Eastside Local**	.	.	.	.	.	.	.	.	2,135	288.3	3,824.4	7.41	0.56
9 IU Campus/Campus Corner	58,940	23.3%	1,218.13	9,486.99	48.39	13.5%	6.21	17.0%	47,796	1,121.1	9,001.7	42.63	5.31
10 Hospital**	.	.	.	.	.	.	.	.	3,766	356.8	2,718.8	10.55	1.39
11 W 17th*	6,269	.	400.33	3,537.05	15.66	.	1.77	.	.	.	.	.	.
12 N Walnut*	12,728	.	213.60	2,494.58	59.59	.	5.10	.	.	.	.	.	.
<b>Total</b>	<b>216,939</b>	<b>24.5%</b>	<b>7,992</b>	<b>85,679</b>	<b>27.14</b>	<b>24.1%</b>	<b>2.53</b>	<b>22.2%</b>	<b>174,265</b>	<b>7,966</b>	<b>84,105</b>	<b>21.88</b>	<b>2.07</b>
<b>Year-to-Date Total</b>	<b>663,053</b>	<b>103.2%</b>	<b>22,506</b>	<b>242,255</b>	<b>29.46</b>	<b>34.7%</b>	<b>2.74</b>	<b>32.7%</b>	<b>326,232</b>	<b>14,919</b>	<b>158,136</b>	<b>21.87</b>	<b>2.06</b>

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

\*\*Discontinued on 8/15/22



Bloomington Public Transportation Corporation			
Uber and Lyft On-Demand Monthly Summary			
Mar-23			
	Lyft	Uber	Total
BT Late Nite			
Active Users	700	1059	
Avg Subsidy	\$11.02	\$8.50	
Total Subsidy	\$24,271.87	\$32,439.41	\$56,711.28
Trips	2202	3816	6018
Eastside On-Demand			
Active Users	392	152	
Avg Subsidy	\$9.70	\$6.50	
Total Subsidy	\$16,832.11	\$5,293.92	\$22,126.03
Trips	1735	815	2550
Dispatched Trips			
Dispatched Trips Avg Subsidy	.	\$8.18	
Dispatched Trips Total Subsidy	\$0.00	\$466.05	\$466.05
Dispatched Trips	0	57	57
Totals			
Total Trips	3994	4688	8682
Total Cost	\$41,103.98	\$38,199.38	\$79,303.36



**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION  
FINANCIAL NARRATIVE FOR THE MONTH ENDING  
MARCH 31, 2023**

**Operating Expenses**

Operating expenses for March totaled \$861,939. Salary and Fringe benefits expense for March were \$566,391. This represents an increase from February due to the timing of payrolls and payroll accruals and the administrative staff receiving their 2023 raises. Materials and Supplies for March were \$122,431. This represents a 10% decrease or (\$14,095) from February contributed to the timing of parts and supplies purchased and their usage and payment for fuel \$14,947 less than February. Services and Utilities expense for the month totaled \$173,117. This represents a decrease from February due mainly to the decrease in professional contract payments. BT spent 19% of the 2023 operating budget with 25% of year completed.

**Operating Revenues**

Operating revenues for March totaled \$1,324,571, resulting in an operating gain of \$551,072 through March.

**Capital Expenditures**

The only capital expense during March was for tires for a total of \$14,473.

**Operating Cash Balance**

March 31, 2023	March 31, 2022	Change
\$12,566,684	\$11,097,847	\$1,468,837 increase

**Self - Insurance Fund**

Medical monthly premium and claims expense for March were \$60,369.

