



AGENDA

Meeting of the Connect Transit Board of Trustees

December 5, 2019

4:30 P.M.

**Connect Transit Board Room
351 Wylie Drive, Normal, Illinois 61761**

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Consent Agenda
 - 1. Approval of Minutes of October 22, 2019 Board Meeting
 - 2. Disbursements for the month of October 2019
 - 3. Monthly Statistical Report for October 2019
 - 4. Cardinal Infrastructure Federal Report
- E. New Business
 - 1. Recommendation for ReMix Software Contract Renewal
 - 2. Recommendation to Delay Fare Increase
 - 3. Recommendation for Illinois State University Universal Access Agreement Extension
 - 4. Approval of Vice-Chairman Whitehouse Travel Expenses (Roll Call Vote)
- F. General Manager's Report
 - 1. Better Bus Stop Campaign
 - 2. Board Meeting Schedule 2020
- G. Trustee's Comments
- H. Executive Session
 - ILCA 120/2(21) Review of Closed Session Minutes
 - ILCS 120/2 (c) (1) – Personnel Matters
- I. Adjournment



October 2019

Financial and Statistical Reports



Connect Transit Cash Disbursement Report October 2019

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00050962	11-Oct-19	\$163.90	Payroll Deduction
ABC Bus Companies	00051003	18-Oct-19	\$1,156.83	Bus Parts
ABC Bus Companies	00051021	25-Oct-19	\$966.40	Bus Parts
Advance Auto Parts	00050940	04-Oct-19	\$160.60	Maintenance Supplies
Advance Auto Parts	00050963	11-Oct-19	\$4.89	Maintenance Supplies
Advance Auto Parts	00051022	25-Oct-19	\$316.97	Maintenance Supplies
Airgas USA, LLC	00051023	25-Oct-19	\$152.80	Welding Supplies
Amalgamated Transit Union Local 752	00050964	11-Oct-19	\$6,450.30	Payroll Deduction
Amalgamated Transit Union Local 752	00051024	25-Oct-19	\$100.00	Payroll Deduction
Amazon Capital Service	00050941	04-Oct-19	\$45.00	Office Supplies
Amazon Capital Service	00051004	18-Oct-19	\$683.73	Office Supplies
Amazon Capital Service	00051025	25-Oct-19	\$43.79	Office Supplies
Aramark Uniform Services	00050965	11-Oct-19	\$502.24	Cleaning Uniforms & Rugs
Aramark Uniform Services	00051026	25-Oct-19	\$223.12	Cleaning Uniforms & Rugs
Assurance Agency, Ltd.	00051005	18-Oct-19	\$3,846.38	Insurance - W/C
Avail Technologies	00051006	18-Oct-19	\$1,405.00	Software & Tech Support
Bauman Trailer Sales & Towing, Inc	00051007	18-Oct-19	\$2,155.00	Utility Trailer
Birkey's Farm Store, Inc	00050966	11-Oct-19	\$1,201.92	Bus Parts
Birkey's Farm Store, Inc	00051027	25-Oct-19	\$817.92	Bus Parts
Blue Cross and Blue Shield of Illinois	00050942	04-Oct-19	\$117,681.66	Insurance
Brink's Incorporated	00051028	25-Oct-19	\$216.81	Consulting
Central Illinois Trucks Inc.	00050943	04-Oct-19	\$787.11	Bus Parts
Central Illinois Trucks Inc.	00050967	11-Oct-19	\$2,144.92	Bus Parts
Central Illinois Trucks Inc.	00051008	18-Oct-19	\$378.78	Bus Parts
Central Illinois Trucks Inc.	00051029	25-Oct-19	\$1,484.74	Bus Parts
Central States Bus Sales, Inc	00050968	11-Oct-19	\$47.64	Bus Parts
Central States Bus Sales, Inc	00051009	18-Oct-19	\$344.33	Bus Parts
Charles Boyd	00051010	18-Oct-19	\$50.00	Uniform Reimbursement
Charles Boyd	00051030	25-Oct-19	\$44.98	Uniform Reimbursement
CIRBN, LLC	00051031	25-Oct-19	\$347.84	Internet
City of Bloomington	00051011	18-Oct-19	\$122.85	Utilities
Clark Baird Smith, LLP	00051032	25-Oct-19	\$510.00	Legal Service
CliftonLarsonAllen LLP	00050969	11-Oct-19	\$5,000.00	Audit Services
Commerce Bank HSA	00051033	25-Oct-19	\$1,556.00	Health Savings Accounts
Corn Belt Energy Corp.	00051034	25-Oct-19	\$3,856.98	Utilities
Cornerstone Government Affairs	00051035	25-Oct-19	\$3,333.33	Consulting
Cummins Crosspoint	00050944	04-Oct-19	\$15.66	Bus Parts
Cummins Crosspoint	00050970	11-Oct-19	\$275.00	Bus Parts
Cummins Crosspoint	00051012	18-Oct-19	\$1,595.92	Bus Parts
Cummins Crosspoint	00051036	25-Oct-19	\$575.59	Bus Parts
Cumulus Media	00051013	18-Oct-19	\$650.00	Radio Advertising
Dish Network	00051037	25-Oct-19	\$102.03	Television Service
Don Owen Tire Service, Inc.	00050971	11-Oct-19	\$219.80	Bus Parts
Don Owen Tire Service, Inc.	00051014	18-Oct-19	\$66.38	Bus Parts
DON SMITH PAINT COMPANY	00050945	04-Oct-19	\$59.11	Building Maintenance
DON SMITH PAINT COMPANY	00051038	25-Oct-19	\$55.46	Building Maintenance
Engraving Express	00050946	04-Oct-19	\$263.40	Maps, Schedules and Printed Materials
Evergreen FS	00050947	04-Oct-19	\$13,092.00	Fuel
Evergreen FS	00050972	11-Oct-19	\$24,111.39	Fuel
Evergreen FS	00051015	18-Oct-19	\$11,126.02	Fuel
Evergreen FS	00051039	25-Oct-19	\$667.53	Fuel



