



AGENDA

Meeting of the Connect Transit Board of Trustees

May 22, 2018

4:30 P.M.

**Board Room
Connect Transit Operations Facility
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Consent Agenda
 - 1. Approval of Minutes of Previous Regular Meeting April 24, 2018
 - 2. Disbursements for Month of April 2018
 - 3. Financial Report for Month of April 2018
 - 4. Capital and Self Insurance Reserve Fund Balances for month of April 2018
 - 5. Monthly Statistical Report for month of April 2018
 - 6. Cardinal Infrastructure Federal Report
- E. Old Business
- F. New Business
 - 1. Recommendation of FY 2019 Property and Casualty Insurance Renewal
 - 2. Recommendation of FY 2019 Health Insurance, Life/AD&D, and Short Term Disability Renewal
 - 3. Recommendation of Connect Transit Mobility No-Show and Late Cancellation Policy
 - 4. Recommendation of Eastview Church Service Contract
 - 5. Recommendation – Approval of a Resolution for IDOT Section 5305 Funding
 - 6. Recommendation – Approval of a Resolution for the IDOT Central Vehicle Procurement Program for the Purchase of Six (6) Connect Mobility Buses
- G. General Manager's Report
- H. Trustee's Comments
- I. Executive Session – 5 ILCA 120/(c)(21) - Review of Closed Session Minutes
- J. Adjournment



April 2018

Financial and Statistical Reports



Connect Transit
Cash Disbursement Report
April 2018

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00039501	13-Apr-18	\$134.72	Payroll Deduction
Advance Auto Parts	00039471	06-Apr-18	\$1,203.54	Maintenance Supplies
Advance Auto Parts	00039526	20-Apr-18	\$31.99	Maintenance Supplies
Airgas USA, LLC	00039557	27-Apr-18	\$218.07	Welding Supplies
Ally Financial	00039472	06-Apr-18	\$196.08	Lease
Amalgamated Transit Union Local 752	00039502	13-Apr-18	\$6,207.20	Payroll Deduction
Amalgamated Transit Union Local 752	00039558	27-Apr-18	\$100.00	Payroll Deduction
Amazon Capital Service	00039528	20-Apr-18	\$1,539.29	Office Supplies, Bus Parts
Amazon Capital Service	00039559	27-Apr-18	\$73.63	Office Supplies
Bellas Landscaping	00039529	20-Apr-18	\$3,485.00	Snow Removal
Bellas Landscaping	00039560	27-Apr-18	\$1,350.00	Snow Removal
Blue Cross and Blue Shield of Illinois	00039530	20-Apr-18	\$103,590.14	Insurance
Brink's Incorporated	00039531	20-Apr-18	\$151.27	Consulting
Cardinal Infrastructure	00039473	06-Apr-18	\$6,000.00	Consulting
Cardinal Infrastructure	00039503	13-Apr-18	\$6,000.00	Consulting
Central Illinois Regional Broadband Netw	00039561	27-Apr-18	\$347.84	Internet
Central Illinois Trucks Inc.	00039504	13-Apr-18	\$459.14	Bus Parts
Champaign-Urbana Mass Transit District	00039505	13-Apr-18	\$120.15	Bus Parts
CHEMSEARCH H2O SOLUTIONS	00039562	27-Apr-18	\$665.00	Building Maintenance
City of Bloomington	00039474	06-Apr-18	\$1,111.21	Utilities
City of Bloomington	00039532	20-Apr-18	\$91.35	Utilities
City of Bloomington	00039506	13-Apr-18	\$1,580.00	Reimbursement for Concrete Pad Grant
Clark Baird Smith, LLP	00039563	27-Apr-18	\$1,675.00	Legal Service
Clear Talk	00039475	06-Apr-18	\$3,545.00	Radio Maintenance
CM Promotions	00039476	06-Apr-18	\$32.28	Admin Uniforms
Commerce Bank HSA	00039507	13-Apr-18	\$658.00	Health Savings Account Payments
Corn Belt Energy Corp.	00039564	27-Apr-18	\$4,180.82	Utilites
Cummins Crosspoint	00039477	06-Apr-18	\$46.47	Bus Parts
Cummins Crosspoint	00039565	27-Apr-18	\$67.25	Bus Parts
Cumulus Media	00039508	13-Apr-18	\$900.00	Radio Advertising
Dave Singletary	00039566	27-Apr-18	\$86.97	Uniform Reimbursement
Dish Network	00039567	27-Apr-18	\$97.02	Television Service
Don Owen Tire Service, Inc.	00039478	06-Apr-18	\$57.00	Bus Parts
Don Owen Tire Service, Inc.	00039568	27-Apr-18	\$125.05	Bus Parts
Eagle Automotive	00039569	27-Apr-18	\$111.90	Bus Parts
Engraving Express	00039509	13-Apr-18	\$20.00	Printed Materials
Evergreen FS	00039479	06-Apr-18	\$33,184.50	Fuel
Evergreen FS	00039533	20-Apr-18	\$18,369.07	Fuel
Express Services, Inc.	00039480	06-Apr-18	\$786.11	Temp Service
Express Services, Inc.	00039534	20-Apr-18	\$388.20	Temp Service
Express Services, Inc.	00039570	27-Apr-18	\$2,956.31	Temp Service
Fastenal Company	00039510	13-Apr-18	\$21.18	Bus Parts
Fasteners Etc.	00039511	13-Apr-18	\$14.85	Maintenance Supplies
Fasteners Etc.	00039535	20-Apr-18	\$229.68	Maintenance Supplies
Fasteners Etc.	00039571	27-Apr-18	\$131.91	Maintenance Supplies
Fleet-Net Corporation	00039512	13-Apr-18	\$1,405.00	Software & Tech Support
Fleet-Net Corporation	00039536	20-Apr-18	\$787.50	Software & Tech Support
Fleet-Net Corporation	00039572	27-Apr-18	\$175.00	Software & Tech Support
Fred Pryor Seminars	00039481	06-Apr-18	\$597.00	Seminars



