

**Tompkins Consolidated Area Transit, Inc.**  
**August 23, 2018 Board of Directors Meeting**  
4:00pm – TCAT Conference Room  
737 Willow Avenue, Ithaca, NY

***Attendees***

Board Members: Bridget Brady, Jennifer Dotson, William Gray, John Gutenberger, Dan Klein, Ducson Nguyen, Frank Proto, Peter Stein, Denise Thompson

Staff Attendees: Scott Bloss, Susan Brock, Clarence Clink, Shawn Kelley; Raymond Lalley; Patty Poist; Bob Sherman; Maddy Schafer; Mike Smith (arrived at 4:45); Pamela Torelli; Scot Vanderpool; Matt Yarrow

Other Attendees: Orlando Cruz\* (arrived at 4:25); Scott Havlik\* (arrived at 4:25); Kiersten Dombrowski\*; Nicole Kelley\*  
\* left meeting at 4:45pm.

***I. Call to Order***

F. Proto called the meeting to order at 4:06pm.

***II. Board Member Items***

There were no Board Member items discussed.

***III. Public Comment***

UAW Chair Shawn Kelley thanked all involved in negotiations and announced a tentative agreement will be put before members for ratification on Sunday.

F. Proto and S. Vanderpool thanked S. Kelley and his team for their work.

***IV. Approval of minutes from June 28, 2018 Board of Directors Meeting and August 13, 2018 Special Call meeting***

A motion to approve the July 26, 2018 minutes from the TCAT Board of Directors Meeting was made by P. Stein, seconded by D. Nguyen. The minutes of July 26, 2018 were approved unanimously with one edit: "TDM" stands for "Transportation Demand Management" not "Transit Development Management" as indicated in the first draft of the minutes.

A motion to approve the minutes from the August 13, 2018 Special Call Meeting of the TCAT Board of Directors was made by P. Stein, seconded by D. Nguyen. The minutes of August 13, 2018 were approved unanimously.

***V. Chairman's Report***

TCAT was charged by the City with coming up with some options for inter-city buses considering the State Street Station is closing at the end of September. There was a meeting with the City which included the Library, Mental Health building representatives, the pharmacy owners, and some inter-city

bus companies. TCAT proposed allocating the space in front of the pharmacy and Urban Outfitters on Green Street for the inter-city buses. Certain changes will be necessary, such as removing the curb bump outs in front of the Mental Health building, moving 3 intermittent parking spaces reserved for Library drop-offs from Green to Cayuga Street, and using Green Street in front of the Sunoco station for bus stacking, and to move the spaces reserved for TCAT transit cars across the street. The City, Library and bus companies all liked this option. There are details to be worked out, such as compensation for use of the TCAT Green Street Station bathroom, etc.

B. Gray gave an update on the previous topic of waived parking requirements for new developments, specifically in Collegetown. Gray wanted us to know that he brought up the concern to both city planning and engineering. They admitted they do not have enforcement in place. Gray told them if they write into the requirements for waiver that developers must have a contract, TCAT would be happy to send them a bill once a year, which would serve as proof they've met their obligations for the waiver.

## **VI. General Manager's Report**

Senator Schumer's Office called S. Vanderpool to let him know we were awarded a Low/No Grant for \$2.29M for the purchase of 3 electric buses and 3 charging stations. It will take 18 months or more to procure them, giving us time to

S. Vanderpool introduced 4 new employees and welcomed them to the company: Orlando Cruz, Scott Havlik, Kiersten Dombrowski and Nicole Kelley. The new employees left the meeting after their introductions.

S. Vanderpool went over the Systems Report noting: Ridership up 1.7% for the year; carried 1182 riders on the new 14S; average repair per the 11 new buses for the month of July was \$82; road calls are down from 24 in June to 15 July; there were 3 accidents with one minor injury; between July 16 and August 16 we had zero accidents and rewarded drivers with lunch from Moe's; there were 27 missed trips - we purchased 2 used buses to help with this issue. Missed trips can be attributed to the DOT keeping buses in for inspections which is what causes the missed trips. We have asked the DOT to do it differently, but change has not happened.

A question was raised about delays due to construction and if we are getting any negative press from it. We have had several complaints through email regarding 20-30-minute delays. Students being back in conjunction with construction will result in even more delays.

## **VII. Action Items**

There were no action items discussed.

## **VIII. Committee Reports**

### **Executive Committee:**

The Executive Committee met on August 15 and discussed Union Negotiations; Strategic Plan Status; Site Plan Review; Personnel Issues; RFP for Legal Services; Bus Depot; Update on 2019 Budget; Update on Avail.

The RFP for legal services is out with responses due in October. F. Proto reminded the Executive Committee that the Board agreed to allow the Executive Committee, R. Lalley, and anyone else interested to review the RFPs and finalize selection.

***Budget Committee:***

The Budget Committee met on August 20 Revenue Expenditure Report July 31, 2018; Fuel Report; 2019 Operating Budget; 2019 Capital Budget; Review of 2019 Budget Presentation happening August 28.

***Transit Service Committee:***

The Transit Service Committee met on August 8 and discussed ITS project update; Strategic Plan update; 5339(b) and NYSERDA grants; Feeder service project; Development numbers; TSP project; Intercity buses @ Green St; TOD guide; and from last board meeting, Developer TDM measures.

Avail update: M. Yarrow is drafting a change order that we will ask them to sign. If they do not, we will move to arbitration.

***IX. Next meeting:***

The next meeting will be September 27, 2018.

***X. Executive session***

A motion was made by B. Gray, seconded by J. Dotson to enter into Executive Session to discuss an Avail update, personnel items and the collective bargaining agreement. The Board entered Executive Session at 5:30pm. No actions were taken.

*J. Dotson and B. Brady left the meeting at 6:00pm.*

*D. Klein and D. Nguyen left the meeting at 6:15pm.*

The Board arose from Executive Session at 6:25pm.

***XI. Adjournment***

The motion to adjourn open session was made by B. Gray, seconded by P. Stein. The meeting was adjourned at 6:27pm.

*Minutes respectfully submitted by Pamela Torelli, Recording Secretary, September 27, 2018.*