Connect Transit Cash Disbursement Report October 2019

Name	Check Number	Date	Amount	Description
Fastenal Company	00050973	11-Oct-19	\$225.73	Bus Parts
Fastenal Company	00051040	25-Oct-19	\$122.10	Bus Parts
Fasteners Etc.	00051016	18-Oct-19	\$785.03	Maintenance Supplies
Fasteners Etc.	00051041	25-Oct-19	\$369.69	Maintenance Supplies
Frontier	00051017	18-Oct-19	\$898.85	Telephone
Gary Bachman	00051042	25-Oct-19	\$75.99	Uniform Reimbursement
Genfare	00051043	25-Oct-19	\$34.12	Software and Hardware
Gillig LLC	00050974	11-Oct-19	\$191.28	Bus Parts
Gillig LLC	00051044	25-Oct-19	\$679.72	Bus Parts
Great Plains Media	00050975	11-Oct-19	\$490.00	Radio Advertising
Heritage Machine & Welding, Inc.	00051045	25-Oct-19	\$151.77	Bus Parts
ICMA Retirement 457 Trust	ACH	10-Oct-19	\$29,099.48	Payroll Deduction
ICMA Retirement 457 Trust	ACH	25-Oct-19	\$29,628.00	Payroll Deduction
Illini Fire Equipment	00050948	04-Oct-19	\$803.50	Alarm System Service
Illinois Department of Revenue	00050976	11-Oct-19	\$12,634.70	Payroll Deduction
Illinois Department of Revenue	00051046	25-Oct-19	\$12,485.46	Payroll Deduction
Illinois Departmet of Revenuc	ACH	25-Oct-19	1165.32	Unemployment Tax
Illinois State Disbursement Unit	00050977	11-Oct-19	\$707.79	Payroll Deduction
Illinois State Disbursement Unit	00051047	25-Oct-19	\$739.65	Payroll Deduction
Indiana State Collection Unit (INSCCU)	00050978	11-Oct-19	\$70.00	Payroll Deduction
Indiana State Collection Unit (INSCCU)	00051048	25-Oct-19	\$70.00	Payroll Deduction
John A Jones	00050979	11-Oct-19	\$250.00	Outside Repair - A/C Repair Bus 1102
Kashia d/b/a Inbox Loan	00050980	11-Oct-19	\$65.00	Payroll Deduction
Kashia d/b/a Inbox Loan	00051049	25-Oct-19	\$65.00	Payroll Deduction
Ken Koester	00050981	11-Oct-19	\$95.10	Uniform Reimbursement
Ken's Oil Service, Inc	00050949	04-Oct-19	\$1,928.67	Oil, Antifreeze
Ken's Oil Service, Inc	00050982	11-Oct-19	\$2,315.97	Oil, Antifreeze
Ken's Oil Service, Inc	00051050	25-Oct-19	\$13,325.00	Oil, Antifreeze
Kirby Risk Corporation	00051051	25-Oct-19	\$17.92	Bus Parts
Lewis, Yockey & Brown, Inc	00050950	04-Oct-19	\$19,700.50	Bus Shelters - Site Plan Design
LIFTS & MORE LLC	00050983	11-Oct-19	\$1,566.68	Garage Equipment Repair
Marsha L Combs-Skinner	00050984	11-Oct-19	\$73.85	Payroll Deduction - Garnishment
Marsha L Combs-Skinner	00051052	25-Oct-19	\$1,273.85	Payroll Deduction - Garnishment
McLean-Dewitt Regional Vocational System	00051053	25-Oct-19	\$50.00	Advertising- Promotions
Michelin North America, Inc	00050985	11-Oct-19	\$4,422.11	Tires
Midwest Transit Equipment, Inc.	00051018	18-Oct-19	\$200.00	Bus Parts
Miller Janitor Supply	00050986	11-Oct-19	\$247.86	Maintenance Supplies
Minerva Promotions	00050951	04-Oct-19	\$772.00	Uniforms
Morris Avenue Garage	00050987	11-Oct-19	\$56.00	Vehicle Inspection
Morris Avenue Garage	00051054	25-Oct-19	\$112.00	Vehicle Inspection
Motion Industries, Inc.	00050988	11-Oct-19	\$85.89	Bus Parts
Napa Auto Parts	00051055	25-Oct-19	\$53.85	Bus Parts
Neuhoff Media	00050989	11-Oct-19	\$1,648.00	Advertising
Oberlander Alarm Systems, Inc.	00051056	25-Oct-19	\$208.00	Security Alarm Service Fee
Orkin Pest Control	00050990	11-Oct-19	\$566.41	Pest Control
OSF Occupational Health	00050991	11-Oct-19	\$598.50	Drug Testing
Payroll	ACH	10-Oct-19	\$196,430.32	
Payroll	ACH	24-Oct-19	\$199,528.87	
Personal Finance Company LLC	00050992	11-Oct-19	\$80.00	Payroll Deduction
Personal Finance Company LLC	00051057	25-Oct-19	\$80.00	Payroll Deduction
Prairie Signs	00050993	11-Oct-19	\$600.00	Graphics
Prairie Signs	00051019	18-Oct-19	\$734.00	Window Decals



