



BOARD MEETING

OF

December 18, 2012

11:07 A.M.

MR. LIAKAKIS: Glad to have you here for our Chatham Area Transit Board of Director's meeting for December 18<sup>th</sup> and what wanna do now the first item of business is the approval of the minutes of the November –

MR. HOLMES: We need to call the roll first.

MR. LIAKAKIS: Yeah that's a good idea. Yeah, let's do that first. Cause nothing will be official if we don't do that. I'd like to call the meeting to order for our Board of Directors agenda for December 18<sup>th</sup> and now we need a motion on the floor for the approval of the minutes. All members of the Board –

DR. THOMAS: Mr. Chairman we need to have the roll call and then the whatever

CHAIRMAN LIAKAKIS: Well it didn't have that on here.

DR. THOMAS: She's gonna do that.

CHAIRMAN LIAKAKIS: Yes, but on the agendas in the future make sure that business is on there like the roll call that way we won't be skipping anything.

MRS. RAGLAND: Yes sir.

CHAIRMAN LIAKAKIS: Alright let's have the roll call at this point.

MRS. RAGLAND: Alright. Chairman Liakakis.

CHAIRMAN LIAKAKIS: Here.

MRS. Ragland: Dr. Thomas.

DR. THOMAS: Here.

MRS. RAGLAND: Mr. Broker.

DR. REESE: He asked that he be excused.

CHAIRMAN LIAKAKIS: Yeah, we need a motion on the floor to excuse Bill Broker.

MS. OSBORNE: So moved.

DR. THOMAS: Second.

CHAIRMAN LIAKAKIS: All in favor signify by saying aye.

ALL MEMBERS: Aye.

CHAIRMAN LIAKAKIS: All oppose. Motion carries.

MRS. RAGLAND: Mr. Dawson

MR. DAWSON: Here.

MRS. RAGLAND: Mr. Holmes.

MR. HOLMES: Here.

MRS. RAGLAND: Mr. Mingledorf.

MR. MINGLEDORF: Here.

MRS. RAGLAND: Ms. Osborne

MS. OSBORNE: Here

MRS. RAGLAND: Ms. Stone

CHAIRMAN LIAKAKIS: She left a message Priscilla has it.

DR. THOMAS: She'll be a little late.

CHAIRMAN LIAKAKIS: She'll be a little late so you can see when she comes in.

MRS. RAGLAND: Yes sir.

Also present at the meeting was Chad Reese, Terry Harrison, Ty Butler, Ramond Robinson, Bill Law, Linda Cramer, Curtis Elswick and Valerie Ragland.

CHAIRMAN LIAKAKIS: Alright now we'll go back to the approval of minutes from the November 13<sup>th</sup> meeting for our Board and everybody has been distributed the minutes for that particular meeting need a motion on the floor.

MR. DAWSON: So moved.

MR. HOLMES: Second.

CHAIRMAN LIAKAKIS: We have a motion on the floor and a second for the approval of the minutes of the last meeting all in favor signify by saying aye.

ALL MEMBERS: Aye.

**\*All Board members voted unanimously to approve the minutes from the November 13th Board meeting,\***

CHAIRMAN LIAKAKIS: All oppose. Okay next, Action Items; Accounting Policy and Procedures approval Chad.

DR. REESE: Thank you Mr. Chairman at this point I would like ask Terri Harrison our Chief Financial Officer to speak to this action item.

MS. HARRISON: Yes we have a revision of our Accounting Policies and Procedures Manual it is an annual revision a few years tardy. We presented this to the Board last month for their review and input and also to the FTA. The Accounting Policies and Procedures addressed are – I'm sorry wrong one...the areas address in this document are Financial Operations, the General Ledger, Chart of Accounts also included is revenue, cash receipts the expenditures and disbursements, balance sheet accounts and the asset liability and net asset accounts are also addressed as well as financial management reporting and the grant administration as it regards the federal awards. Last month we presented the draft and we also submitted to the FTA consultant team. We have made three small changes based on their recommendation you have a control log there in front of you; it's also included on page 61 of your packet. We added a statement that our Records Retention Policy meets FTA's minimum guidelines and made two updates on circular names. At this time we are asking the Board to approve the revised the revised Accounting Policies and Procedures.

