

Meeting Minutes – July 30, 2020

MINUTES

**REGULAR MEETING
TRANSIT AUTHORITY OF THE CITY OF OMAHA
2222 Cuming Street
Omaha, Nebraska, 68102
July 30, 2020
MINUTES**

The Transit Authority of the City of Omaha Board met in Regular Session on Thursday, July 30, 2020 at 8:30 a.m., in the Authority's Administration Building, 2222 Cuming Street, Omaha, Nebraska 68102. Notice was given in advance of the meeting by publication in the Omaha World Herald. For the benefit of the public in attendance, a copy of the Open Meetings Law is posted in the meeting room and the Agenda is published on the display in the facility lobby. The following persons were in attendance at the meeting:

Authority Board:

Mr. Jay Lund, Chair
Ms. Julia Plucker, Vice Chair (Absent)
Ms. Amy Haase, Secretary/Treasurer
Mr. Daniel Lawse
Mr. Othello Meadows

Authority Staff:

C. Simon, Executive Director
E. Simpson, Legal/Human Resource Director
D. Finken, Finance Director
D. Jameson, Safety Director
K. Shadden, Operations Director (Absent)
L. Barritt, Marketing Director
G. Bradley, Maintenance Director
K. Pendland, IT Director
J. Willoughby, Senior Project Manager Engineering/Transportation/Planning (Absent)
J. Rumery, Grant Administrator

Others Present:

Other Metro staff
Marisa Martinez
Bill Troe
Lauren Cencic
Michael Young
Amanda Sirian
Harrison Young
Jayden Young

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Agenda Item #1: Call to order

Mr. Lund called the meeting to order at 8:32 a.m. For the benefit of the public in attendance, a copy of the Open Meetings Law has been posted in the meeting room and the Agenda is published on the display in the facility lobby.

Agenda Item #2: Approval of Minutes of Previous Meetings

Mr. Lund entertained a motion to approve the minutes of the Board Meeting on June 25, 2020.

Motion by Mr. Lawse; Second by Mr. Meadows

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Mr. Lund entertained a motion to approve the minutes of the Public Hearing Meeting on July 16, 2020.

Motion by Mr. Meadows; Second by Ms. Haase

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #3: Resolution #411 – Recognition – Michael Young

Mr. Lund presented plaque to Mr. Young.

Mr. Young thanked Board members and Metro staff for the recognition. He acknowledged how many things have changed since he began serving on the Board ten years ago.

Agenda Item #4: Succession Task Force – Resolution – Authority of Board Chair to Negotiate a Contract with Replacement Executive Director

(J. Lund & A. Haase)

The Metro Succession Task Force which was approved by the Metro Board to recommend successful candidates for the position of Executive Director narrowed the applicant field to 4 candidates. These 4 candidates were interviewed and a unanimous recommendation for the successful candidate was made. The Metro Board members had an opportunity to meet with the recommended candidate, one on one. The Metro Board is unanimous in its decision to offer the position of Executive Director to Ms. Lauren Cencic, pending mutually agreed to contract terms. Passage of this resolution grants authority to the Board Chair, Jay Lund to negotiate and finalize the employment contract which then will receive full Board review and passage by subsequent resolution.

Motion by Mr. Lawse; Second by Ms. Haase

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ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #5: Request Approval to Amend the 2020 Transportation Improvement Program

(J. Rumery)

Staff requests approval to amend the 2020 element of the 2020-2025 Transportation Improvement Program (TIP). This amendment is to program new funds and modify the 2020 Program of Projects (POP).