Connect Transit Cash Disbursement Report October 2019

Name	Check Number	Date	Amount	Description
Prairie Signs	00051058	25-Oct-19	\$127.72	Maps, Scheduled and Printed Materials
Premier Print Group	00051059	25-Oct-19	\$2,681.00	Printing - Rider Guides
Republic Services # 368	00050952	04-Oct-19	\$155.96	Garbage Disposal
Safety-Kleen Systems, Inc	00051020	18-Oct-19	\$819.08	Materials & Supplies
Sam Leman	00050953	04-Oct-19	\$90.44	Outside Repair
Sam Leman	00050994	11-Oct-19	\$90.00	Outside Repair
SFC of Illinois, LLC	00051060	25-Oct-19	\$359.88	Payroll Deduction - Garnishment
Shive-Hattery, Inc.	00050995	11-Oct-19	\$1,200.00	Arch/Engineering - Showers-Locker Room
Southtown Wrecker Service, Inc.,	00050996	11-Oct-19	\$95.00	Towing
Southtown Wrecker Service, Inc.,	00051061	25-Oct-19	\$422.50	Towing
Stark Excavating, INC.	00050954	04-Oct-19	\$13,900.00	Concrete - Walmart
Sunbelt Rentals	00050955	04-Oct-19	\$58.50	Machine Rentals
Sunbelt Rentals	00051062	25-Oct-19	\$48.15	Machine Rentals
The Aftermarket Parts Company LLC	00050956	04-Oct-19	\$420.04	Bus Parts
The Aftermarket Parts Company LLC	00050997	11-Oct-19	\$956.20	Bus Parts
The Aftermarket Parts Company LLC	00051063	25-Oct-19	\$1,053.53	Bus Parts
Thermo King Quad Cities, Inc.	00050998	11-Oct-19	\$435.77	Bus Parts
Tonto Apache d/b/a Comet Loans	00050999	11-Oct-19	\$55.00	Payroll Deduction
Tonto Apache d/b/a Comet Loans	00051064	25-Oct-19	\$55.00	Payroll Deduction
Town of Normal	00050957	04-Oct-19	\$381.80	Utilites
Travelers	00051000	11-Oct-19	\$18,343.62	Property Damage
Uline	00051001	11-Oct-19	\$47.67	Office Supplies
Uline	00051065	25-Oct-19	\$333.25	Office Supplies
United States Treasury	00051066	25-Oct-19	\$8.12	Federal Tax Payment
United States Treasury	ACH	01-Oct-19	\$70,410.88	Federal Tax Payment
United States Treasury	ACH	15-Oct-19	\$70,071.52	Federal Tax Payment
United States Treasury	ACH	02-Oct-19	\$69,606.13	Federal Tax Payment
Urban Transportation Associates, INC.	00051067	25-Oct-19	\$5,700.00	APC - Annual Maintenance & Support
USSC Group	00050958	04-Oct-19	\$759.71	Bus Parts
Veritech, Inc	00051002	11-Oct-19	\$880.00	Coolant Level Sensors
Verizon Wireless	00050959	04-Oct-19	\$1,793.59	Mobile Data Terminals for SS
Visa - Commerce Bank	00050960	04-Oct-19	\$1,484.92	Equipment, Tools & Other
Visa - Commerce Bank	00050960	04-Oct-19	\$55.90	Legal
Visa - Commerce Bank	00050960	04-Oct-19	\$8.00	Support Vehicles
Visa - Commerce Bank	00050960	04-Oct-19	\$50.00	Advertising- Employment
Visa - Commerce Bank	00050960	04-Oct-19	\$165.35	Materials & Supplies
Visa - Commerce Bank	00050960	04-Oct-19	\$68.40	Bus Shelters, Benches & Signs
Visa - Commerce Bank	00050960	04-Oct-19	\$230.05	Office Supplies
Visa - Commerce Bank	00050960	04-Oct-19	\$319.96	Software Licensing
Visa - Commerce Bank	00050960	04-Oct-19	\$1,224.04	Trustee's Expense
Visa - Commerce Bank	00050960	04-Oct-19	\$5,777.60	Travel & Meetings
Visa - Commerce Bank	00050960	04-Oct-19	\$39.90	Advertising- Promotions
Visa - Commerce Bank	00050960	04-Oct-19	\$160.00	Printed Materials
Visa - Commerce Bank	00050960	04-Oct-19	\$220.24	Safety & Training
Vision Service Plan (IL)	00050961	04-Oct-19	\$922.62	Vision Insurance
Vision Service Plan (IL)	00051068	25-Oct-19	\$948.92	Vision Insurance
Watts Copy Systems, Inc	00051069	25-Oct-19	\$827.24	Lease
WGLT	00051070	25-Oct-19	\$600.00	Radio Advertising
Zeller Electric	00051071	25-Oct-19	\$2,210.00	Building Maintenance
ZF SERVICES, LLC	00051072	25-Oct-19	\$5.68	Bus Parts

Grand Total \$1,026,438.46

Bloomington Normal Public Transit Balance Sheet

Division: 99 Board Reports

As of: 10/31/2019

Fiscal Year: 2020 Period: 4 Oct-2019

Assets

Current Assets

Checking and Savings	\$7,520,489.93
Accounts Receivable	\$217,322.74
Inventory Asset - Fuel	\$48,208.76
Inventory Asset - Parts	\$184,921.00
Inventory Asset - Tires	\$0.00
Other Current Assets	\$344,775.50