CHAIRMAN LIAKAKIS: Are there any questions for Terri? Any questions about this policy and procedure?

MR. HOLMES: Terri in the future could we get these changed a little earlier. Is there anyway that's possible?

DR. REESE: Mr. Holmes if I may, one of the things that we did is we gave the Board a copy of the full policies and procedures last month simultaneously we submitted to FTA for approval as well and so the changes that are in question are on page 61. There is a control log which identifies what the changes are and they're mostly grammatical in nature so they're essentially the same as they were with the reference to different circulars from the last month.

MR. HOLMES: Yeah, I just like putting my eyes on it. I glanced over it.

CHAIRMAN LIAKAKIS: Okay Wayne.

MR. DAWSON: Just looking at the control log here, I mean is there anything substantive in here? It's (in audible) record retention.

MS. HARRISON: Basically we had a Records Retention Policy and the FTA just wanted us to add the statement that it did meet their minimum requirements. The second two are basically updating a name of a circular 9030.1b to 9030.1d and to change the financial status report to what it's currently called which is a Federal Financial Report. So those were the only three changes that were made.

DR. REESE: And if we may the reason this is significant is because this is the first substantial rewrite of our accounting policies in more than a decade and so we went through the process and as you know we've gone through a number of federal reviews and so this is the outcome of one

of those reviews is to update the accounting policies and procedures as I stated we've already submitted it to FTA and incorporated their comments back.

MR. DAWSON: Move to approve.

MR. HOLMES: Second.

CHAIRMAN LIAKAKIS: Any other questions? Okay we have a motion on the floor to approve.

DR. THOMAS: Second.

CHAIRMAN LIAKAKIS: Okay all those in favor signify by saying aye.

ALL MEMBERS: Aye.

CHAIRMAN LIAKAKIS: All oppose, motion carries.

**\*The Board voted unanimously to approve the Accounting policy and Procedures\***

CHAIRMAN LIAKAKIS: Item 2, 1030 Line of Credit Renewal Chad.

DR. REESE: Thank you Mr. Chairman. I would like to introduce Linda Cramer to discuss this item.

MS. CRAMER: Good morning. I'm Linda Cramer, I'm the Finance Director for Chatham County and this is an item to renew the existing line of credit between the Transit Authority and Wells Fargo Bank and the current credit line is \$1.7 million and the Authority has drawn down \$1.5 million during the year. The terms are basically the same except that the bank is requesting that some time during the next calendar year the Authority pay off the credit line for thirty days. We have not been able to do that this year because of cashflow issues and I have provided you a cashflow analysis in this staff report on page 3 and as you can see there we have some ongoing concerns about cashflow for the Transit Authority that I think we'll need to really try to focus on and address during the upcoming budget process as you move through your budget adoption for your operating fund. In an update too this cashflow I did want to let you know that we have paid Veolia monthly bills now through August 2012. We were able to pay that because we received some tax revenues in the past week from our Tax Commissioner so we are a little bit more current than what is stated in the staff report.

CHAIRMAN LIAKAKIS: Okay do we know Linda when those other monies from the taxes that people are collecting on the property from the Tax Commissioner office about that funding coming in?

MS. CRAMER: Generally we receive a large sum in December and we'll receive a pretty good amount of funding in January and then it will taper off again until May when we have our second

installment on the billings. So our tax is very cyclical, they come in just really a couple of times a year and that's what in part is causing the issue on the cashflow.

CHAIRMAN LIAKAKIS: Well then we can make an inquiry with the Tax Commissioner's Office about if it's paid through August that means we've got September, October and November.

MS. CRAMER: Oh, I'm sorry I guess I misspoke we've been able to pay the Veolia bill that we've received for the July and August period. We have received revenues from the Tax Commissioner through December whatever they've collected through November actually they turned over to us in December.

CHAIRMAN LIAKAKIS: Oh okay.

MS. CRAMER: I'm sorry.

CHAIRMAN LIAKAKIS: Alright any questions? Helen.

MS. STONE: This doesn't look real good. I mean Dr. Reese can you help me understand how we're gonna get through some of this I mean I'm a little concerned.