This amendment satisfies the approved Local, State and Federal planning process requirements. Staff recommends programming new Bus and Bus Facility Transfer Funds (5339(b)) and Bus and Bus Facility Lo/No Funds (5339(c)) in the FY 2020 element of the TIP. Additionally, staff is recommending modification of the 2020 Program of Projects in the following manner:

PROJECT	SOURCE OF FUNDS	AMOUNT	DESCRIPTION
SUPPORT EQUIPMENT AND FACILITIES	5339(b)	Total: \$2,465,162.00 Fed: \$1,972,130.00 Local: \$493,032.00	BRT Transit Way construction and equipment
SUPPORT EQUIPMENT AND FACILITIES	5339 (b)	Total: \$2,239,298.00 Fed: \$1,791,439.00 Local: \$447,859.00	BRT Station Construction and Equipment.
SUPPORT EQUIPMENT AND FACILITIES	5339(b)	Total: \$479,418.00 Fed: \$383,535.00 Local \$95,883.00	BRT Station Bicycle amenities.
REVENUE ROLLINGSTOCK	5339(c)	Total: \$2,787,833.00 Fed: \$1,951,483.00 Local: \$836,350.00	Replace 3 40' diesel buses which have met useful life with 3 new 40' Electric buses
SUPPORT EQUIPMENT AND FACILITIES	5339 (c)	Total: \$580,856.00 Fed: \$406,599.00 Local: \$174,257.00	Acquire 3 bus charging stations, engineer and design building electrical upgrade, acquire tools and backup generator
CAPITALIZED OPERATIONS	5339(c)	Total: \$16,311.00 Fed: \$11,418.00 Local \$4,893.00	Training of maintenance and response staff on new buses.

Board approval will allow the projects to be updated and committed for FY 2020. Projects will be submitted to MAPA for consideration at the July 2020 MAPA Board Meeting. Approval will program \$4,147,104 of Federal 5339(b) Funds and \$2,369,500.00 of Federal 5339(c) Funds for the activities listed above. Total new encumbrance of local funds from these changes will be: \$2,052,274.00. Combined Project Total is \$8,568,878.00. 5339(b) projects are funded at 80/20 and 5339 (c) funds are programmed at 70/30.

This item will be reviewed by the procurement committee prior to the Board Meeting. Assuming committee concurrence, staff requests the Board approve the Resolution as presented.

Discussion was had.

Motion by Mr. Meadows; Second by Mr. Lawse

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ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #6: Request Approval of CY 2021 Preliminary Budget

(D. Finken)

A preliminary budget for 2021 has been established and a public hearing was held on Thursday, July 16, 2020 at 8:30 a.m. at Metro's Administrative Building. Staff is recommending approval of the 2021 Preliminary Budget as proposed. Operating expenses are set at \$32,865,851, an increase of \$1,118,964 or 3.5% over the 2020 budgeted expenses. The preliminary budget for CY 2021 was sent to the Finance Committee for review prior to today.

Discussion was had.

Motion by Mr. Meadows; Second by Ms. Haase

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #7: Request Authority to Set Restricted Funds

(D. Finken)

The Nebraska Budget Act allows political subdivisions to increase their restricted funds authority by a base amount of 2.5% per year. An additional 1% increase is allowed if at least 75% of the governing body votes to approve the increase.

In setting these amounts for calendar year 2021, the 2.5% base increase amount is \$466,189. The additional 1% increase would raise the restricted funds by \$186,475. When combined with the base amount, it would increase our restricted funds authority from last year's figure of \$18,647,585 to \$19,300,251.

Staff recommends approval of the additional 1% increase.

Discussion was had.

Motion by Mr. Lawse; Second by Mr. Meadows

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #8: Request Approval of Resolution No. 413 – 2021 Preliminary Tax Levy

(D. Finken)

The Transit Authority must submit a CY 2021 preliminary tax levy allocation request to the Omaha City Council and the Douglas County Board by August 1, 2020. Resolution No. 413 is included in your Board packet. The total amount of the request is \$19,300,251.

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The proposed 2021 preliminary mill levy rate is 0.04811 cents per \$100.00 of property valuation using an estimated 2020 Certified Property Valuation. This rate will change when the Final Mill Levy Resolution is presented to the Board in August 2020, since the Certified Property Valuation will be used to calculate the rate. The rate is split equally between the City of Omaha and Douglas County.