Total Current Assets \$8,315,717.93

Fixed Assets \$20,279,317.78

Total Assets \$28,595,035.71

Liabilities & Equity

Liabilities

Accounts Payable	\$369,181.24
Payroll Liabilities	\$1,179,145.18
Contracts	\$0.00
Due to Illinois Funds Account	\$0.00
Deferred Revenue	\$148,952.83
Deficit Funding Advance	\$0.00

Total Liabilities \$1,697,279.25

EQUITY

Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00

Total Equity \$19,253,945.39

Retained Earnings \$7,643,811.07

Total Liabilities & Equity \$28,595,035.71

Bloomington Normal Public Transit Income Statement With Approved Budget

From Fiscal Year: 2020	From Period 4	Division: 98 Operating Profit/Loss	As of: 10/31/2019	
Thru Fiscal Year: 2020	Thru Period 4		Jul-2019	Approved Budget
			Oct-2019	
Operating Revenue				
Passenger Fares	\$58,412.90	7.45%	\$242,670.10	\$784,000.00
ISU Contract Fare	\$46,325.00	8.29%	\$185,300.00	\$559,000.00
Other Contract Fares	\$14,532.78	10.31%	\$46,198.82	\$141,000.00
Advertising Revenue	\$12,169.66	8.11%	\$36,581.74	\$150,000.00
Miscellaneous Revenue	\$2,754.04	91.80%	\$10,504.43	\$3,000.00
Total Operating Revenue	\$134,194.38	8.20%	\$521,255.09	\$1,637,000.00
Operating Expenses				
Operators Wages	\$473,987.65	8.21%	\$1,965,669.91	\$5,772,000.00
Maintenance Wages	\$78,980.48	7.05%	\$310,090.88	\$1,120,000.00
Administration Wages	\$78,406.11	7.69%	\$327,575.13	\$1,019,000.00
Employer Payroll Tax Expense	\$47,654.35	7.35%	\$197,714.23	\$648,000.00
Retirement Plan	\$26,276.69	6.88%	\$110,627.36	\$382,000.00
Group Insurance	\$123,315.26	7.02%	\$481,057.44	\$1,756,000.00
Uniform Expense	\$1,570.63	4.24%	\$6,959.96	\$37,000.00
Professional Services	\$21,474.24	6.93%	\$71,079.73	\$310,000.00
Outside Repair-Labor	\$3,565.59	5.17%	\$11,031.18	\$69,000.00
Contract Maintenance Services	\$13,101.32	11.91%	\$31,717.91	\$110,000.00
Custodial Services	\$561.46	3.51%	\$4,219.07	\$16,000.00
Employee Recruiting/Testing/Temp Help	\$485.83	3.04%	\$3,005.86	\$16,000.00
Fuel	\$69,645.72	6.70%	\$274,474.57	\$1,039,000.00
Lubricants	\$2,514.37	5.71%	\$8,367.04	\$44,000.00
Tires	\$4,372.87	4.86%	\$21,443.09	\$90,000.00
Bus Repair Parts	\$26,979.14	15.78%	\$69,146.36	\$171,000.00
Other Materials & Supplies	\$7,069.05	17.37%	\$15,427.92	\$40,700.00
Shelters/Signs/Shop Tools	\$984.68	9.85%	\$4,897.27	\$10,000.00
Computer and Office Supplies	\$8,692.52	4.37%	\$29,357.03	\$199,000.00
Utilities	\$6,413.50	4.61%	\$29,349.82	\$139,000.00
Corporate Insurance	\$34,711.44	8.68%	\$129,074.31	\$400,000.00
Dues/Subscriptions/Fees	\$280.00	0.54%	\$22,587.00	\$52,000.00
Printing/Marketing/Training	\$25,220.30	9.07%	\$65,115.48	\$278,000.00
Total Operating Expenses	\$1,056,263.20	7.70%	\$4,189,988.55	\$13,717,700.00
Operating Assistance				
Operating Deficit Before Subsidies and Grants	(\$922,068.82)	7.63%	(\$3,668,733.46)	(\$12,080,700.00)
City of Bloomington Operating Assistance	\$50,833.33	8.33%	\$203,333.32	\$610,000.00
Town of Normal Operating Assistance	\$32,500.00	8.33%	\$130,000.00	\$390,000.00
Illinois Downstate Operating Assistance	\$680,504.00	7.71%	\$2,697,806.00	\$8,830,000.00
FTA 5307 Operating Assistance	\$146,868.00	6.93%	\$592,877.00	\$2,118,000.00
Total Operating Assistance	\$910,705.33	7.62%	\$3,624,016.32	\$11,948,000.00