DR. REESE: Well yes, I think one of the things as Ms. Cramer said we have received payment so the cashflow won't be sitting as anticipated 1.46 million in the hole, but we do anticipate a negative cashflow by the end of the year. The line of credit which is action item in question has been in place 2007 so last year in the budget process when we talked about debt and the fact that the Authority has had ongoing debt and will have ongoing debt until we come up with a financial mechanism to address the cashflow issue to the Authority.

MS. STONE: So unless we receive some and which we are rightfully certainly in my opinion owed from the state for instance; we're gonna be limping along like this for many years to come.

MS. CRAMER: Yes ma'am.

MS. STONE: So it is imperative that the state own up to their responsibility for the Chatham Area Transit.

DR. REESE: I think in review of our budget the problem if you analyze our budget, probably started a number of years ago when the millage rate was dramatically cut and so you had a cut in the millage rate, then we lost state assistance and then we lost federal operating assistance. We had three hits concurrently over a five to eight year period that have not been addressed in terms of the financing.

MS. STONE: I understand that and I'm looking at this but I'm worried about going forward especially we've got a fairly new board here and this is a fiscal responsibility that we're looking at and I would like if humanly possible to see what alternatives there are to helping us climb out of this pit financially. What options we have maybe going down the road so that we can be looking at these options. I don't want to be sitting here a year from now looking at the same

sheet and trying to figure out and getting further in debt with this line of credit. I think it's the responsibility of this board to be looking at options to see what we can do to gradually get us back on our feet and I'm not saying that every avenue we go down is gonna be met with success, I mean I'm saying I think we really need to be questioning what alternatives are out there to help the Chatham Area Transit to survive because if we lose this system we're gonna be in a big mess. I think – I would like to see Dr. Reese from your perspective what some our alternatives are to keep making this board as solvent as possible and keep making the organization as solvent as possible because this is, for someone who's not even in the financial business, this is not - this is scary.

CHAIRMAN LIAKAKIS: Priscilla.

DR. THOMAS: Thank you. Commissioner Stone you are correct. However, Dr. Reese has certainly put his finger on the pulse of the problem. The problems just didn't start at this point as he stated. It started several years ago. We were talking about options when funding was taken away from CAT several years ago, then we lost the opportunity for the Special...what is that?

DR. REESE: T-SPLOST.

DR. THOMAS: Right and then no support from the state and other agencies. This is something that I have been talking about many other persons have been talking about for years that we have to look for options. We can't keep cutting it down and then expecting it to come back up to full potential in a short period of time. I agree that something has to be done, but it's gonna take all of us to get it done and we have to be very positively at this because when the ship goes down eyes are gonna be upon us regardless of where the responsibility lies. So I would suggest that everybody who has something to do with transit come together and let's see if we can move this system in the right direction.

MS. OSBORNE: Mr. Chairman.

CHAIRMAN LIAKAKIS: The problem that we have is was mentioned by Chad is that what the County Commission did a number of years ago reduced the amount of millage that was coming in because that was important and actually its nothing that can be done about that, but if you look at the overall status we have quite a number of I think its over 17,000 people now in Chatham County that do not have transportation and that's shown by the census bureau and its really important because the majority of those people they don't have a relative, a neighbor, or a friend that they can go shopping to get their food that they can go to for medical assistance, they can go to work and that's really a sad state of affair especially you've heard me mention this before. We've got some people that work on the Westside in those big warehouse and all, some of them get up three o'clock in the morning and walk to work. They have to walk to work because they have no transportation otherwise they'd be in bad shape because of that and so some of the options of course is if we could get a half increase in the millage and some of the other things too. I think its about a one cent or two cent on gasoline taxes that would have to be a local bill that goes through the state legislature, but we need to look at all of those things and put together so Chad we can have meetings with us to discuss that on the System Development whatever it might be at this particular point so that we can do a presentation on that whether it's to the legislators or whoever so that we can get that money because as you mentioned the state money

and the federal money in addition to that reduction and that reduction in there where you've got people that have to have this bus system or we'd have a huge amount people that couldn't even get to work or medical all those things that I just stated and that's not fair. We've got an obligation in this community to help those people that need transportation and so in that we'll be talking to you about some figures also because you're the expert in all the finances there Linda.

