

**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
Thursday, February 21, 2013 – 3:30 PM**

The Franklin Transit Authority met on Thursday, February 21, 2013 at 3:30 pm
708 Columbia Ave. Franklin, TN

Members present

Preston Elliott, Chair
Nancy Williams
Nancy Fletcher-Blume
Bob Horner
Dale Thomas
Pearl Bransford

Others Present

Debbie Henry, The TMA Group
Stanton Higgs, The TMA Group
Laing McCullough, The TMA Group
Kelly Bair, The TMA Group
Kevin Comstock, City of Franklin
Deb Varallo, Varallo Public Relations

1. Call to Order

Chairman Elliott called the meeting to order.

2. Roll Call/Confirm Quorum

Chairman Elliott confirmed that there was a quorum.

3. Public Comments

This portion of the agenda is for members of the public to directly address the FTA on any items not on the agenda and within the jurisdiction of the Authority. Comments are limited to three minutes per speaker. The Authority will hear all communication but will not take any action on items that are not on the Agenda.

CONSENT CALENDAR

4. Minutes of November 15, 2012 Regular Meeting Minutes (ITEM #4)
Chairman Elliott called to approve the minutes of the November 15, 2012 regular meeting; Mr. Dale Thomas motioned, Ms. Nancy Fletcher-Blume seconded the motion. Motion carried unanimously.

OLD BUSINESS

5. Year-to-Date Financial Statement and Summary (ITEM #5)

Ms. Henry presented the year to date January 31, 2013 financial statements to the Authority, noting that numbers are tracking well; 59% revenues, 62% expenses, with 58% of the year elapsed. Ms. Henry noted the increase in service has increased expenses. There were also unexpected expenses that could not be budgeted such as the increase in audit fees, and a server replacement. Chairman Preston Elliott called for acceptance of the financial report. Ms. Nancy Fletcher-Blume motioned, Mr. Dale Thomas seconded the motion. Motion carried unanimously.

6. Transit Report

(ITEM #6)

Ms. Henry reported the ridership. As was previously discussed the new goal is: 4,000 a month. January 2013 total: 5,859. Ms. Henry notes January 2013 has been the highest fare box collection yet, and fare box numbers for 2012 are the highest ever. Chairman Preston Elliott called for acceptance of the transit report. *Ms. Nancy Fletcher-Blume motioned, Mr. Dale Thomas seconded the motion. Motion carried unanimously.*

NEW BUSINESS

7. Consideration of Updated Disadvantaged Business Enterprise (DBE)

(BAI 02-21-13-7)

Ms. Henry informed the Authority after reviewing Franklin Transit Authority's FY13-15 DBE Goal of 3%, Federal Transit Administration thinks a revised goal of 1% would be more attainable given our need for contracting opportunities, and the DBE market in and around Franklin. Ms. McCullough noted this goal only pertains to funds drawn down from Federal Transit, which is a small amount of our budget each year. There was discussion about changing this goal again going forward. However, it was decided the Franklin Transit Authority would put our revised goal out for public comment, and meet again after the 45 day public comment period to address any comments, then vote for approval of the revision. Chairman Preston Elliott called for acceptance of the Board Action Item. *Ms. Pearl Bransford motioned, Ms. Nancy Williams seconded the motion. Motion carried unanimously.*

OTHER BUSINESS

10. Report of Executive Director

Ms. Henry informed the Authority of a TDOT desk review on a grant that resulted in no findings, and FY2014 budgets will be presented at the March meeting.

Ms. Deb Varallo informed the Authority of an upcoming Community Outreach meeting being held on March 5, 2013 at the Franklin Housing Authority. She also noted that progress is being made on the Girl Scout Patch.

11. Adjourn

Preston Elliott, Chairman