Statistics	Oct 19				Oct 18				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green	28,914	8,764	893	32.40	28,318	9,099	890	31.82	2.1%	-3.7%	0.3%	1.8%
Red	32,374	15,656	1,428	22.67	34,774	15,353	1,428	24.35	-6.9%	2.0%	0.0%	-6.9%
Lime	29,176	18,200	1,470	19.85	33,887	18,065	1,470	23.05	-13.9%	0.7%	0.0%	-13.9%
Aqua	8,024	2,981	210	38.24	8,841	2,982	210	209.83	-9.2%	0.0%	0.0%	-81.8%
Orange	4,755	5,353	394	12.07	5,586	5,201	394	394.00	-14.9%	2.9%	0.0%	-96.9%
Gold	5,832	4,983	421	13.85	6,714	5,126	421	421.00	-13.1%	-2.8%	0.0%	-96.7%
Purple	13,287	11,643	798	16.65	12,842	11,659	798	798.00	3.5%	-0.1%	0.0%	-97.9%
Blue	5,354	4,678	409	13.08	5,472	4,822	409	409.33	-2.2%	-3.0%	0.0%	-96.8%
Brown	5,260	4,292	374	14.06	5,329	4,292	374	374.17	-1.3%	0.0%	0.0%	-96.2%
Tan	5,923	6,290	510	11.62	6,336	6,290	510	509.83	-6.5%	0.0%	0.0%	-97.7%
Pink	11,540	5,104	402	28.71	7,746	4,599	402	402.00	49.0%	11.0%	0.0%	-92.9%
Yellow	20,206	9,092	634	31.87	22,198	9,063	632	632.00	-9.0%	0.3%	0.3%	-95.0%
Olive	-	-	-		4,296	4,539	449	449.00	-100.0%	-100.0%	-100.0%	
Redbird	77,408	8,603	787	98.39	74,272	8,163	752	752.25	4.2%	5.4%	4.6%	-86.9%
Silver	7,762	7,761	612	12.68	8,059	7,795	612	13.17	-3.7%	-0.4%	0.0%	-3.7%
Eastview	-	-	-									
Red Express	2,875	2,364	184	15.63								
Lime Express	2,829	2,260	161	17.57								
Total Fixed Route	261,519	118,026	9,686	27.00	264,670	117,048	9,751	27.14	-1.2%	0.8%	-0.7%	-0.5%
Demand Response												
Connect Mobility	8,041	35,793	2,935	2.74	8,540	35,396	2,807	3.04	-5.8%	1.1%	4.6%	-9.9%
Total Demand Response	8,041	35,793	2,935	2.74	8,540	35,396	2,807	3.04	-5.8%	1.1%	4.6%	-9.9%
SYSTEM TOTALS	269,560	153,819	12,621	21.36	273,210	152,444	12,558	21.76	-1.3%	0.9%	0.5%	-1.8%



Statistics	YTD 20				YTD 19				% Change				
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	
Connect Transit													
Green	107,067	33,000	3,361	31.86	98,433	32,476	3,263	30.17	8.8%	1.6%	3.0%	5.6%	
Red	123,796	59,931	5,553	22.29	124,344	58,249	5,418	22.95	-0.4%	2.9%	2.5%	-2.9%	
Lime	113,706	70,847	5,715	19.90	125,597	68,444	5,579	22.51	-9.5%	3.5%	2.4%	-11.6%	
Aqua	30,003	11,409	811	36.99	35,058	11,394	808	43.40	-14.4%	0.1%	0.4%	-14.8%	
Orange	18,537	20,158	1,524	12.16	20,189	19,976	1,518	13.30	-8.2%	0.9%	0.4%	-8.5%	
Gold	22,771	19,513	1,628	13.99	26,832	19,757	1,625	16.51	-15.1%	-1.2%	0.2%	-15.3%	
Purple	50,361	45,328	3,083	16.33	51,843	44,843	3,071	16.88	-2.9%	1.1%	0.4%	-3.3%	
Blue	22,493	18,078	1,582	14.22	19,615	18,303	1,576	12.45	14.7%	-1.2%	0.4%	14.2%	
Brown	20,502	16,701	1,456	14.08	21,108	18,459	1,609	13.12	-2.9%	-9.5%	-9.5%	7.4%	
Tan	21,873	24,412	1,979	11.05	23,740	27,804	2,253	10.54	-7.9%	-12.2%	-12.2%	4.9%	
Pink	42,955	19,766	1,558	27.57	28,314	17,718	1,550	18.27	51.7%	11.6%	0.5%	50.9%	
Yellow	64,285	30,587	2,133	30.14	68,193	30,458	2,125	32.09	-5.7%	0.4%	0.4%	-6.1%	
Olive	-	-	-		16,975	17,632	1,744	9.73	-100.0%	-100.0%	-100.0%		
Redbird	162,864	20,451	1,885	86.39	178,589	19,435	1,802	99.13	-8.8%	5.2%	4.6%	-12.9%	
Silver	30,423	29,512	2,365	12.87	32,397	29,875	2,355	13.76	-6.1%	-1.2%	0.4%	-6.5%	
Eastview	-	-	-		216	501	48	4.50	-100.0%	-100.0%	-100.0%		
Red Express	10,511	8,928	696	15.10	-	-	-						
Lime Express	10,361	8,550	609	17.01	-	-	-						
Total Fixed Route	852,508	437,170	35,937	23.72	871,443	435,321	36,342	23.98	-2.2%	0.4%	-1.1%	-1.1%	
Demand Response													
Connect Mobility	29,295	128,892	10,869	2.70	30,888	129,155	10,545	2.93	-5.2%	-0.2%	3.1%	-8.0%	
Total Demand Response	29,295	128,892	10,869	2.70	30,888	129,155	10,545	2.93	-5.2%	-0.2%	3.1%	-8.0%	
SYSTEM TOTALS	881,803	566,062	46,806	18.84	902,331	564,476	46,887	19.24	-2.3%	0.3%	-0.2%	-2.1%	

**Federal Update for Connect Transit
Prepared by Cardinal Infrastructure
December 5, 2019 Board Meeting**

Appropriations

Congress passed a second continuing resolution (CR) on November 21st, the end of the first CR, to keep the government funded through December 20th. The CR included an amendment that repeals the \$7.6 billion rescission in unobligated budget authority currently scheduled to go into effect in July 2020. This would essentially be a 12% cut to transit formula programs. The amendment, which passed 82-11, was introduced by Senator Jones (D-AL) and Senator McSally (R-AZ).