MS. CRAMER: Oh are you talking to me; I thought you were talking to Chad.

CHAIRMAN LIAKAKIS: Oh no, on that Linda we'll be talking to you on it because you can tell us money wise you and Chad getting together talk about that and then we can see about whatever's necessary because to be in a state of affair four or five months next year, how we're going to be able to sustain this situation so that has to be addressed right away. Is there any more questions for Linda? Mary.

MS. OSBORNE: I just wanted to make a comment. As the newest Board member here, I am happy to be informed. This is not a surprise problem; it's been occurring due to the three issues Chad had mentioned and eyes been on it, so it should be no surprise where we are today and there and again I believe in begging. I think we need to go back to the state and say hey we didn't pass our T-SPLOST, you need to help us out, come on come to the plate...give us some more money.

CHAIRMAN LIAKAKIS: And then you still so Linda don't we still have like the sales tax possibility for get sales tax in that also?

MS. CRAMER: I think what you need to realize is that we're looking at your operating fund. A lot of the revenue sources and some of the other revenue sources are for the capitol fund. So CAT has two funds; the Capitol Fund which is where all the grant monies go in for all the big projects that are being built, the buses and the SPLOST and the Operating Fund and the Operating Fund is where we're having all the issues. In the Operating Fund the revenue source is zero. Your property tax, your passenger affairs, there is some, I think it's called JARC money if I have my terms right.

DR. REESE: Right.

MS. CRAMER: Which is some federal operating money, but your choices or your revenues sources there are pretty limited is what the issue is right now.

CHAIRMAN LIAKAKIS: There was something on the news yesterday about that \$50 billion they're trying to pass in Washington on that. There is some money in there for the bus systems which is vitally needed and that might be something that we all need to do and encourage people for our congress people and our senators to be proactive in that situation.

DR. REESE: Again to what Ms. Cramer was saying, most of the federal money is identified for capitol projects. In the past year we have done a wonderful job of being able to capitalize on federal funds to build the Transit Center to renovate the Operations Center to buy buses to by accessible taxis and so forth, but again you're talking capitol money. What we were able to do is secure a grant of sorts an operating grant for JARC, Job Access and Reverse Commute and we

were able to secure \$1 million in that. However, JARC runs out next year and again that pushes us further in the hole operating because in their new program JARC will no longer be available. It's rolled up into the other capitol programs so the feds will continue to fund capitol programs and they're steadily reducing sources for operating assistance. Now we have one hope of converting some of our capitol funds to operating and of course if we decide to do that then we put our capitol program further behind the eight ball.

CHAIRMAN LIAKAKIS: Wayne.

MR. DAWSON: I just want to go back to something Commissioner Osborne said. It's my recollection that last time that a budget was presented we had three options and one of those options would have retired the revolving line of credit.

DR. REESE: That is correct.

MR. DAWSON: In total. Correct?

DR. REESE: Yes sir.

MR. DAWSON: So we knew about this problem; it's been a recurring problem and we had the option to vote one way or the other and –

DR. REESE: That was actually two years ago that that was presented last year. I think the decision was to move forward because the hopes were – the early reads were that the T-SPLOST was gonna be successful and T-SPLOST was the first avenue where that type of funding was set aside where operating assistance can be drawn from it and if you recall the influx would have been \$3 million a year in operating assistance which would have addressed the operating concerns we have.

MR. DAWSON: When we addressed that two years ago, what was that third option?

DR. REESE: The third option would be to roll the millage up to a rate that was comparable to where it was. If I could, let me explain the millage rate issue. The millage rate was set at a level and as the economy and the housing market began to grow, the decision was made then to cut the millage rate because CAT at that time had a substantial surplus. And so over a four or five year period CAT dwindled down the surplus and while the surplus was dwindling down we experienced the elimination of state assistance then we experienced the elimination of federal assistance. At the point the millage rate was low; all the reserves had been depleted, however it would have been an inappropriate to adjust the millage rate upward because the economy began to decline so it was an accumulation of a number of issues that all came into play.

