

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

Thursday, October 22, 2009
4:00 PM TCAT Conference Room
737 Willow Avenue, Ithaca, NY

Attendees: D. Cogan, J. Dotson, H. Dullea, P. Mackesey, R. McDaniel,
F. Proto, N. Schuler, B. Wendt, J. Turcotte

S. Brock, M. Albanese, R. Andrascik, A. Eccleston, N. Oltz, P. Poist,
B. Stebbins, D. Swarts, N. Tedesco, D. Tome, S. Persons/Recording Secretary

Also Attended: G. Eberhardt

Agenda

I. Call to Order

F. Proto called the meeting to order at 4:02 PM, and welcomed everyone to the October 22, 2009 TCAT, Inc. Board of Directors Meeting.

II. Board Member Items

D. Cogan stated under the Audit Committee rather than a presentation from the Auditor the Committee is going to present the findings.

III. Public Comment

George Eberhardt stated he has two problems that he has discussed before but will bring before the Board again, number one, when the new routing goes into effect it will be next to impossible to get to this building for meetings, number two, the wheel wells on the bus, since they were put in we have been able to put packages on them, we are now being told that because of DOT regulations we cannot put packages on there. There is a gentleman from Titus Towers that walks with two crutches and pulls a suitcase and always goes shopping so he needs somewhere to put his packages, they're saying put them in the aisle, that would block the aisle, there's no way to put them under him, this is a real problem.

IV. Approval of the minutes from September 24, 2009 meetings

The motion to approve the minutes from September 24, 2009 was made by F. Proto; seconded by N. Schuler.

S. Brock stated on page 2 under Chairperson's report it should say "or we reappoint the same Board Members". The word "we" should be added.

The motion to approve the minutes as amended passed unanimously.

V. Chairperson's Report

D. Cogan stated on the Agenda it stated Appointment of Nominating Committee to nominate Secretary/Treasurer for 2010, this reflects that we are at the time of the year where we think about

our rotation for next year, D. Cogan stated he will be stepping down, F. Proto will be taking over as Chair and H. Dullea will be stepping in as Vice Chair and we need somebody from the City to step in again as Secretary/Treasurer. He moved that the Executive Committee be the Nominating Committee, B. Wendt seconded. The Motion passed unanimously.

VI. General Manager's Report

- Monthly Operating Report - J. Turcotte presented the Monthly Operating Report for September 2009. 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.
- Draft Quarterly Review Report – J. Turcotte presented the Draft Quarterly Review Report for July, August and September 2009. He reviewed the details of the Service Performance Statistics, and Maintenance & Vehicle Statistics.
- Transportation Development Plan Modification – J. Turcotte stated that the original concept was the Route 28 that we have shown as a very productive route is going to be replaced by Route 32 in an interlined fashion with the 15, so in a sense it does the same thing. What we have done is on Saturday and Sunday it will be a 72 and we propose to serve North Campus and actually hit the campus like the 28 does right now, the end result is there are currently five trips on 28, if we do this as we are showing as the Route 72 that increases it to thirteen trips, so people have thirteen chances to get down to Wegmans' and back.

VII. Action Items from Staff

- Consider approval of Resolution {2009-12}. – Sub Recipient Agreement for ARRA Grant NY-90-X618. D. Cogan presented Resolution {2009-12}.

**RESOLUTION 2009-12
SUB RECIPIENT AGREEMENT FOR GRANT NY-90-X618**

WHEREAS, Tompkins County (the "County") executed an agreement with the Federal Transit Administration for a 2009 Section 5307 grant NY-90-X618 for \$1,314,021 in federal funds allocated between Tompkins Consolidated Area Transit, Inc. (TCAT) (\$1,233,381) and the County (\$80,640) and

WHEREAS, the County expects to amend grant NY-90-X618 to add \$182,900 in federal funds transferred by New York State Department of Transportation from the Section 5311 (rural) program to the Section 5307 (urban formula) program (by letter of August 21, 2009) to increase TCAT's allocation to \$1,416,281, and

WHEREAS, Tompkins County has advised TCAT that the two parties need to enter into a Subrecipient Agreement so TCAT can receive reimbursement of FTA funds for certain projects in the grant, and

WHEREAS, the attached "Subrecipient Agreement for 2009 FTA Sec 5307 Grant NY-90-X618" spells out each party's rights and responsibilities related

to the grant money to be received pursuant to Section 5307 Grant NY-90-X618, and specifies the projects and amounts for which TCAT will receive grant reimbursement,

NOW, THEREFORE, be it RESOLVED, that the TCAT Board approves the attached Subrecipient Agreement with Tompkins County and authorizes the Board Chair and General Manager to execute the Subrecipient Agreement, subject to the approval of TCAT's attorney.

Adopted by the TCAT Board of Directors on this the 22nd day of October, 2009.

The resolution to approve the Sub Recipient Agreement for ARRA grant NY-90-X618 was moved by P. Mackesey; and seconded by F. Proto. The motion passed unanimously.

VIII. Committee Reports

- **Executive Committee**

D. Cogan reported the Executive Committee met October 14, 2009 and discussed the Rural Transportation letter.

- **Budget Committee**

H. Dullea reported that the Budget Committee met on October 15, 2009 and discussed Revenue Expenditure Reports: September 30, 2009, Fuel Reports, Revised Pass Program and Grant Activities. H. Dullea moved that the Board adopt the Revised Pass Program structure and table that were presented, P. Mackesey seconded. The motion passed unanimously.

- **Transit Service Committee**

P. Mackesey reported that the Transit Service Committee will meet on October 27, 2009.

- **Human Resources Committee**

N. Schuler reported that the Human Resources Committee met on October 13, 2009 and discussed hires, separations, current recruiting, grievance log and draft salary grades and salary administration guidelines.

- **Audit Committee**

B. Wendt reported that the Audit Committee met October 22, 2009 and reviewed the 2008 audited financial statements, and that Duane Shoen from Ciaschi Dieterhagen Little and Mickelson reported to the committee that there were no significant findings of financial mistakes. B. Wendt moved to accept the audit of the financial statements for the year ending 2008, F. Proto seconded. The motion passed unanimously.

- **City Center Committee**

R. McDaniel stated that the City Center Committee did not meet but reported that we have started paying rent for the space.

IX. Next meeting

D. Cogan announced the next meeting date December 3, 2009 at 4:00 PM.

X. Adjournment

The motion to adjourn the meeting was made by P. Mackesey; and seconded by N. Schuler. The meeting adjourned at 5:40 PM.