Connect Transit Cash Disbursement Report April 2018

Name	Check Number	Date	Amount	Description
Frontier	00039537	20-Apr-18	\$935.03	Telephone
Frontier	00039573	27-Apr-18	\$44.33	Telephone
Gateway Truck & Refrigeration	00039482	06-Apr-18	\$154.44	Bus Parts
GFI Digital	00039538	20-Apr-18	\$238.41	Copier
Gillig LLC	00039513	13-Apr-18	\$723.75	Bus Parts
Gillig LLC	00039539	20-Apr-18	\$89.82	Bus Parts
Gillig LLC	00039574	27-Apr-18	\$1,078.53	Bus Parts
Great Plains Media	00039540	20-Apr-18	\$1,400.00	Radio Advertising
Heller Ford	00039483	06-Apr-18	\$36.36	Bus Parts
ICMA- Retirement Trust 457	ACH	12-Apr-18	\$25,042.13	Payroll Deduction
ICMA- Retirement Trust 457	ACH	26-Apr-18	\$25,697.79	Payroll Deduction
Illinois Department of Revenue	00039514	13-Apr-18	\$11,962.90	Payroll Deduction
Illinois Department of Revenue	00039575	27-Apr-18	\$12,089.52	Payroll Deduction
Illinois Department of Unemployment	ACH	25-Apr-18	\$27,630.78	Unemployment Tax
Illinois State Disbursement Unit	00039515	13-Apr-18	\$993.96	Payroll Deduction
Illinois State Disbursement Unit	00039576	27-Apr-18	\$1,308.64	Payroll Deduction
Interstate Batteries of Mid-Illinois	00039541	20-Apr-18	\$160.80	Materials & Supplies
J.G. Stewart Contractors, Inc	00039516	13-Apr-18	\$8,420.00	Concrete Pads
Julie Holts	00039542	20-Apr-18	\$103.29	Uniform Reimbursement
Ken's Oil Service, Inc	00039484	06-Apr-18	\$1,286.60	Oil, Antifreeze
Ken's Oil Service, Inc	00039517	13-Apr-18	\$6.59	Oil, Antifreeze
Ken's Oil Service, Inc	00039543	20-Apr-18	\$562.53	Oil, Antifreeze
Kirby Risk Corporation	00039485	06-Apr-18	\$210.50	Bus Parts
Lewis, Yockey & Brown, Inc	00039486	06-Apr-18	\$95.00	Bus Shelters
Matco Tools	00039544	20-Apr-18	\$142.76	Shop Tools
McLean County Chamber of Commerce	00039545	20-Apr-18	\$1,597.00	Dues, Meetings
McLean County Chamber of Commerce	00039577	27-Apr-18	\$620.00	Meetings
Michelin North America, Inc	00039518	13-Apr-18	\$6,170.85	Tires
Mid Central Community Action	00039578	27-Apr-18	\$100.00	Advertising- Promotions
Midwest Equipment II	00039519	13-Apr-18	\$33.80	Lawn Maintenance Equipment
Miller Janitor Supply	00039520	13-Apr-18	\$462.22	Maintenance Supplies
Miller Janitor Supply	00039546	20-Apr-18	\$145.82	Maintenance Supplies
Minerva Promotions	00039579	27-Apr-18	\$536.00	Uniforms
Mohawk Mfg. & Supply Co.	00039487	06-Apr-18	\$760.20	Bus Parts
Morris Avenue Garage	00039488	06-Apr-18	\$50.00	Vehicle Inspection
Morris Avenue Garage	00039521	13-Apr-18	\$50.00	Vehicle Inspection
Mutual Wheel	00039489	06-Apr-18	\$12.02	Bus Parts
Neuhoff Media	00039547	20-Apr-18	\$2,088.00	Advertising- Media
Nicor Gas	00039490	06-Apr-18	\$5,270.49	Utilities
Nicor Gas	00039580	27-Apr-18	\$1,986.61	Utilities
Oberlander Alarm Systems, Inc.	00039491	06-Apr-18	\$207.00	Security Alarm Service Fee
Occupational Health Centralized Billing	00039581	27-Apr-18	\$760.50	Drug Testing
Oklahoma Centralized Support Registry	00039522	13-Apr-18	\$23.07	Payroll Deduction
Oklahoma Centralized Support Registry	00039582	27-Apr-18	\$23.07	Payroll Deduction
Orkin Pest Control	00039492	06-Apr-18	\$1,110.50	Pest Control
Patrick Kuebrich	00039583	27-Apr-18	\$258.33	Travel & Meetings
Payroll	ACH	12-Apr-18	\$186,808.47	
Payroll	ACH	26-Apr-18	\$194,466.73	
Redbird Sports Properties, LLC	00039584	27-Apr-18	\$250.00	Advertising- Media