Before Thanksgiving recess, appropriators decided on how to divide funding among the 12 appropriation bills, but now they'll need to determine how to distribute the money among the various agencies and programs. There is some doubt that all 12 spending bills can pass on time, leading to speculation about which bills can be approved this year and which departments will have to operate on another continuing resolution running into early next year. The concerns are mostly with respect to Homeland Security and Military Construction-VA, along with Labor-HHS-Education.

According to Congressional Quarterly, due to the House levels used by appropriators, the House needed to "cut about \$15 billion in spending from [non-defense] accounts and increase defense discretionary spending...by \$5 billion." This is being accomplished in conference. Even with cuts to the Transportation-HUD bill, it will still produce funding levels at or, in many cases, above FAST Act levels.

Buses and Bus Facilities

Connect Transit was awarded \$500,000 from the Buses and Bus Facilities grant program to improve bus stops by adding shelters and benches as well as infrastructure that complies with the Americans with Disabilities Act. A total of \$423 million in grants were awarded to a total of 94 projects in 42 states. This year the Federal Transit Administration (FTA) received applications for 318 eligible projects totaling approximately \$1.9 billion in funding requests, from a total of 270 applicants.

Mobility for All Grant

The U.S. Department of Transportation released a notice of funding opportunity (NOFO) for \$3.5 million in the Mobility for All grant program. The NOFO provides, "This funding opportunity seeks to improve mobility options through employing innovative coordination of transportation strategies and building partnerships to enhance mobility and access to vital community services for older adults, individuals with disabilities, and people of low income." Applications must be submitted by Monday, January 6, 2020.

The goals of this pilot program are to:

- Increase access to funding sources that can fund transportation;
- Fill gaps in service and reduce duplication; and
- Provide more efficient service to underserved populations in rural and small urban areas.

The NOFO states that "successful applicants will demonstrate progress towards implementing single same-day, door-to-door service to improve mobility in their community, and increasing efficiency by using the same vehicles to transport passengers whose trips are funded via different Federal programs."

BUILD Grant

Secretary Chao joined Governor DeSantis in Florida to announce the \$900 million in Better Utilizing Investments to Leverage Development (BUILD) grants awarded to 55 projects in 35 states. Florida received the most BUILD funding, with grants totaling \$62.4 million.

The 2019 BUILD grant award breakdown, according to Eno Transportation, is as follows: 10% to transit (\$84.6 million), 2% to aviation (\$18.7 million), 15% to maritime (\$128.5 million), 5% to rail (\$48.3 million), and 68% to road projects (\$603.3 million).

In her remarks, Secretary Chao said, "Let me note that the U.S. Department of Transportation is placing special emphasis on working with rural communities around the country to promote safety, innovation, and economic competitiveness." Secretary Chao also said, "These investments are especially timely because—thanks to this Administration's pro-growth policies—our country's economy is booming. The unemployment rate across the country is at a 50-year low. Wages are rising...and GDP continues to grow at a healthy rate."

USDOT Technology Council

The U.S. Department of Transportation is seeking comments on "projects, issues, or topics that DOT should consider through the [Non-Traditional and Emerging Transportation Technology (NETT) Council], including regulatory models and other alternative approaches for non-traditional and emerging transportation technologies." Comments are due by January 10, 2020. Questions in the notice to prompt responses include, but are not limited to:

1. Are there existing Federal transportation laws or regulations that inhibit innovation by creating barriers to testing, certifying or verifying compliance, or operating non-traditional and emerging transportation technologies?
2. How can Federal policies, regulations, or legislation be used to foster mobility service providers, remove barriers to new non-traditional and emerging transport operations, or promote safe, efficient, environmentally sound and user-friendly mobility systems?
3. What standards or code of conduct are relevant to ensuring a balance between supporting innovation and ensuring the safety of transportation infrastructure and the traveling public?

APTA Project Management Oversight Comments

APTA submitted comments to the Federal Transit Administration's notice of proposed rulemaking regarding Project Management Oversight (PMO). APTA requested that FTA raise the capital project cost threshold from \$100 million to \$500 million, in line with the Federal Highway Administration (FHWA), and above FTA's proposal to increase it to \$300 million. APTA stated: "It is appropriate and necessary to have a "OneDOT" approach to oversight by having a consistent oversight threshold for FTA and FHWA."

APTA also noted concerns over project sponsors participation in the PMO decision-making process, supporting greater inclusion by project sponsors. The comments also include a discussion of scalability in the PMO rulemaking basing oversight on the experience level of the project sponsors. The comment also includes recommendations on definitions, saying, "APTA members believe it is important to maintain "full funding agreement" definition or moving to the term "construction grant agreement" because it represents the enforcement vehicle through which the FTA and project sponsor agree to construct a project and covers a broader scope of capital projects.

Infrastructure Debate

Members of the Association of Equipment Manufacturers, the International Union of Operating Engineers, the Transportation Workers Union, the American Society of Civil Engineers, the American Public Transportation Association, the Value of Water Campaign and the American Road and Transportation Builders Association will host a forum for presidential candidates to discuss infrastructure issues in Las Vegas over Presidents Day weekend, February 15-17.

Heritage Foundation reauthorization priorities

The Heritage Foundation has released a report on, "Improving Surface Transportation Through Federalism" (attached). Using history as our guide, many of these principles and recommendations could find themselves in the President's 2021 Budget Request to Congress; though, as you're likely aware, the vast majority of the President's budget request is largely dismissed by Congress.