**Self-Insurance Cash Balance**

March 31, 2023	March 31, 2022	Change
\$332,308	\$237,087	\$95,221 increase

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION  
SUMMARY OF REVENUES AND EXPENSES  
FOR THE PERIOD ENDED MARCH 31, 2023**

	MONTH ENDING 3/31/2023	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
<b>Operating Expenses:</b>					
Salary and Fringe Benefits	\$ 566,391	8%	\$ 1,572,243	7,091,610	22%
Materials and Supplies	122,431	6%	287,980	2,065,211	14%
Services and Utilities	173,117	6%	442,803	2,848,019	16%
<b>Total Operating Expenses</b>	<b>861,939</b>	<b>7%</b>	<b>2,303,026</b>	<b>12,004,840</b>	<b>19%</b>
<b>Operating Revenues:</b>					
Local Tax Revenue	186,390	3%	559,174	6,045,281	9%
Fare Revenue	169,661	8%	405,563	2,061,412	20%
Other Locally Derived Revenue	69,864	1%	134,937	4,985,474	3%
<b>Total Locally Derived Revenue</b>	<b>425,915</b>	<b>3%</b>	<b>1,099,674</b>	<b>13,092,167</b>	<b>8%</b>
Federal Operating Grants	203,799	8%	610,827	2,538,517	24%
State Operating Grants (PMTF)	694,857	27%	1,143,597	2,607,880	44%
<b>Total Operating Revenues</b>	<b>1,324,571</b>		<b>2,854,098</b>	<b>18,238,564</b>	
Operating Gain/(Loss)	462,632		551,072		
Federal Capital Grants	43,253	0%	43,253	20,983,041	0%
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
<b>Revenue from Capital Grants/Reserve</b>	<b>43,253</b>	<b>0%</b>	<b>43,253</b>	<b>20,983,041</b>	<b>0%</b>
<b>Capital Expenditures:</b>	<b>14,473</b>	<b>0%</b>	<b>73,240</b>	<b>27,216,765</b>	<b>0%</b>
Capital Gain/(Loss)	28,780		(29,987)		
<b>Net Gain/(Loss)</b>	<b>491,412</b>		<b>521,085</b>		

**BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION  
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES  
FOR THE PERIODS ENDED MARCH 2022 AND 2023**

	MONTH ENDING 3/31/2023	MONTH ENDING 3/31/2022	% CHANGE	YTD 3/31/2023	YTD 3/31/2022	% CHANGE
<b>Operating Expenses:</b>						
Salary and Fringe Benefits	\$ 566,391	\$488,956	16%	\$ 1,572,243	\$1,382,131	14%
Materials and Supplies	122,431	107,833	14%	287,980	202,694	42%
Services and Utilities	173,117	86,230	101%	442,803	261,306	69%
<b>Total Operating Expenses</b>	<b>861,939</b>	<b>683,019</b>	<b>26%</b>	<b>2,303,026</b>	<b>1,846,131</b>	<b>25%</b>
<b>Operating Revenues:</b>						
Local Tax Revenue	186,390	173,911	7%	559,174	521,733	7%
Fare Revenue	169,661	29,374	478%	405,563	81,054	400%
Other Locally Derived Revenue	69,864	97,505	-28%	134,937	160,053	-16%
<b>Total Locally Derived Revenue</b>	<b>425,915</b>	<b>300,790</b>	<b>42%</b>	<b>1,099,674</b>	<b>762,840</b>	<b>44%</b>
Federal Operating Grants	203,799	593,500	-66%	610,827	1,052,285	-42%
State Operating Grants (PMTF)	694,857	214,939	0%	1,143,597	644,817	77%
<b>Total Operating Revenues</b>	<b>1,324,571</b>	<b>1,109,229</b>	<b>19%</b>	<b>2,854,098</b>	<b>2,459,942</b>	<b>16%</b>
<b>Operating Gain/(Loss)</b>	<b>462,632</b>	<b>426,210</b>		<b>551,072</b>	<b>613,811</b>	
Federal Capital Grants	43,253	1,167	3606%	43,253	24,952	73%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
<b>Revenue from Capital Grants/Reserve</b>	<b>43,253</b>	<b>1,167</b>	<b>#DIV/0!</b>	<b>43,253</b>	<b>24,952</b>	<b>73%</b>
<b>Capital Expenditures:</b>	<b>14,473</b>	<b>14,777</b>	<b>-2%</b>	<b>73,240</b>	<b>44,666</b>	<b>64%</b>
<b>Capital Gain/(Loss)</b>	<b>28,780</b>	<b>(13,610)</b>		<b>(29,987)</b>	<b>(19,714)</b>	
<b>Net Gain/(Loss)</b>	<b>491,412</b>	<b>412,600</b>		<b>521,085</b>	<b>594,097</b>	

