

**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
Thursday, May 16, 2013 – 3:30 PM**

The Franklin Transit Authority met on Thursday, May 16, 2013 at 3:30 pm
708 Columbia Ave. Franklin, TN

Members present

Preston Elliott, Chair
Pearl Bransford
Bob Horner
Dale Thomas
Hays Waldrop

Others Present

Debbie Henry, The TMA Group
Kelly Bair, The TMA Group
Kristen Corn, 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 March 14, 2013 Regular Meeting Minutes (ITEM #4)
Chairman Elliott called to approve the minutes of the March 14, 2013 regular meeting; Mr. Dale Thomas motioned, Ms. Pearl Bransford 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 April 30, 2013 financial statements to the Authority, noting that numbers are tracking well; 84% revenues, 84% expenses, with 83% of the year elapsed. Ms. Henry pointed out the increase revenues in transit fares and contracts. She also reminded the Authority that the increase in service equated 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. *Mr. Dale Thomas motioned, Mr. Bob Horner seconded the motion. Motion carried unanimously.*

6. Transit Report (ITEM #6)

Ms. Henry reported the ridership. Ridership and Fare Box continues to rise succulently. Chairman Preston Elliott called for acceptance of the transit report. *Mr. Dale Thomas motioned, Mr. Bob Horner seconded the motion. Motion carried unanimously.*

7. Communications-Outreach Report

Deborah Varallo (Varallo Public Relations) shared with the Authority update about the successful Share-the-Ride event on April 17, where area Mayors and governmental leaders rode Franklin Transit

TODD, RTA 91X, and VanStar regional commuter vanpool program to April's monthly regional meetings held in Nashville.

NEW BUSINESS

8. Consideration of Updated Disadvantaged Business Enterprise (DBE) (BAI 05-16-13-7)

Ms. Henry refreshed the Authority about the February BAI regarding the updated DBE goal for FFY 13-15. At that time, it was the Authority's direction, after the required 45-day public comment period, the Authority would review any comments. Ms. Henry shared that no public comments were received. Therefore, staff recommended that the Franklin Transit Authority accepted the updated DBE goal for FFY 2013-15. *Ms. Pearl Bransford motioned, Mr. Bob Horner seconded the motion. Motion carried unanimously.*

9. Ethics Refresher Training, Kristen Corn – City of Franklin Staff Attorney

Ms. Corn led Authority members through a thorough presentation regarding ethics compliance.

OTHER BUSINESS

10. Report of Executive Director

Ms. Henry stated that the transit budget has been absorbed into the COF total budget and that the entire budget will begin the process of three readings at May 28th BOMA meeting. Alderman Bransford thanked TMA staff for a professional and well-done presentation to the BOMA Finance and Budget Committee of the Franklin Transit budget.

Ms. Henry shared that Franklin Transit has two items in the new TIP (Transportation Improvement Plan) being developed by MPO.

Ms. Henry introduced Mike Johnston – TMA's new employee: Transport Operations Representative

Tweens and Teens will begin May 28,

11. Adjourn

Preston Elliott, Chairman