Connect Transit
Cash Disbursement Report
April 2018

Name	Check Number	Date	Amount	Description
RegionalHelpWanted.com, Inc	00039549	20-Apr-18	\$657.00	Advertising- Employment
Republic Services # 368	00039493	06-Apr-18	\$127.09	Garbage Disposal
Ricoh USA, INC	00039550	20-Apr-18	\$347.39	Copier
Ricoh USA, INC	00039585	27-Apr-18	\$501.00	Copier
Secretary of State	00039460	05-Apr-18	\$103.00	Registration
Secretary of State	00039461	05-Apr-18	\$103.00	Registration
Secretary of State	00039462	05-Apr-18	\$103.00	Registration
Secretary of State	00039463	05-Apr-18	\$103.00	Registration
Secretary of State	00039464	05-Apr-18	\$103.00	Registration
Secretary of State	00039465	05-Apr-18	\$103.00	Registration
Secretary of State	00039466	05-Apr-18	\$103.00	Registration
Secretary of State	00039467	05-Apr-18	\$103.00	Registration
Secretary of State	00039468	05-Apr-18	\$103.00	Registration
Secretary of State	00039469	05-Apr-18	\$103.00	Registration
Secretary of State	00039551	20-Apr-18	\$117.00	Registration
Shred-It USA	00039494	06-Apr-18	\$172.48	Registration
Southtown Wrecker Service, Inc.,	00039586	27-Apr-18	\$345.00	Towing
STL Business & Technology Solutions, Inc	00039495	06-Apr-18	\$425.00	Software & Tech Support
STL Business & Technology Solutions, Inc	00039587	27-Apr-18	\$425.00	Software & Tech Support
Supreme Radio Communications, Inc	00039552	20-Apr-18	\$285.31	Radio Maintenance
The Aftermarket Parts Company LLC	00039496	06-Apr-18	\$116.10	Bus Parts
The Aftermarket Parts Company LLC	00039553	20-Apr-18	\$1,115.75	Bus Parts
The Aftermarket Parts Company LLC	00039588	27-Apr-18	\$1,133.03	Bus Parts
Town of Normal	00039497	06-Apr-18	\$763.60	Utilites
Trent Davis	00039554	20-Apr-18	\$45.00	Unifrom Reimbursement
Truck Centers, Inc.	00039555	20-Apr-18	\$3,817.68	Bus Parts
UniFirst Corporation	00039498	06-Apr-18	\$223.33	Cleaning Uniforms & Rugs
UniFirst Corporation	00039523	13-Apr-18	\$223.33	Cleaning Uniforms & Rugs
UniFirst Corporation	00039556	20-Apr-18	\$262.86	Cleaning Uniforms & Rugs
UniFirst Corporation	00039589	27-Apr-18	\$270.98	Cleaning Uniforms & Rugs
United Parcel Service	00039524	13-Apr-18	\$9.98	Shipping
United States Department of Treasury	ACH	03-Apr-18	\$61,578.12	Federal Tax Payment
United States Department of Treasury	ACH	17-Apr-18	\$64,721.15	Federal Tax Payment
US Department of Education	00039525	13-Apr-18	\$226.58	Wage Garnishment
US Department of Education	00039590	27-Apr-18	\$217.06	Wage Garnishment
Verizon Wireless	00039499	06-Apr-18	\$659.92	Mobile Data Terminals for SS
Vision Service Plan (IL)	00039500	06-Apr-18	\$834.82	Vision Insurance
Vision Service Plan (IL)	00039591	27-Apr-18	\$861.42	Vision Insurance
	Grand Total		\$871,022.81	

Bloomington Normal Public Transit Balance Sheet

Fiscal Year: 2018 Period 10 April - 2018 Division: 99 Board Reports As of: 04/30/2018

Assets

Current Assets

Checking and Savings	\$6,486,966.65
Accounts Receivable	\$3,938,064.97
Inventory Asset - Fuel	\$83,180.48
Inventory Asset - Parts	\$172,595.04
Inventory Asset - Tires	\$0.00
Other Current Assets	\$238,992.95