**Bloomington Public Transportation Corporation  
Personnel Report  
March 2023**

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
<b>Administrative Staff</b>	1	0	3
<b>Fixed Route Drivers</b>	1	0	4
<b>BT Access Drivers</b>	0	1	1
<b>Maintenance</b>	0	0	1
<b>Mechanic</b>	0	0	1
<b>Service Person</b>	0	0	0
<b>Service Attendants</b>	0	0	1
<b>Total</b>	2	1	12

Planning and Special Projects  
Fleet Maintenance Manager  
Marketing and Development  
Chief Safety Officer

Shelly

Building and Grounds Technician

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) MARCH 21, 2023 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/85693099976?pwd=MkJiRxzWkNUZ3NWdmpkOE9HQlFhZz09>

Meeting ID: 856 9309 9976

Passcode: 008146

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+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: 856 9309 9976

Passcode: 008146

**ROLL CALL**

Board Members and Staff present: Chair James McLary, Secretary Nancy Obermeyer, Board Member Doug Horn, General Manager John Connell, Controller Christa Browning, Grants and Procurement Specialist Zac Huneck, Operations Manager Mike Clark and Human Resource Administrator/Marketing Director Brenda Underwood.

Members of the Public: Bill C. Brown Associates Mark Oyler and Etica Group Scott Wood

The following additional persons were also present via Zoom. Justin Vanleeuwen, Phillippe Gervais, Yuval Grinspun, Andrew Coomer, Board Member Marilyn Hartman and Vice Chair Kent McDaniel

## **OLD BUSINESS**

There was no old business.

## **MINUTES**

Secretary Nancy Obermeyer made a motion to approve the February 21, 2023 Board Minutes and Board Member Doug Horn seconded it. The Board approved unanimously.

## **NEW BUSINESS-ACTION ITEMS**

Controller Christa Browning gave an overview of the 2022 BPTC Financials. She said a motion from the Board acknowledging receipt of the Financials is needed prior to submitting the documents to the State Board of Accounts for the audit.

Secretary Nancy Obermeyer made a motion to approve the 2022 BPTC Financials and Board Member Doug Horn seconded it. The Board approved unanimously.

General Manager John Connell stated Left Turn Right Turn, the consultant hired to assist with our IT related projects will provide a brief presentation to discuss methods and approaches for fare collection in the future. He said the presentation will include:

- BPTC's fare collection goals and objectives
- Competitive landscape
- Industry trends
- Options
- Recommendations

Left Turn Right Turn Yuval Grinspun stated they started the IT project for BPTC a little over a month ago. He said in terms of exploration, discovery, and learning about the various aspects of Bloomington Transit focusing on the technologies that General Manager John Connell had mentioned. He said their scope was to look at and make recommendations related to BPTC's current systems for vehicle tracking, scheduling, micro-transit, fare collection and ultimately based on the recommendations to help with the procurement and implementation of either upgrades or replacement systems. He said today they will talk about fare collection.

Niti Systems Consultants Philippe Gervais gave a presentation for BPTC's fare collection goals and objectives, competitive landscape, industry trends, options, and recommendations.

Vice Chair Kent McDaniel made a motion to move forward on recommendation of Left Turn Right Turn. Secretary Nancy Obermeyer seconded it. The Board approved unanimously.

General Manager John Connell stated BPTC has hired an agent of record to assist with soliciting proposals for Health Insurance. He said giving the inflationary nature of the cost of health insurance and to gain more competitive pricing, we have been working with Mark Oyler with Bill C. Brown Associates, to shop the health insurance market. He said Mr. Oyler will update the Board on the current state of our efforts.

