

## **MINUTES OF THE FEBRUARY 8, 2012, 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, February 8, 2012 at 3:30 p.m. Due to the absence of David Barnhill – Board Chairperson, John Pleveich, General Manager called the meeting to order. The following members were present:

Patsy Daniel  
Bill Daniel

Debra Turner  
James Shepard

Donna Reiff

Also present and attending the meeting: James Condry, Director Traffic and Transportation, Stanley Smith, City Attorney, E'Lisa Smetana, MPO Director, John Pleveich, General Manager, Bobby Sharpe, Grants Administrator, Shirley Burns, Paratransit Supervisor, representatives from KTXS news and KRBC news.

Members not present: Pamela Barnhill, David Barnhill, David Alcala

Item 2: Approval of Minutes: Motion made by Patsy Daniel to approve the minutes from the Board meeting of November 9, 2011. Motion seconded by Bill Daniel. All members present were in favor; Minutes approved as written.

Item 3: Transit System Operations: Mr. Sharpe gave report on ridership statistics for the month of December 2011. Fixed route ridership for the current month has increased by over 5% compared to this month last year, reporting 38,816 passengers during the month of December 2011. Demand response passenger trips equaled 6,945 for the month of December 2011, a decrease of over 6% as compared to December 2010. Evening Service ridership for the month of December 2011 has decreased over 12% reporting 1,144 as compared to 1,314 for December of last year. Ridership for Charter service has decreased by over 12% with 1,582 passengers for the month of December 2011 compared to 1,807 passengers for December 2010. The system totals for all passenger trips year to date is 153,391 compared to year to date last year of 139,692 which reflects an overall increase of over 9%.

Item 4: Chairman Election Schedule: Mr. Pleveich requested Stanley Smith to explain the Board by-laws concerning officer elections. Mr. Smith informed the Board the by-laws state the Chairman, Vice-chairman, and Secretary shall be elected annually, during the first meeting of the year, by the Board from its official members. Mr. Smith stated the issue to be addressed is whether 'year' is defined as calendar year or fiscal year. Mr. Sharpe informed that historically, the Board has operated on a fiscal year basis coinciding with the City's fiscal year (October-September) with all business. Mr. Sharpe reminded the Board that until last year when she resigned her position on the Board, Ms. Brigitte Lett served as Chairperson for many years. James Condry informed the Board that seat appointments are completed by City Council during the Spring or in the month of May on a staggered basis. Mr. Condry also stated the Board will need to determine what is considered a 'year' for officer elections. Mr. Pleveich asked the Board for any recommendations or motions to consider. Mrs. Daniel stated that it really doesn't matter

to her what is decided but that a definite decision needs to be made. Ms. Turner recommended the officer elections occur in May to coincide with the Board appointments. Mr. Condry stated that if the election were to coincide with the Spring Board appointments in May, the City Council would not make those appointments until June. Ms. Turner stated the summer months shouldn't be considered due to Board members vacations and expected poor attendance. Ms. Turner made a motion to define the Board year to begin in October to coincide with the City's fiscal year with the Board elections to occur during the October Board meetings. James Shepard seconded the motion. All members present were in favor; motion carries.

With no further discussion concerning Agenda items, the meeting was adjourned at 3:50 p.m.

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

---

Chairperson, CityLink ADA Advisory Board