Total Current Assets \$10,919,800.09

Fixed Assets \$17,991,936.76

Total Assets \$28,911,736.85

Liabilites & Equity

Liabilities

Accounts Payable	\$219,140.62
Payroll Liabilities	\$1,016,230.87
Contracts	\$0.00
Due to Illinois Funds Account	\$2,980,249.22
Deferred Revenue	\$129,399.46
Deficit Funding Advance	\$0.00

Total Liabilities \$4,345,020.17

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 \$5,312,771.29

Total Liabilities & Equity \$28,911,736.85

Bloomington Normal Public Transit Income Statement With Approved Budget

	Division: 98 Operating Profit/Loss		As of: 04/30/2018	
	Fiscal Year: 2018	Period 10	Jul-2017 Thru Apr-2018	Approved Budget
	April - 2018	Year To Date		
Operating Revenue				
Passenger Fares	\$53,335.70	8.45%	\$546,201.47	86.58%
ISU Contract Fare	\$44,853.33	8.38%	\$446,643.30	83.48%
Other Contract Fares	\$12,052.13	15.07%	\$89,858.30	112.32%
Advertising Revenue	\$3,265.00	1.15%	\$57,196.00	20.07%
Miscellaneous Revenue	\$629.85	31.49%	\$20,938.46	1046.92%
Total Operating Revenue	\$114,136.01	7.45%	\$1,160,837.53	75.73%
Operating Expenses				
Operators Wages	\$449,965.95	8.20%	\$4,542,126.39	82.78%
Maintenance Wages	\$87,626.78	6.84%	\$901,332.95	70.35%
Administration Wages	\$61,400.07	6.00%	\$609,223.56	59.55%
Employer Payroll Tax Expense	\$46,947.69	7.41%	\$493,157.79	77.80%
Retirement Plan	\$22,632.38	5.81%	\$234,589.38	60.22%
Group Insurance	\$115,886.11	6.30%	\$1,107,728.51	60.23%
Uniform Expense	\$1,792.99	5.13%	\$27,232.11	77.84%
Professional Services	\$25,458.28	12.18%	\$176,165.24	84.32%
Outside Repair-Labor	\$7,431.50	6.65%	\$79,195.53	70.86%
Contract Maintenance Services	\$8,616.27	7.12%	\$107,424.00	88.71%
Custodial Services	\$889.34	5.74%	\$10,158.18	65.54%
Employee Recruiting/Testing/Temp Help	\$3,039.15	14.47%	\$10,964.44	52.21%
Fuel	\$64,433.03	5.79%	\$560,547.66	50.41%
Lubricants	\$1,593.92	3.77%	\$31,672.83	74.96%
Tires	\$6,807.42	7.49%	\$68,539.68	75.44%
Bus Repair Parts	\$44,817.62	23.10%	\$179,161.28	92.33%
Other Materials & Supplies	\$3,417.16	6.00%	\$31,290.17	54.90%
Shelters/Signs/Shop Tools	\$0.00	0.00%	\$6,671.23	88.95%
Computer and Office Supplies	\$6,862.90	4.72%	\$112,276.05	77.17%
Utilities	\$10,076.55	7.24%	\$86,242.46	62.00%
Corporate Insurance	\$23,131.42	8.35%	\$201,218.04	72.62%
Dues/Subscriptions/Fees	\$6,580.86	13.71%	\$43,442.80	90.50%
Printing/Marketing/Training	\$13,919.67	5.19%	\$171,954.59	64.16%
Total Operating Expenses	\$1,013,327.06	7.48%	\$9,792,314.87	72.28%
Operating Assistance				
Operating Deficit	(\$899,191.05)	7.48%	(\$8,631,477.34)	71.83%
City of Bloomington Operating Assistance	\$50,833.33	8.33%	\$508,333.30	83.33%
Town of Normal Operating Assistance	\$32,500.00	8.33%	\$325,000.00	83.33%
Illinois Downstate Operating Assistance	\$694,495.00	7.89%	\$6,364,413.00	72.27%
FTA 5307 Operating Assistance	\$153,550.00	6.95%	\$1,391,193.00	62.97%
Total Operating Assistance	\$931,378.33	7.75%	\$8,588,939.30	71.48%
Total Operating Revenue			\$13,548,637.00	
Total Operating Expenses			\$12,015,787.00	
Operating Assistance			\$610,000.00	
City of Bloomington Operating Assistance			\$390,000.00	
Town of Normal Operating Assistance			\$8,806,614.05	
Illinois Downstate Operating Assistance			\$2,209,172.95	
FTA 5307 Operating Assistance			\$12,015,787.00	

Connect Transit
Local Capital and Self-Insurance Fund Balance
April 2018

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
04/01/18	Beginning Balance	\$ 1,063,247.53
04/01/18	Additions - Interest Income	\$ 135.45
04/01/18	Ending Balance	<u>\$ 1,063,382.98</u>
Total Reserve Capital Account		<u><u>\$ 1,063,382.98</u></u>