Specific policy changes include:

- Eliminating funding for diversions from the highway trust fund (HTF).
- Winding down the Surface Transportation Block Grant Program.
- Ending HTF eligibility for new highways.
- Shifting HTF spending from a capital spending bias towards a focus on maintenance costs.
- Reducing remaining HTF budget authority and the federal gas tax over time, such that the HTF has sustained balance.
- Cutting federal red tape on HTF projects.

The following statements are also included in the report:

- Devolving power back to state and local governments would improve the speed and value of surface transportation spending, enhance policy flexibility, and improve transparency and accountability for the public.
- An increasing use of resources from federal taxpayers toward purely local projects has damaged the functioning of all levels of government.
- Federal taxpayers should not pay for states and cities to switch away from diesel-fueled buses, trucks, and boats—nor should they pay for installing alternative fuel infrastructure.

Bus Automation

The Federal Transit Administration released and held a webinar on its Transit Bus Automation Market Assessment report. Findings from the report include, but are not limited to:

- Media coverage related to new transit bus automation products or capabilities is often ahead of actual technology development.
- Technology costs are unknown at this point.
- Current automation technology for other vehicle types addresses use cases that may have limited applicability for transit service.
- Bringing automation technology into buses is difficult due to the relatively low volumes and high level of customization in the current domestic bus market, as well as a perceived lack of interest from transit agency customers.
- There is a high degree of uncertainty regarding other issues, including pedestrian and occupant behavior and safety, insurance and liability, operator acceptance, and new service models; there are additional needs in the areas of communication and education.

- Industry representatives noted that demonstration and pilot programs are essential to making technological progress and answering questions on the feasibility of automation systems for transit buses.

Personnel

Anthony Bedell has left USDOT to become a lobbyist for the Becker law firm; he served as Deputy Assistant Secretary for Congressional Affairs. Anne Reinke, previously serving as a Deputy Assistant Secretary for Intergovernmental Affairs, will now serve as Deputy Assistant Secretary for Congressional Affairs. Sean Poole will be taking on Reinke's portfolio as Director of Intergovernmental Affairs.

Finch Fulton has been appointed to serve as USDOT's Assistant Secretary for Transportation Policy. Fulton initially serviced as Special Advisor to the Secretary and then as Deputy Assistant Secretary for Transportation Policy.



MEMO

DATE: December 3, 2019

TO: Board of Trustees

FROM: Martin Glaze, Chief Operating Officer

Subject: Remix Software Contract Extension

RECOMMENDATION: That the contract with Remix be renewed by the Board of Trustees for 3-years starting January 1, 2020 – December 31, 2022.

BACKGROUND: Remix software is used by staff to plan routes and establish daily work schedules for operators.

DISCUSSION: Connect Transit has used Remix for planning and scheduling since January 2016. The planning feature allows for routes to be quickly sketched, adjusted and shared. It uses public data to estimate travel times, demographic impact and cost estimates. The software allows for easy integration within third party applications and provides sharable data to partners such as the City and Town. The scheduling or "Runcut" feature allows Operations to quickly and efficiently create driver shifts within the constructs of the Collective Bargaining Agreement.

FINANCIAL: The 3-year contract cost will be \$55,500 and will be paid from the operating budget.



MEMO

DATE: December 5, 2019

TO: Board of Trustees

FROM: Isaac Thorne, General Manager

Subject: Recommendation to Delay Fixed Route and Connect Mobility Fare Increase to July 1, 2020

RECOMMENDATION: That the Board of Trustees approve a delay of the fare increase to July 1, 2020.

DISCUSSION: The Board of Trustees approved a fare increase for Fixed Route and Connect Mobility to take effect on October 1, 2019.

In April, the Board of Trustees approved the creation of the “Connect to the Future” Working Group. The purpose of the Working Group is to provide recommendation for what type transportation service the community desires and how does the community obtain those desired services.

FINANCIAL IMPACT: The recommendation to delay the fare increase to July 1, 2020 will decrease fare revenue an estimated \$45,950.00 from January 1, 2019 to June 30, 2020, which will decrease fare revenue an estimated \$91,900.00 from July 1, 2019 to June 30, 2020. Connect will use additional Federal grant funding in FY2020 of an estimated \$91,900.00 to balance the budget.



MEMO

DATE: December 5, 2019
TO: Board of Trustees
FROM: Isaac Thorne, General Manager
Subject: Universal Access Agreement with Illinois State University

RECOMMENDATION: The Illinois State University Universal Access Contract for a six-month extension from January 1, 2020 to June 30, 2020.

BACKGROUND: The Universal Access Agreement allows students, faculty, and staff of Illinois State University to ride Connect Transit fixed route buses free of charge upon swiping their valid identification card. Connect has been providing universal access to ISU since 2006.

FINANCIAL IMPACT: From January 1, 2020 to June 30, 2020 the contract amount will be \$277,950. Connect and ISU will continue to meet to discuss the cost structure of FY2021 contract.



MEMO

December 5, 2019

TO: Board of Trustees

FROM: Isaac Thorne, General Manager

Subject: Recommendation for Approval of Vice-Chairman Ryan Whitehouse Travel Expenses for APTA Annual Trip

Flight - \$294.04

Transportation - \$53.39

Hotel - \$1,384.05

Meals - \$27.45

Total \$1,758.94



MEMO

DATE: December 5, 2019
TO: Board of Trustees
FROM: Isaac Thorne, General Manager
Subject: Better Bus Stop Campaign

The Better Bus Stop campaign started with a goal to improve 163 bus stops over a three-year period from FY2019-FY2021. Since the inception of the Better Bus Stop Campaign, 53 bus stops have been improved.