MR. DAWSON: We had a kind of perfect storm of sorts.

DR. REESE: And the digest also began to diminish.

CHAIRMAN LIAKAKIS: Okay anymore questions for Linda. Okay Linda if you have some suggestions for us too, we'd like to get together with you in the very near future to go over some aspects of this.

MS. CRAMER: Yes sir.

CHAIRMAN LIAKAKIS: Thank you very much.

MS. STONE: We need to vote.

DR. REESE: We need a motion.

CHAIRMAN LIAKAKIS: Need a motion on the floor for the approval.

DR. THOMAS: Move for approval.

MR. HOLMES: Second.

CHAIRMAN LIAKAKIS: All in favor signify by saying aye.

ALL MEMBERS: Aye.

CHAIRMAN LIAKAKIS: All oppose...motion carries.

**\*The Board voted unanimously to approve the Line of Credit Renewal\***

CHAIRMAN LIAKAKIS: Next, Board Committee Appointments. We have three committees and these committee appointments are for Service Delivery; Wayne Dawson, Bill Broker, and Mr. Mingledorf. For the System Development, the other board, Helen Stone and Mary Osborne. For the Finance Committee; Priscilla Thomas and James Holmes. Those are the three committees to be filled that I made the appointments on and so we need a motion on the floor to approve – we don't even need that because it's the Chairman's ability to make these appointments. Ok, alright next.

DR. REESE: And if I may Mr. Chairman we'll be getting with the committee members at the first of the year to begin the layout, agendas, and programs for each of the committees.

CHAIRMAN LIAKAKIS: Yeah, Chad's gone put that together so that also on those boards the Executive Director and the Chairman along with the other members of that board. So with the Service Delivery which is very important as we know, System Development and the Finance Committee and you'll all be notified so that we can put those things into play because we know how important they are for the operation of our system. Okay the presentations item 4, Construction Update Chad.

DR. REESE: Thank you Mr. Chairman. In accordance with our CAT Construction Policy as required in major construction policies, major construction projects the Board be updated on a quarterly basis and at this time we'd like to update you on the construction of the Transit Center

as well as the Operations Center and I'd like to ask Curtis Elswick with Skanska to give the presentation.

MR. ELSWICK: Good morning. I'm happy to be here and give an update on the two capitol projects.

MS. STONE: Pete do we need to do the screens down so they can see?

CHAIRMAN LIAKAKIS: Oh yeah, let me see. They should be coming down so the audience can see it also.

DR. THOMAS: Right.

CHAIRMAN LIAKAKIS: That's the device; is it on?

DR. THOMAS: Ms. Cramer is gonna get assistance for us.

CHAIRMAN LIAKAKIS: There we go. Alright go ahead with your presentation then.

MR. ELSWICK: One second; it's not showing up yet.

CHAIRMAN LIAKAKIS: You might on your computer you might have to advance it on you computer instead of that remote cause I don't think that remote is set up.

MR. ELSWICK: Alright will start off with the Transit Center Project with an update on our schedule. Construction did start in March. We actually hit a couple of milestones; if you drive by the site you will see that the Greyhound platform is actually been -- Greyhound is actually operating under the platform. We also have restroom facilities that were complete last month inside that are used for the public. Some upcoming milestones are completion of the CAT platform that will happen around May and then the rest of the interior renovations, landscaping the rest of the work we'll complete in the summer and by the substantial completion date of September. I threw up some progress photos. The one on your left is actually the canopy for Greyhound. Underneath you can see the lights; they're not on of course it's during the day. On the right you can see the northwest corner of the building some of the storefront glass. The new storefront glass is in the building. That area is actually where we started erecting steel for the CAT platform this week so if you drive by, and I believe we've got some pictures to show you of that here in just a few minutes. Pictures of the foundation for the CAT platform going in, which is are actually complete. And then on the right some more photos of the building and some the demolition and renovation activity that continues. These pictures show some of the progress on this inside. On your left actually where CAT will operate out of inside the facility; it's temporarily be used by Greyhound, but you can see the drywall is up, the new lights are in, the glass is in so you see and get an idea of the new facility and on the right it just showing that work continues in other areas of the building...electrical, mechanical, plumbing. As for the Operations Center, we've actually had a few other milestones on that project. The existing fuel tank has been removed from the ground and we are targeting completion of the new fuel tank island in January about a month which will be followed by completion of the bush wash facility and then we're on target to complete the facility this fall. By the progress photos you can the bus

