

**TOMPKINS CONSOLIDATED AREA TRANSIT, INC.
ANNUAL BOARD OF DIRECTORS MEETING**

Thursday, January 23, 2014
4:00PM TCAT Conference Room
737 Willow Avenue, Ithaca, NY

Attendees: K. Whang, J. Dotson, K. Herrera, D. Howe, W. Gray, J. Murtagh,
K. Page, F. Proto, P. Stein, J. Turcotte

S. Brock, R. Andrascik, A. Eccleston, N. Oltz, P. Poist, D. Swarts,
D. Tome, T. Wright, M. Yarrow, S. Persons/Recording Secretary

Also Attended: Frank Howells

Agenda

I. Call to Order

K. Whang called the meeting to order at 4:05 PM, and welcomed everyone to the January 23, 2014 TCAT, Inc. Annual Board of Directors Meeting.

II. Board Member Items

K. Whang requested a change to the agenda to move up Resolution 2014-02 Election of Kathy Luz Herrera as Director for TCAT, Inc. to be under Board Member Items.

Consider approval of Resolution {2014-02} Election of Kathy Luz Herrera as Director for TCAT, Inc. – K. Whang presented Resolution {2014-02} to elect Kathy Luz Herrera as director for TCAT, Inc.

**RESOLUTION 2014 - 02
ELECTION OF KATHY LUZ HERRERA AS DIRECTOR FOR TCAT, INC.**

WHEREAS, the bylaws of Tompkins Consolidated Area Transit, Inc. ("TCAT, Inc.") state that Directors shall be elected at Annual Meetings of the Board, and

WHEREAS, the bylaws further state that three of the Directors shall be elected from candidates recommended by the City of Ithaca ("City"), three from candidates recommended by Tompkins County ("County"), and three from candidates recommended by Cornell University ("Cornell"), and

WHEREAS, the terms of three directors expired on December 31, 2013, and

WHEREAS, the City and Cornell provided TCAT, Inc. with the names of recommended candidates to fill two of the terms that began January 1, 2014, and

at its Annual Meeting on December 5, 2013, the TCAT Board elected two directors to three-year terms beginning January 1, 2014, and

WHEREAS, on December 17, 2013, the County recommended that Kathy Luz Herrera be elected as a director with a term expiring on December 31, 2016,

THEREFORE, BE IT RESOLVED, the TCAT, Inc. Board elects Kathy Luz Herrera as a Director with a term expiring on December 31, 2016.

The resolution to elect Kathy Luz Herrera as director to TCAT, Inc. board was moved by F. Proto; seconded by W. Gray. The resolution passed unanimously.

III. Public Comment

There were no public comments.

IV. Approval of the minutes from December 5, 2013 Board of Directors Meeting and December 17, 2013 Special Board of Directors Meeting

The motion to approve the minutes from December 5, 2013 and December 17, 2013 was made by S. Murtagh; seconded by J. Dotson. The motion to approve the minutes passed unanimously.

V. Chairperson's Report

K. Whang stated his goal this year is to continue working on the things that were started last year. We have some capital issues and we need to forge ahead with plans to address our capital needs. He stated one issue that is very close to him is the question around CU fares and that is something that we will have to address this year, there are conversations happening on campus and it will take a little bit of time to resolve the issues, we understand what the issues are and we understand what we are trying to resolve here and hopefully we can all get to an acceptable conclusion. He stated we had a retreat last year that had a lot of good comments and had good representation; we never really put the final touches on what came out of that retreat so he hopes that the first half of this year we can put the final touches to the planning document. He stated another thing that we will be working on this year is the negotiations and that is something that is going to be a big part of this year. K. Whang stated other than that he looks forward to a good year.

General Manager's Report

- **Monthly Operating Reports** – J. Turcotte presented the Monthly Operating Reports for November and December 2013. He reviewed the details of the Riders, Miles & Hours Statistics, Service Changes & Special Events, Maintenance Statistics, Accidents & Other Incidents, Finance, Human Resources, Marketing Initiatives, & Customer Communications.

- **Update on ICSD pass program** – D. Swarts stated when he reported on the update in December he didn't have such great news, he's pleased to report that things are moving a lot more smoothly this time around. He stated that they decided to not roll out the entire project on January 2nd with a pass for all students but rather to implement that at a later date to give ourselves a little more breathing room, the school district however wanted to continue with basically allowing up to 400 students use of this card. He stated we did a technically simple and low cost solution so that was achievable and he is pleased to report that all is going well and smooth with that project. Discussion followed.

VI. Action Items from Staff

Action item the approval of committees, committee members, and committee chairperson, the motion from the table to accept this docket of committee assignments as presented was moved by J. Dotson; and seconded by D. Howe. The motion passed unanimously.

Consider approval of Resolution {2014-01} Selection of Nustats, LLC, as Passenger Miles Traveled Consultant for TCAT, Inc. – K. Whang presented Resolution {2014-01} to select Nustats, LLC as passenger miles traveled consultant for TCAT, Inc.

RESOLUTION 2014-01 SELECTION OF NUSTATS, LLC AS PASSENGER MILES TRAVELED CONSULTANT FOR TCAT, INC.

WHEREAS, TCAT, Inc. (TCAT) is in need of a Passenger Miles Traveled Consultant for critical Passenger Miles Traveled data collection that is required by the Federal Transit Administration, and

WHEREAS, on November 29, 2013 TCAT issued a request for proposals for a Passenger Miles Traveled Consultant (RFP 003-2013) and received 4 proposals, and

WHEREAS, after careful consideration of all proposals, TCAT staff have determined that NuStats, LLC, is a qualified and acceptable firm, and that acceptance of its proposal would be in the best interests of TCAT, and

WHEREAS, TCAT staff recommend entering into a Passenger Miles Traveled Consultant agreement with NuStats, LLC to provide critical Passenger Miles Traveled data collection, and

WHEREAS, NuStats, LLC proposed to collect and provide Passenger Miles Traveled data collection for the sum of Seventy-Eight Thousand Eight Hundred Fifty Dollars (\$78,850), therefore be it

RESOLVED, that the TCAT Board of Directors selects NuStats, LLC as its Passenger Miles Traveled Consultant, and be it further

RESOLVED, that the TCAT Board of Directors authorizes the Chairperson of the Board and the General Manager to execute an agreement with NuStats, LLC for

the proposed amount of Seventy-Eight Thousand Eight Hundred Fifty Dollars (\$78,850), subject to the approval of TCAT's attorney.

The resolution to select Nustats, LLC as passenger miles traveled consultant for TCAT, Inc. was moved by F. Proto; seconded by W. Gray. Discussion followed. The resolution passed unanimously.

VII. Committee Reports

- **Executive Committee**

The Executive Committee did not meet.

- **Budget Committee**

W. Gray reported that the Budget Committee met on January 21st and discussed Revenue Expenditure Report December 31, 2013, Fuel Report, and hydrogen bus update.

- **Transit Service Committee**

The Transit Service Committee did not meet.

- **Human Resources Committee**

The Human Resource Committee did not meet.

- **Planning Committee**

The Planning Committee did not meet.

VIII. Next meeting

K. Whang announced the next meeting date of February 27, 2014 at 4:00 PM.

IX. Adjournment

The motion to adjourn the meeting was made by J. Dotson; and seconded by F. Proto. The meeting adjourned at 5:37 PM.