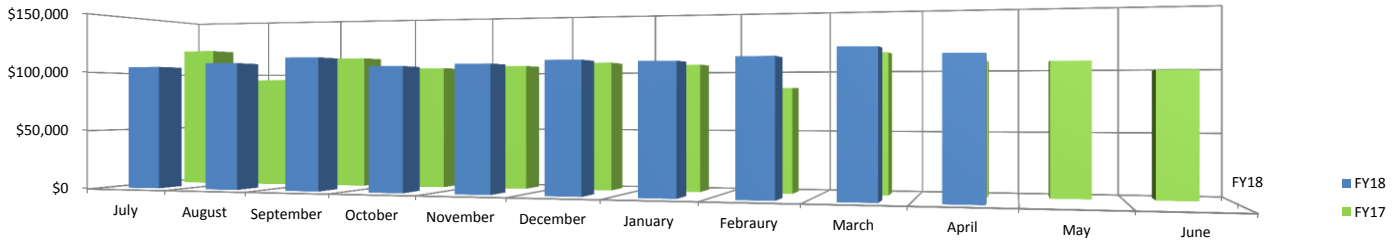
Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):

	<u>FY18 Received</u> <u>4/30/2018</u>	<u>FY18 Receivable</u> <u>4/30/2018</u>
Bloomington	\$ 426,786.87	\$ 47,420.83
Normal	\$ 386,166.60	\$ 1,870.84
Total YTD	<u>\$ 812,953.47</u>	<u>\$ 49,291.67</u>

<u>Local Capital Reserve Fund Balance - Account Value</u>		
<u>04/30/18</u>	Cash Balance	\$ 1,063,382.98
<u>04/30/18</u>	Loans to Operating	\$ 2,980,249.22
<u>04/30/18</u>	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
<u>04/30/18</u>	Ending Balance	<u>\$ 4,003,632.20</u>

Financial Reports

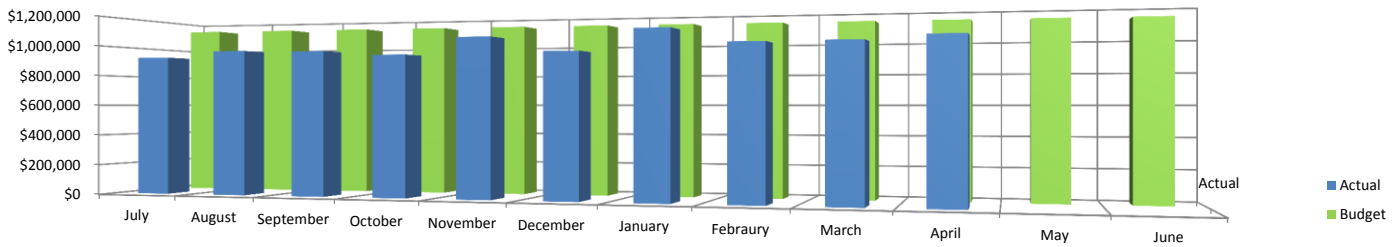
Transit Fare



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	\$104,830	\$107,448	\$111,692	\$103,871	\$105,390	\$107,762	\$106,388	\$109,339	\$115,744	\$110,241		
FY17	\$121,348	\$94,322	\$113,426	\$104,140	\$105,437	\$107,628	\$105,472	\$86,079	\$114,077	\$106,536	\$106,281	\$98,879

Notes: ISU revenue decreased \$9,284 in April 2018 from April 2017. Other Contract Fares revenue increased \$10,927 in April 2018 from April 2017 due to Eastview Church and Heartland Community College. Total Cash Fares increased \$1,958 in April 2018 from April 2017. Total Pass Fares increased \$282 in April 2018 from April 2017.

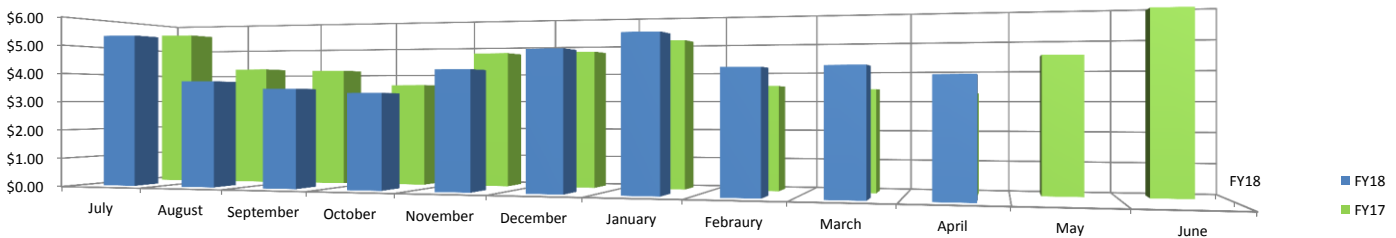
Operating Expenses



	July	August	September	October	November	December	January	February	March	April	May	June
Actual	\$922,334	\$961,371	\$954,734	\$926,378	\$1,033,885	\$938,162	\$1,073,514	\$982,910	\$985,699	\$1,013,327		
Budget	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,053	\$1,129,054

Notes:

