

## **MINUTES OF THE JULY 11, 2007, MEETING OF THE CITYLINK ADA ADVISORY BOARD**

A meeting of the CityLink ADA Advisory Board was held in the conference room at CityLink Transit, 1189 S. 2nd St., Abilene, Texas on Wednesday, July 11, 2007 at 3:30 p.m. Brigitte Lett – Board Chairperson called the meeting to order, the following members were present:

Brigitte Lett	James Shepard	Pam Barnhill
Patsy Daniel	Bill Daniel	

Also present and attending the meeting was: Debra Turner, Passenger, Brad Patrick, General Manager, and Bobby Sharpe, Special Services Coordinator.

Members not present include: Shirley Hudson, David Barnhill, David Alcala, Donna Reiff

The Oath of Office was administered prior to this meeting with James Shepard and Bill Daniel.

Mr. Sharpe reported to the Board CityLink's Evening Service ridership for the month of May 2007 has increased over 17% as compared to the current month last year. Revenue for the current month has increased by over 2%, compared to this month last year.

Mr. Sharpe discussed with the Board CityLink's ridership statistics covering the eighth month, May 2007, of the fiscal year 2007. Fixed route ridership for the current month has increased by over 2% compared to this month last year, reporting 45,040 passengers during the month of May 2007. Demand response passenger trips equaled 8,686 for the month of May 2007, an increase of 5% as compared to May 2006. Revenues for May 2007 were \$7,962 and revenues from May 2006 were \$6,142, which is an increase of over 29%. Evening service ridership has increased by over 17% showing 1,742 passenger trips for the month of May 2007 as compared to 1,486 passenger trips for the month of May 2006. Revenue for May 2007 was \$2,062 and revenue for May 2006 was \$1,514, which is an increase of over 36%.

Mr. Sharpe gave a status report of CityLink's Charter Service. For the month May 2007, CityLink's Charter Service had 301 passengers compared to May 2006 which had 133 passengers.

Mr. Patrick reviewed funding with the Board by explaining a budget shortfall and subsequent appointment of an Ad Hoc Financial Review Committee consisting of persons with vested interest in CityLink's transportation service. The purpose of the Committee was to develop recommendations to minimize the projected deficit. Some of the recommendations were to increase fares, minimal service reductions such as eliminating Route 4 from the Fixed Routes and changes to the boundaries of the Demand Response Van service. These changes are contingent upon City Council approval which will be presented at a later date. The initial projected shortfall was estimated at \$500,000 but with the assistance from the Committee, \$382,000 will be recovered.

Mr. Patrick reminded the Board of funding requests that were mentioned during the previous Board meeting, the Job Access Reverse Commute (JARC) grant in the amount of \$365,000, \$200,000 in match credits for vehicle replacement through Texas Department of Transportation (TxDOT), and an additional \$786,000 in vehicle replacement through the Federal Transportation Administration (FTA). Mr. Patrick stated that he has not received any information regarding the status of the applications with the exception of the TxDOT grant. Mr. Patrick read an email to the Board he received from Ben Herr, Executive Director of Texas Transit Association explaining the decrease in State funding of \$150,000. According to another email from Gary Williams, Program Manager TxDOT, CityLink was awarded \$249,863.

Mr. Patrick explained to the Board the status of the Capital Vehicle Replacement Program. CityLink has programmed the addition of 2 vans and 2 buses in the FY08 Federal grant (\$660,000). Some Capital projects that will begin soon include the fencing and paving of the adjacent lot that was purchased 2 years ago, repairing the back wall of the maintenance shop, and renovations to the passenger waiting area/restrooms

Mr. Patrick notified the Board CityLink sent out a Request for Qualifications (RFQ) for a Fixed Route System Analysis. We received 2 proposals, one from Houston and the other from Ft. Worth. The City of Abilene decided to disqualify both companies but to include the Analysis/Route Study in the management contract with McDonald Transit. This project should begin within the next 3 to 6 months.

Mr. Patrick reported to the Board that CityLink has 6 new buses on route as of July 2007.

There being no further business the meeting was adjourned at 4:15 p.m.

The minutes approved this \_\_\_\_\_ day of \_\_\_\_\_.

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Chairperson, CityLink ADA Advisory Board