

## **MINUTES OF THE JANUARY 9, 2008, 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, January 9, 2008 at 3:30 p.m. Brigitte Lett – Board Chairperson called the meeting to order, the following members were present:

Brigitte Lett	James Shepard	David Alcala
Patsy Daniel	Bill Daniel	Donna Reiff

Also present and attending the meeting was: Debra Turner, Passenger, Theresa James, City Attorney, Merle Wilkins, Para-transit Coordinator, Brad Patrick, General Manager, and Bobby Sharpe, Special Services Coordinator.

Members not present include: Shirley Hudson, Pam Barnhill, and David Barnhill

Mr. Sharpe reported to the Board CityLink's Evening Service ridership for the month of November 2007 has increased over 86% as compared to the current month last year. Revenue for the current month has increased by over 83%, compared to this month last year.

Mr. Sharpe discussed with the Board CityLink's ridership statistics covering the second month, November 2007, of the fiscal year 2008. Fixed route ridership for the current month has decreased by over 2% compared to this month last year, reporting 38,736 passengers during the month of November 2007. Demand response passenger trips equaled 6,659 for the month of November 2007, an increase of over 2% as compared to November 2006. Revenues for November 2007 were \$6,161 and revenues from November 2006 were \$6,515, which is an increase of over 12%. Evening service ridership has increased by over 86% showing 1,768 passenger trips for the month of November 2007 as compared to 948 passenger trips for the month of November 2006. Revenue for November 2007 was \$2,734 and revenue for November 2006 was \$1,492, which is an increase of over 83%.

Mr. Sharpe gave a status report of CityLink's Charter Service. For the month November 2007, CityLink's Charter Service had 199 passengers compared to November 2006 which had 270 passengers.

Mr. Patrick reviewed funding with the Board. The Texas Transportation Commission forwarded information that the Texas Legislature appropriated funds back to TxDOT and awarded CityLink \$363,000 instead of the \$250,000 that was initially awarded which translated into an additional \$113,000. Of the \$113,000, 40% of the funding is being programmed into operator wages with the remaining 60% being programmed to general operational expenses.

Mr. Patrick addressed with the Board issues concerning CityLink's Demand Response service. Mr. Patrick supplied copies of a plan for stabilization and briefly explained the information. The issues addressed include operator shortages and recruitment problems, increase in passenger trips with a limited number of vehicles, and the utilization of the demand response service by passengers that could otherwise be accommodated by the fixed route service.

The solutions include wage increases for operators and certain support staff, budgeting the purchase of additional vehicles, and perform all demand response passenger certifications interviews and physical assessments in-house.

Mr. Patrick informed the Board of projects that have been completed. The passenger waiting area and passenger restroom renovations have been completed. CityLink recently installed an alarm system that was long overdue. The Fixed Route restructuring has begun with initial meetings with McDonald Transit being conducted within the last couple of weeks. The goal of McDonald Transit is to have a completed fixed route schedule by the end of April 2008. CityLink's goal is to implement the new schedule system on October 1, 2008.

There being no further business the meeting was adjourned at 4:25 p.m.

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

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Chairperson, CityLink ADA Advisory Board