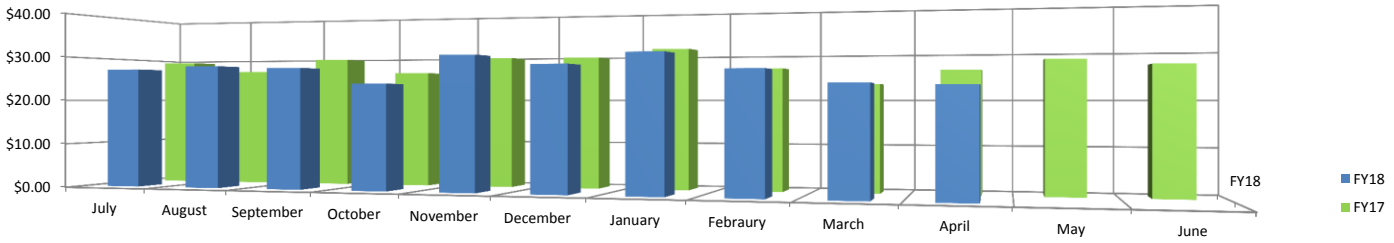
Fixed Route Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	\$5.36	\$3.71	\$3.44	\$3.29	\$4.07	\$4.72	\$5.22	\$4.08	\$4.12	\$3.82		
FY17	\$5.53	\$4.21	\$4.14	\$3.60	\$4.72	\$4.74	\$5.10	\$3.52	\$3.41	\$3.27	\$4.48	\$5.92

Notes: Expenses increased \$40,276 in April 2018 from April 2017. Trips decreased by 23,820 in April 2018 from April 2017.

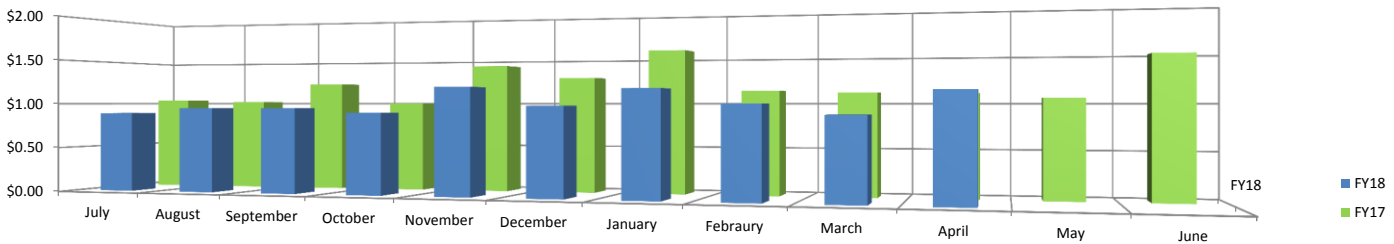
Connect Mobility Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	\$27.17	\$27.77	\$27.27	\$23.67	\$29.84	\$27.74	\$30.12	\$26.52	\$23.54	\$23.13		
FY17	\$29.22	\$26.90	\$29.71	\$26.40	\$29.76	\$29.71	\$31.47	\$26.99	\$23.50	\$26.44	\$28.57	\$27.44

Notes: Expenses increased \$3,425 in April 2018 from April 2017. Trips increased by 1,193 in April 2018 from April 2017.

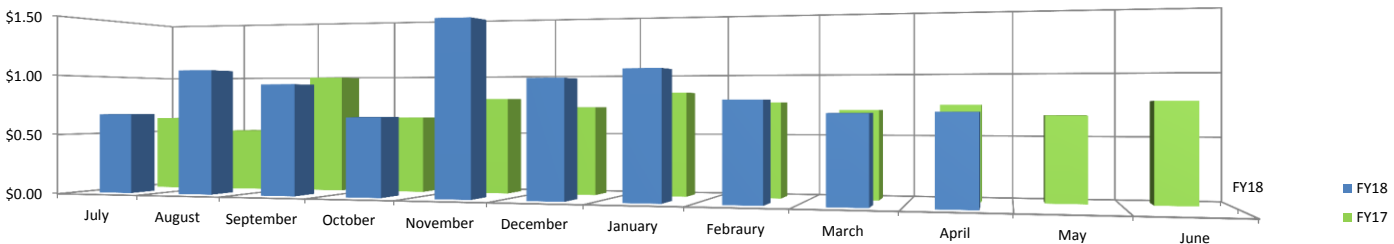
Fixed Route Cost Per Maintenance Mile (Excluding Fuel) Unaudited



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	\$0.89	\$0.95	\$0.95	\$0.90	\$1.18	\$0.98	\$1.16	\$1.00	\$0.89	\$1.14		
FY17	\$1.04	\$1.02	\$1.23	\$1.00	\$1.43	\$1.29	\$1.59	\$1.14	\$1.12	\$1.11	\$1.06	\$1.51

Notes: Fixed Route maintenance expense increased \$27,153 in April 2018 from April 2017. Fixed Route miles increased 20,722 in April 2018 from April 2017.