Staff and I have learned a tremendous amount over the last 18 months but still have challenges with improving bus stops. In the last six months coordination and communication with our partners at the City, Town, and Illinois Department of Transportation has grown and improved.

A few of the challenges that we are facing and will continue to deal with are obtaining easement agreements, grading issues with existing sidewalks, and bus stops that lack pedestrian walkways. To make a bus stop ADA compliant Connect needs to meet requirements in terms of slope and length of the landing pad. There have been many bus stops that do not meet the space requirements and require Connect to obtain an easement agreement with a private property owner. There are also bus stops that have existing sidewalk, but the sidewalk is elevated. In these situations, Connect is required to take out sidewalk, grade the area, and replace multiple feet of sidewalk to obtain a 2 percent slope for the sidewalk and landing pad. Connect is coordinating with our partners in areas where sidewalk slope and grading is an issue.

The approved facilities guide is being used to prioritize bus stop improvements at stops that have the highest ridership and the number of times a wheelchair lift or ramp has been used to reflect the highest to lowest priority. Other criteria that is being used to prioritize bus stops is the existence of sidewalks, or pedestrian pathways that can be used to connect the landing pad. Some bus stop improvements are being coordinated with the street improvements like resurfacing conducted on Market Street in Bloomington.



Over the next 18 months Connect will continue to work to improve bus stops. Coordination between Town, City, and Illinois Department of Transportation for FY2021 bus stop improvements has already taken place. Many of the bus stops that will be improved lack connecting sidewalks or walkways and present additional challenges and more detailed planning. This may require Connect to relocate some bus stops.

Connect Transit was recently awarded a federal Bus and Bus Facility grant for \$500,000 that will be used to leverage \$900,000 of Downstate Operating Assistance Program funding for a total of \$1.4 million. This funding will allow staff to continue the Better Bus Stop Campaign and possibly complete all bus stops within in the current bus network at the end of FY2025.

I have included the remaining list of bus stops that will be improved in the current fiscal year and FY2021.

Fiscal Year 2020

- #9 – Center and Empire
- #10 – Center and Walnut
- #18 – Main and Empire
- #20 – Main and Emerson
- #37 – Jumer and Best Buy
- #41 – IAA and Clearwater
- #55 – Washington and Clinton
- #72 – IAA and Clearwater
- #77 – Jumer and The Chateau
- #184 – Main and Oak Creek Plaza
- #186 – Southgate and Greyhound
- #195 – MacArthur and Mission
- #275 – Oakland and Kroger Entrance
- #277 – Prospect and The Arbors

- #281 – Hershey and Lamon
- #298 – Hershey and Lamon
- #301 – Prospect and The Arbors
- #303 – Oakland and Four Seasons
- #325 – Olive and Euclid
- #352 – M.L.K. Jr. and Nicor
- #373 – M.L.K. Jr. and Afni
- #406 – Rainbow and Ridgeport
- #408 – Clearwater and HyVee

Fiscal Year 2021

- #35 – Susan and Patriot
- #37 – Jumer and Best Buy
- #39 – Kurt and Towanda



- #42 – IAA and Rowe
- #43 – IAA and Colonial Plaza
- #44 – IAA and McDonald's
- #49 – Washington and Rust
- #53 – Washington and Towanda
- #56 – Washington and Mclean
- #60 – Washington and Mc Clun
- #61 – Washington and State
- #65 – Washington and Rust
- #69 – IAA and McDonald's
- #70 – IAA and Colonial Plaza
- #71 – IAA and Rowe
- #73 – Kurt and IAA
- #74 – Kurt and Towanda
- #79 – Susan and Patriot
- #96 – Cottage and Garden
- #97 – College and Bone
- #116 – Market and Center
- #144 – Prospect and Eastland
- #156 – Mercer and Lincoln
- #175 – Prospect and Eastland
- #179 – Center and Oakland
- #205 – Lincoln and Arcadia
- #206 – Lincoln and Four Seasons
- #209 – Lincoln and Maple
- #215 – Clinton and Locust
- #228 – Brown and Market Square
- #229 – Washington and Stillwell
- #231 – Washington and Allin
- #232 – Washington and Oak
- #234 – Washington and Allin
- #236 – Washington and Stillwell
- #250 – Clinton and Locust
- #270 – Oakland and Meadows
- #276 – Prospect and Eldorado
- #278 – Prospect and Washington
- #279 – Eastland and Williamsburg
- #283 – Hershey and Clearwater
- #296 – Hershey and Clearwater
- #300 – Eastland and Williamsburg
- #302 – Prospect and Eldorado
- #317 – Morris and Fox Hill
- #318 – Morris and Goose Creek
- #329 – Locust and Clinton
- #350 – MLK Jr and M
- #351 – MLK Jr and C
- #352 – MLK Jr and Nicor
- #356 – Cottage and Hovey
- #358 – Hovey and Adelaide
- #360 – Beaufort and University
- #367 – Hovey and Adelaide
- #369 – Cottage and Jewel
- #373 – MLK Jr and A
- #374 – MLK Jr and C
- #382 – Clearwater and HyVee
- #394 – Trinity and Advocate
- #426 – Rockingham and Kenwood
- #435 – Willow and School
- #438 – Main and Manchester
- #440 – Main and Fairview
- #457 – Willow and School
- #458 – Fell and Locust
- #474 – Susan and Fort Jesse
- #479 – Susan and Fort Jesse
- #507 – Hamilton and Merna



- #543 – Irvin Apartments
- #583 – Shelbourne and Larry
- #600 – OSF Eastland Dr.