wash facility on your left and actually a different view of that facility on your right in the maintenance with all the blocks. Moving inside you see one of the bays of the facility with on your left with some of the block work going on and on the right you can see inside the maintenance facility with the newly painted ceiling and how bright it looks. There's some new duct work inside the facility, but we did a lot of cosmetic work to make it look fantastic. And this is the new fuel tank and the island. On your right is the fuel station; the new platform where buses will pull in to get fueled. And then I will open it up for questions.

CHAIRMAN LIAKAKIS: Any questions on the construction on either project? Well for the public to know too what's really important is that this wash rack this new wash rack because it's more efficient; it'll save time and getting those buses clean and people. It's important for people to understand that the buses need to be clean, not only the inside, but the outside too because the appearance makes a difference psychologically. In training they'll tell you in training sessions and all that when you have some public transportation and even cabs and all of that that it makes a difference in whether a person might ride because you have some people that absolutely have to ride will do that, but others because the appearance it change people's attitude about a particular system so we thank you very much. We want to make sure that we continue to do all of these things.

MR. ELSWICK: Eli is passing around photos of the steel the steel that is actually going up. It will go up really quickly, but you can see what it looks like today. Yes ma'am.

DR. THOMAS: I just want to comment. I just want to say I am truly excited about the commitment and the way that the construction is going. It's been a long time coming and hopefully in September of 2013 I'll be around to see the finished product.

MR. ELSWICK: I'd be happy to give you a tour.

DR. THOMAS: And we just appreciate everything that you all are doing. Thank you.

CHAIRMAN LIAKAKIS: Okay next on the agenda is the Executive Director's Report Chad.

DR. REESE: Thank you Mr. Chairman. I wanted to update the Board on some of our Key Performance Indicators. For ridership for the month of November we carried 298,827 down about 67,000 from November 2011 which is mainly contributed to our university related routes. As you know enrollment is down at the university so ridership is also down. Our productivity remains fairly consistent. Ontime Performance also remains somewhat consistent. One of the things I would like to note and which I will show you on the video briefly; some of the things we are dealing with on the ontime performance at 70% if you recall once we started to do the electronic ontime performance we were at 53% so we've gone from 53 to 70% and we're hopeful to be around the 90% margin by this time next year. In terms of the complaints are down and farebox recovery is somewhat down and that's mainly contributed to the way the revenues are coming in for some of the services that we do. We continue to show substantial improvement in the area of Safety as we talked about at our previous meetings we have a new Director of Safety and Training who's come aboard. She's been onboard for about a year and if you recall this number that you see now at 1.5, two years ago two and a half years ago or three years ago was around 9. So we've gone from about 9 per 100,000 miles to about 1.5 so we've

made substantial improvements in the area of Safety. In the area of Paratransit, ridership is up slightly, ontime performance was 96% for the month and we actually received a total of five complaints for the month on Teleride and Paratransit. A couple things to note of importance is that staff is continuing to work with the update of our Paratransit Handbook as well as our Paratransit Plan. The idea is that the Paratransit Plan will come to the Board for approval within the first quarter of next year followed by the Paratransit Handbook should come the following month, but we need approval on the plan before we can finalize the handbook. We have been meeting in committees to update that information and will be bringing it forward.

MS. OSBORNE: Mr. Chairman, Chad on the ontime performance by routes,

DR. REESE: Yes.

MS. OSBORNE: Can you tell me where Route 25 is. That's down to 29% and as you go across to scan to look at the late, early, ontime, late and early where does that bus go to? I wouldn't want to be on that one.

DR. REESE: The 25 you said?

MS. OSBORNE: the 25 uh huh.

DR. REESE: Oh that's the Saturday route which shows quite a bit of that route is running early. Excuse me, quite a bit of that route on a Saturday is running late. That's an issue and also our major issue is probably the 114 which the video I was going to show.

MS. OSBORNE: Where do they go to? Where are the destinations that those buses or the routes; do you know that?