Staff recommends approval of the Resolution.

Discussion was had.

Motion by Mr. Lawse; Second by Mr. Meadows

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #9: Request Approval to Enter into Contract with Weitz for Creighton Multimodal Stations Along 24th and 20th Streets as a Park of the Creighton University Pedestrian Mall and Transit Stations Project

(J. Rumery)

Bids were received and opened at a public bid opening on July 14, 2020 from qualified contractors to perform services associated with the construction of the four multimodal stations along 24th Street and 20th Street adjacent to the California Pedestrian Mall on the Creighton campus. This package includes all utility relocations, footings, new 7' x 16' decorative shelters with solar power, shelter pavement and site restoration. There were four Contractors at the pre-bid conference with Weitz Company the only Contractor to submit a bid. Their bid was \$460,000, which is 30% over the ICE. Weitz provided clarifications on the assumptions made for the scope of work that weren't taken into consideration at the time the ICE was prepared. There were two main items that caused the bid to be higher than the ICE. The shelters have a 16 week lead time for delivery and since the pavement work needs to be completed as soon as possible, Weitz will need to remobilize when the shelters are received. The project also involves moving a fiber line under one of the 20th Street Stations. In an effort to protect the line and not cut service to the Creighton Campus, Weitz will had dig the footings for that station and also have an electrical sub-contractor on site at all times to react if something else is uncovered. Based on these two items, the higher bid is justified.

We are requesting the Board authorizes the Executive Director to prepare and execute a contract with Weitz for the Creighton Multimodal Stations along 24th and 20th Streets.

This item was forwarded to the Procurement Committee, prior to the Board meeting for their review.

Discussion was had.

Motion by Mr. Meadows; Second by Ms. Haase

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #10: Request Approval to Award Task Order #16 – Start-up, Testing and Commissioning Modification 1 for the BRT Final Design Contract with AECOM

(C. Simon)

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We are requesting the Board authorizes the Executive Director to prepare and execute a contract with Weitz for the Creighton Multimodal Stations along 24th and 20th Streets.

This item was forwarded to the Procurement Committee, prior to the Board meeting for their review.

Discussion was had.

Motion by Mr. Meadows; Second by Mr. Lawse

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #11: Administrative Report

(C. Simon)

Mr. Simon informed the Board that Metro increased service this past Sunday. Frequency was added to the most popular routes in the system, bringing a substantial percentage of routes back to pre-COVID frequency. There has been a minor increase in ridership since this change was made. Most likely the added service will not restore all ridership to pre-COVID levels.

Mr. Simon updated the Board of the previously approved diesel fuel contracts, which were all presented and approved prior to COVID. Due to reduced service, Metro has not used as much fuel as was expected based on previous time periods. Mr. Simon is currently working to extend both the fuel and CNG contracts in light of the reduced amounts of fuel being used.

Mr. Simon informed the Board that Metro continues to have COVID meetings approximately 2-3 times per week. Metro has been fortunate to have had only one identified infection that was transmitted away from the facility. The employee has fully recovered.

Discussion was had.

Agenda Item #12: Executive Session

Mr. Lund entertained a motion to enter into Executive Session at 9:06 a.m.

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Motion by Mr. Meadows; Second by Mr. Lawse

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Briefing for Board and Executive Director by Lauren Cencic

Mr. Lund entertained a motion to return to Regular Session at 10:28 a.m.

Motion by Mr. Lawse; Second by Ms. Haase.

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Agenda Item #13: Date, Time and Place of Next Board Meeting

Thursday, August 27, 2020, at 8:30 a.m. at Metro Transit Authority’s Administrative Building.

Agenda Item #14: Adjournment

There being no further business to come before the Board, a motion was entertained to adjourn the meeting at 10:28 a.m.

Motion by Ms. Haase; Second by Mr. Lawse.

ROLL CALL:

UNANIMOUS; MOTION CARRIES.

Mr. Jay Lund – Chair

Recording Secretary