Bill C. Brown Associates Mark Oyler stated after he was given agent of record he was allowed access to records and claims history to shop self-funded plans and fully insured plans. He said it has been narrowed down to looking at renewing with our current health insurance SIHO or looking at going with IU Health insurance. He gave an overview comparing the two plans.

General Manager John Connell stated he would like to request to the Board to refer the health insurance to the subcommittee which would be Board Member Marilyn Hartman and Vice Chair Kent McDaniel. He said we have to meet with the union to discuss the proposed changes. He said then he would like for the subcommittee to make formal recommendation and then we would have a special Board meeting to make an award for health insurance.

Vice Chair McDaniel made a motion to refer the health insurance to the Finance subcommittee for recommendation. Secretary Nancy Obermeyer seconded it. The Board approved unanimously.

General Manager John Connell stated we currently have an RFP out on the street for Real Estate Acquisition Services. He said Grants and Procurement Specialist Zac Huneck put this together. He said we have had 5-10 requests for packages and once these come in we will start the process.

General Manager John Connell stated we celebrated transit appreciation day today. He said him, Human Resource Administrator/Marketing Director and Operations Manager Mike Clark came in early and fixed breakfast for everyone.

Grant and Procurement Specialist Zac Huneck gave an overview of the February 2023 operating statistics. He stated for the month of February we provided 240,672 trips. He said fixed route trips are up by 41% from this time last year. He said BT Access provided 2273 trips and that is up 37%. He said On-Demand we provided around 7900 trips in February and it continues growing.

Controller Christa Browning gave an overview of the February 2023 Financial Report.

Human Resource Administrator/Marketing Director Brenda Underwood stated we lost one Administration Staff which was our Fleet Maintenance Manager to retirement. She said we lost one Fixed Route driver due to medical issues. She said there were no hires in February. She noted we had nine interviews, five people are working on their permits, we have two people still in training, we are interviewing four people tomorrow and we had one person finish training and go full-time.

Board Member Doug Horn stated he attended the March 10, 2023 meeting of the Bloomington Monroe County Metropolitan Planning Organization Policy Committee.

He said election of Officers for 2023 was continued to this meeting. Nominations for President once again slated Lisa Ridge, County Highway Director, against Steve Volan, City Council representative. He said the vote again ended in a tie. He noted he cast the corporation's vote in favor of Steve Volan. He said the meeting was recessed briefly while the candidates conferred privately. The meeting resumed and Mr. Volan declared that a second vote was taken and Lisa Ridge was elected 2023 Chair of the BMCMPPO Policy Committee by a vote of 11-1-1. He said he cast the corporation's vote in favor of Ms. Ridge. Steve Volan was then unanimously elected Vice Chair.

The Committee approved two amendments to the FY 2022-2026 Transportation Improvement Program (TIP) postponed from the February 21, 2023 meeting.

Additionally, there were 6 TIP amendments considered under new business, three being specific to BPTC projects (see attached Memo from Committee Meeting Packet). All BPTC amendments received unanimous support and, according to BMCMPO staff, are being forwarded to INDOT's Office of Transit, "...for program inclusion within the INDOT's FY 2022-2026 Indiana Statewide Transportation Improvement Program (INSTIP), and for approval by the Federal Transit Administration (FTA).

The next meeting of the Policy committee will be on April 14, 2023 at 1:30 PM in the City of Bloomington Common Council Chamber.

**APPROVAL OF CLAIMS**

The claims for February 2023 were presented for approval by Secretary Nancy Obermeyer and seconded by Board Member Doug Horn. The Board approved unanimously

**COMMENTS FROM THE PUBLIC**

Andrew Coomer questioned if we had made a purchase order for the six Micro-Transit vehicles? General Manager John Connell said there is no purchase order for those vehicles. Andrew Coomer questioned if Sunday Services were going to be Micro-Transit. Chair McLary stated it will be fixed route. General Manager John Connell stated you can ride free on Sundays through the end of April.