DR. REESE: the 114 is the Abercorn route and the 25 and both are those are primarily contributed to load factors and fare policy.

MS. OSBORNE: Low? I'm sorry--

DR. REESE: Load. The number of load; the passengers, but we are working – we will be having new schedules come available I think it's scheduled for February March of this year.

MS. OSBORNE: I see. I had a concern as to where the routes were because when my car was stolen they were offering a CAT pass and I didn't know if I could use that pass. (laughing)

CHAIRMAN LIAKAKIS: Helen.

MS. STONE: Thank you Mr. Chairman. Dr. Reese I'm looking at these numbers and I'm a little concerned out of, it looks like out of 27 routes 14 of them are showing significant declines. Help me understand this. I mean that's over half of our routes are showing significant declines and within from 2011 to 2012.

DR. REESE: As we went about and we redid some of the routes you should – the overall number is varying that much. If you recall the numbers in comparison to the previous year and the year before that are up roughly about 30% in terms of our overall ridership. With the latest service design that happened is a number of passengers would be shifted from one route to another route. For instance, if you look at the route, well it's taken place for about a year now, but the Route 11 actually shows up, but that would be a route in particular that those passengers are transferred to a different route.

MS. STONE: I mean overall the grand total it's down, I mean not in huge big numbers but it's down and I'm concerned about this and wondering and I mean one would think; one would hope with the cost of gasoline and car maintenance from 2011 to 2012 ridership may have been up but we're showing a decline and so I'm a little bit concerned about this.

DR. REESE: I think we're showing a decline for that month. I think we're showing a decline for that month. I think year to date we are showing an increase so I can bring you back more details at the next Board meeting.

MS. STONE: Okay.

DR. REESE: But we can certainly take a look at that.

MS. STONE: I just want to keep an eye on it to see and to really track where we are with this and what the issues are. I mean if it's the routes that are a problem, if we need to keep tweaking those or whatever is because it's imperative for the survival of this organization to make sure that our ridership at least holds steady. That's all.

CHAIRMAN LIAKAKIS: Wayne.

MR. DAWSON: I too had a concern about the 114 the express route. I thought that we committed additional vehicles to that route.

DR. REESE: We did this past month we put additional service out on the 114 because of the passenger loads. The key indicator that you look at, of course you look at overall ridership, but you want to look at the passengers you're carrying per hour which is a measure of the services that we're putting out. So one of the things that we were charged with is to identify ineffective or unaffectionate segments within the system and then take those segments and reinvest them into other services. We've identified some of those and we've identified, for instance, the new services to the airport. It's new, but it has not had a significant impact on the overall...it has not had a negative impact on the overall ridership but we've taken services that were unproductive and we've reinvested in the new services new routes and if you look at the overall passengers per revenue hour the number has actually increased in the past and now we find where it's remaining relatively consistent so we're taking the unproductive services and reinvesting it into new areas.

CHAIRMAN LIAKAKIS: Okay any other questions on that? Okay anything else.

DR. REESE: No sir not that the Executive Director's Report.

CHAIRMAN LIAKAKIS: Okay now we go into Unit Updates Service and Delivery.

DR. REESE: One of the things that I want to call to your attention; the information is there for your review and approval. I will be happy to entertain your questions, but some of the things we're looking at is how do we go about targeting our lowest performing routes and our highest performing routes in particular lowest performing routes where we look at the 20,13, and the Route 11. What we'll see within the next quarter and the first quarter of next year is we'll look at the smaller buses going into place on some of the lower performing routes to lower the subsidy associated with operating some of those routes as well as a robust marketing program to go in affect with those as well.

CHAIRMAN LIAKAKIS: So as well as these if you will have the information so that the Service Delivery the System Development Update and the Financial one so all of those committees can start working cause it's really important that we're coming on the new year and all and to have that material and whatever's necessary to proceed in those different areas.

DR. REESE: Yes sir.

CHAIRMAN LIAKAKIS: Okay next System Development Update.

