

# GREAT FALLS TRANSIT DISTRICT BOARD MEETING MINUTES

**February 27, 2013**

## **1. CALL TO ORDER**

The Great Falls Transit District Board meeting was called to order at 7:00 p.m., February 27, 2013, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

## **2 ROLL CALL AND ATTENDANCE**

### **Members Present:**

Carl Donovan, Chairman  
Ann Marie Meade, Vice Chair  
Marion Smith  
Ken Johnson  
Laurel Gebo

### **Others Present:**

Jim Helgeson, General Manager  
Sylvester Barros, Operations Manager  
Nadine Hanning, Finance Manager  
Cathy Bresson, Administrative Asst.

## **3. ADDITIONS TO AGENDA**

## **4. MINUTES FOR JANUARY 23, 2013 MEETING**

- Carl Donovan, Board Chair, asked for any corrections to the minutes of the January 23, 2013 Board meeting. No changes were noted. Minutes stand as approved.

## **5. MANAGER'S REPORTS**

### **a. Summary of System Status:**

- On March 11, 2013, Sylvester Barros will travel to Hayward, CA for the building of four new buses. This will be the last four buses we have financing for.

### **b. Performance Indicators**

### **c. Ridership Reports**

### **d. Financial Reports**

- Nadine Hanning presented the reports.

## **6. CHECK REGISTER**

The January 17, 2013 through February 22, 2013 check register was presented for approval. Carl Donovan, Board Chair, called for a motion to approve. Ann Marie Meade moved/ Laurel Gebo seconded. Motion passed.

## **7. COMMITTEE REPORTS**

### **a. Technical Advisory Committee of the MPO (TAC)**

- No report

### **b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization.**

- No report

**c. Great Falls TAC**

- Two sets of minutes are attached to the Board Packet. One for 12/06/12 and one for 2/07/13.

**d. ADA Advisory Committee**

- No report. Next meeting will be held March 7<sup>th</sup> at 1:15 p.m. at the Transfer Center.

**8. UNFINISHED BUSINESS**

a.

**9. NEW BUSINESS**

a. GFTAC Vehicle Procurement: As per MDOT policy, the Board of the lead agency (GFTD) must approve the actions by the GFTAC regarding 5310 vehicle procurements.

A motion to approve the GFTAC recommendation to award:

1. QLC – one ADA body on chassis cut away 12 passenger bus with six mobility device stations.

2. AWARE – one 12 passenger extended van.

3. Any remaining funds will be used for one 12 passenger van for QLC.

was presented to the Board. Marion Smith moved/Ken Johnson seconded.

The motion was approved.

b. GFTAC Coordination Plan: As per MDOT policy, the Board of the lead agency (GFTD) must approve the GFTAC Coordination Plan on a yearly basis. The GFTAC has reviewed the plan and has made no changes to the plan the Board approved last year.

A motion to approve the GFTAC Coordination Plan was presented to the Board.

Mr. Ken Johnson moved/Ms. Marion Smith seconded. The motion passed.

**10. PUBLIC COMMENTS**

Tim Braulick asked the Board with the sequestration going into effect if they had plans for the future of Great Falls Transit's spending. Mr. Carl Donovan replied the GFTD's budget is reviewed every year. Management and the Board are always looking for ways to save money. A discussion with Mr. Braulick, Jim Helgeson, General Manager, and the Board then took place.

**11. DATE OF NEXT BOARD MEETING**

Work Session – Monday, March 25, 2013 at 7:00 p.m.

Board Meeting – Wednesday, March 27, 2013 at 7:00 p.m.

**12. ADJOURNMENT**

Adjourned at 7:22 p.m.

**ATTEST:**

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Carl J. Donovan, Chairman