**COMMENTS FROM THE BOARD MEMBERS**

Secretary Nancy Obermeyer asked if we are advertising for the free Sunday service. General Manager John Connell stated there have been signs made up to display on the buses. He said there will be placards installed tomorrow. He said Grants and Procurement Specialist Zac Huneck sent out a news release and it is also on the BPTC website and other social media platforms.

**ADJOURNMENT**

Secretary Nancy Obermeyer made a motion to adjourn. Board Member Doug Horn seconded it. The Board approved unanimously.

**APPROVE:**

**ATTEST:**

\_\_\_\_\_ 04-18-23

\_\_\_\_\_ 04-18-23

**James J. McLary, Chair  
Board of Directors BPTC**

**Nancy Obermeyer, Secretary  
Board of Directors BPTC**



**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) MARCH 31, 2023 12:00 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/86480988428?pwd=MEQ3ZONvMJuRkpwaGFQMW5Bem1LZz09>

Meeting ID: 864 8098 8428

Passcode: 352752

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+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 864 8098 8428

Passcode: 352752

**ROLL CALL**

Board Members and Staff present: Chair James McLary, Board Member Doug Horn, Board Member Marilyn Hartman, Vice Chair Kent McDaniel, General Manager John Connell, Controller Christa Browning, Grants and Procurement Specialist Zac Huneck, Operations Manager Mike Clark and Human Resource Administrator/Marketing Director Brenda Underwood and Bill C. Brown Associates Mark Oyler

Members of the Public: No members of the public present.

## **NEW BUSINESS-ACTION ITEMS**

Board Member Doug Horn made a motion on Resolution 23-07 to accept the recommendation of the sub-committee concerning the Health Insurance.

Board Member Doug Horn questioned if the alternatives for the new health insurance have been discussed with the Labor Union? General Manager John Connell stated it has been discussed in the Labor Management meeting. He said after today's Board meeting we will be sending out a text alert to all employees to inform the employees there will be changes in the health insurance.

General Manager John Connell said one change in the new plan is Bio-Metrix screening, a wellness program.

He said one example of the wellness screening is that there could be employees that have not seen a physician or do not have a primary care physician. The wellness screening can provide valuable health information to the employee.

Board Member Doug Horn made a motion to approve Resolution 23-07; a resolution to approve and execute a contract for group health insurance. Vice Chair Kent McDaniel seconded it. The Board approved unanimously.

## **COMMENTS FROM THE PUBLIC**

There were no comments from the public.

## **COMMENTS FROM BOARD MEMBERS**

Chair James McLary stated that last night he attended the panel discussion with the Mayoral candidates on people with disabilities. He said he was selected to ask one of the questions for the candidates. He said the question he asked was, what is your understanding of the needs of people with disabilities and seniors when it comes to mobility? He noted that Bloomington Public Transportation Corporation and BT Access was highly praised by all the Mayoral candidates and the audience as well.

Chair James McLary stated he would like to write a note to the Bus Operators thanking them. General Manager John Connell said he thinks it is a fantastic idea.

General Manager John Connell stated he received a request from INDOT to have a meeting with Rural Transit. He said he will be meeting with them next week. He said Rural Transit receives funding under 5311 from rural transportation. He noted rural transportation is defined as a trip that originates or ends in a rural area. He said with the redraw map fifty percent of their trips are now in the category of urban trips. He said he will keep the Board informed of what comes out of the meeting.

General Manager John Connell stated he had a meeting with Amy Heester from Indiana University to talk about the future of the property on Grimes Lane.

**ADJOURNMENT**

Vice Chair Kent McDaniel made a motion to adjourn and Board Member Horn seconded it. The Board approved unanimously.

**APPROVE:**

**ATTEST:**

\_\_\_\_\_ **04-18-23**

\_\_\_\_\_ **04-18-23**

**James J. McLary, Chair  
Board of Directors BPTC**

**Nancy Obermeyer, Secretary  
Board of Directors BPTC**