DR. REESE: Again the System Development Update is in your packet for review. The most important thing I'd like to point out is that with our Five Year Strategic Plan our Transit Development Plan there's a ARC Committee members some are Board members, but that meeting with take place January 22<sup>nd</sup> - 26<sup>th</sup> so our consultants will be back in town conducting meetings with our stakeholders and so they're going to set up a meeting with the ARC and I know that Ms. Stone is on the ARC Committee as well as Ms. Osborne.

CHAIRMAN LIAKAKIS: Okay while we're on that one this Georgia Coastal Regional Commission which is the twelfth regional commission. The state is split up in twelve commissions; we're in number twelve. On their transportation with Barbara over there are they still helping in your particular area?

DR. REESE: Yes sir. They have an agreement with Chatham Area Transit to provide services in the rural area of Chatham County.

CHAIRMAN LIAKAKIS: Okay, next the Financial Update.

DR. REESE: Yes sir the Financial Report is submitted for the Board and I'll be happy to entertain any questions you may have on that.

CHAIRMAN LIAKAKIS: Okay Wayne you wanted to ask a question?

MR. DAWSON: Yeah, I'm sorry didn't get my name in time. For the Development Update we christened the Mary Musgrove; did we have any feedback positive or negative on the operation?

DR. REESE: Actually I have not received any so --

MR. DAWSON: Okay that's good thanks.

CHAIRMAN LIAKAKIS: I can tell you on that though Wayne they appreciate that because when the larger conferences or conventions come in town some people have that transportation you know and the buses are provided, but to be able to ride the ferry across because when they have very large events over there the Rock-N-Roll recently and some of the other activity so putting that other ferry into operation has been really very good and very positive because we know now that the movement over from the Trade Center or from River Street area over to the Trade Center has been really important.

MR. DAWSON: I just wanted to make sure that all the concerns that were addressed with previous fairies were addressed with this one.

DR. REESE: Yes sir those are addressed.

CHAIRMAN LIAKAKIS: I made sure I went through all of that Wayne because I know that fiasco we had with that first ferry boat was one big joke and there were a lot of problems with that; the noise level, the speed on it and the capacity all three of those were not addressed properly so from then on with those ferries it was made a point that we make sure that any more that are built that they have to meet those specifications because if they didn't they'd have to go back to the manufacturer. Okay next; Old Business Chad.

DR. REESE: No sir.

CHAIRMAN LIAKAKIS: Nothing?

DR. REESE: No.

CHAIRMAN LIAKAKIS: How bout New Business?

MS. STONE: I have some New Business. Dr. Reese I received an email today I'm a little bit disturbed about from Mr. Moffett and I have been forwarding this to you, but he makes a very good point back in July about the bus stops.

DR. REESE: The orange bus stops.

MS. STONE: Why is this not being addressed?

DR. REESE: I have sent emails out personally to Mr. Moffett on the Ardsley Park ones and showing him diagrams of the new photos of the modifications we will make to the orange bus stops by making them ADA accessible to the orange bus stops will remain in there in their entirety. They will be modified to provide schedule information.

MS. STONE: When?

DR. REESE: When are we gonna do those?

MS. STONE: Yeah.

DR. REESE: Well have them as part of our a bid packet to go out so it hasn't gone out yet. We have the funding in place to do it, but the core thing is that the orange bus stops are not going to be removed; they will be painted and left in place.

MS. STONE: Well I'm gonna turn this over to you and I really would like a response on this because this dates back to July 10, 2012 and according to him he...let's see he says this is his third attempt.

DR. REESE: Okay.

CHAIRMAN LIAKAKIS: Okay you have something?

DR. THOMAS: Before we adjourn I would just like for this Board to go on record as acknowledging the terrible incident that happened in Connecticut on Friday. With the loss of 20 children and I believe about 6 adults; 26 in all lives that were lost to me this hits home. We all should be concerned; we all should have or show compassion at this time and I just to on record and say for me and I hope this Board will respond likewise because my heart goes out to all of those families and it could happen to any one of us at any time so our prayers go out to Newton, Connecticut and all the families.

CHAIRMAN LIAKAKIS: Alright meeting adjourned.

Meeting adjourned at 11:58p.m.

Respectfully Submitted by:

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Patricia R. Hawkins, Secretary-Treasurer  
Chatham Area Transit Authority