Connect Mobility Cost Per Maintenance Mile (Excluding Fuel) Unaudited

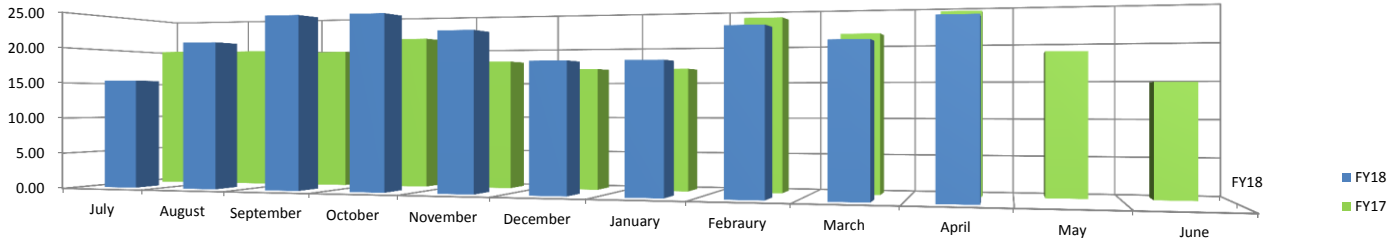


	July	August	September	October	November	December	January	February	March	April	May	June
FY18	\$0.67	\$1.04	\$0.92	\$0.65	\$1.44	\$0.96	\$1.03	\$0.79	\$0.69	\$0.70		
FY17	\$0.63	\$0.52	\$0.99	\$0.64	\$0.80	\$0.73	\$0.85	\$0.77	\$0.71	\$0.75	\$0.67	\$0.78

Notes: Connect Mobility maintenance expense increased \$144 in April 2018 from April 2017. Mobility miles increased 2,675 in April 2018 from April 2017.

Operations Reports

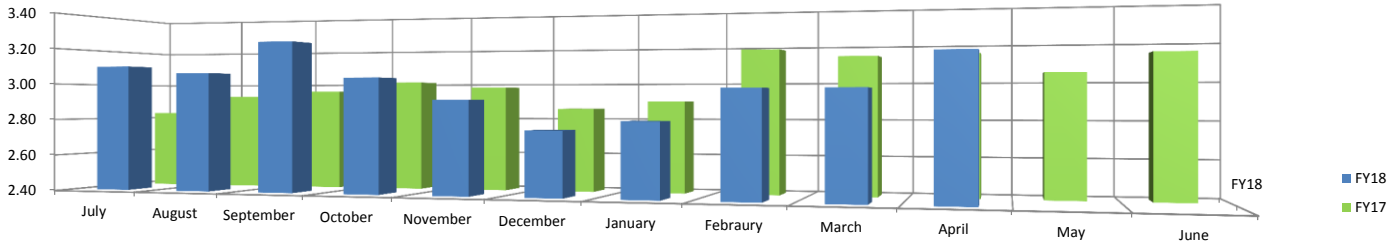
Fixed Route Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	15.34	20.67	24.27	24.29	21.85	17.70	17.70	21.96	20.01	22.84		
FY17	19.94	19.90	19.67	21.45	18.03	16.89	16.85	23.67	21.35	24.11	18.76	14.82

Notes:

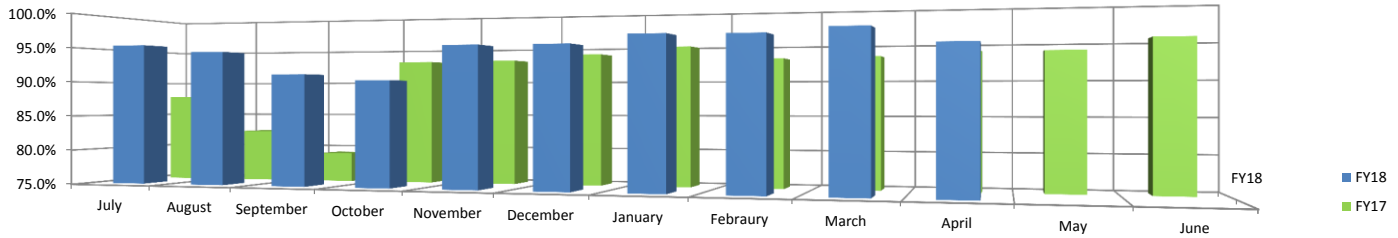
Connect Mobility Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	3.10	3.06	3.23	3.03	2.91	2.75	2.80	2.97	2.97	3.15		
FY17	2.83	2.93	2.96	3.01	2.98	2.86	2.90	3.18	3.14	3.15	3.05	3.15

Notes:

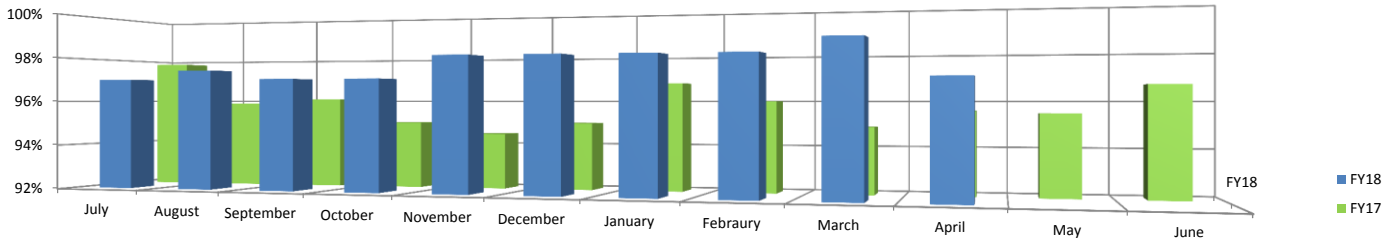
Fixed Route On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	95.4%	94.3%	91.0%	90.1%	94.9%	94.9%	96.1%	96.0%	96.7%	94.6%		
FY17	87.8%	82.5%	79.2%	93.0%	93.1%	93.9%	94.9%	93.1%	93.3%	93.9%	93.9%	95.5%

Notes:

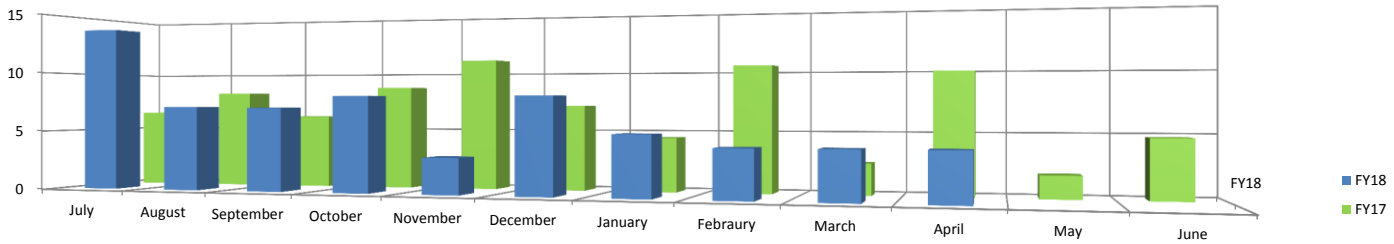
Connect Mobility On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	97%	97%	97%	97%	98%	98%	98%	98%	99%	97%		
FY17	98%	96%	96%	95%	95%	95%	97%	96%	95%	96%	96%	97%

Notes:

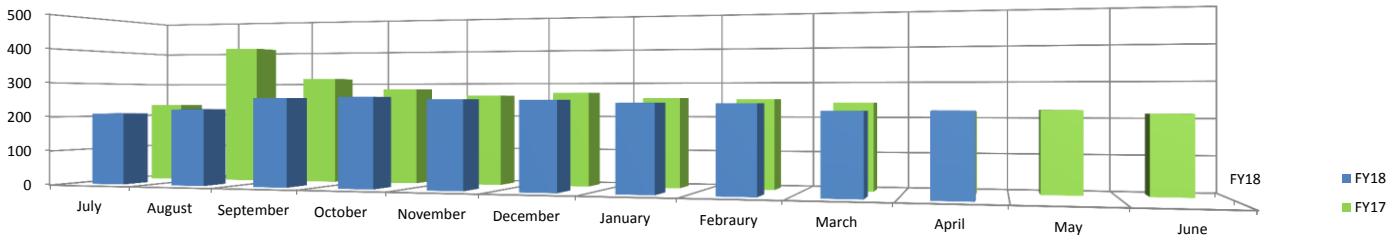
Validated Complaints Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	14	7	7	8	3	8	5	4	4	4		
FY17	6	8	6	9	11	7	5	10	3	10	2	5

Notes:

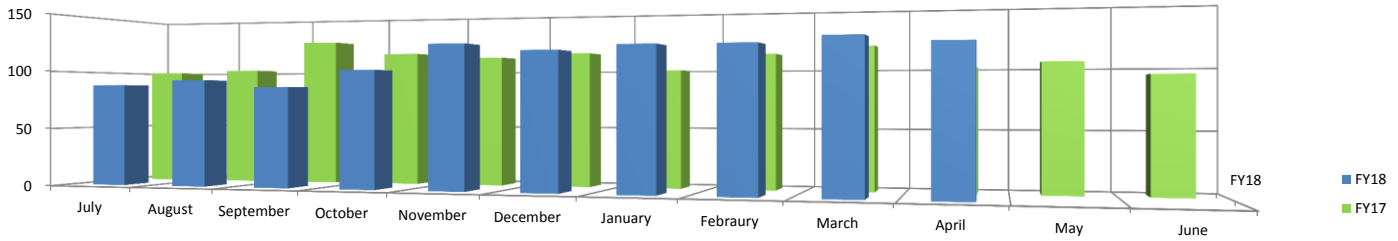
Fixed Route Average Daily Phone Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	209	222	255	259	252	250	242	241	222	223		
FY17	234	409	314	282	263	271	255	252	242	219	223	214

Notes:

Connect Mobility Average Daily Phone Calls

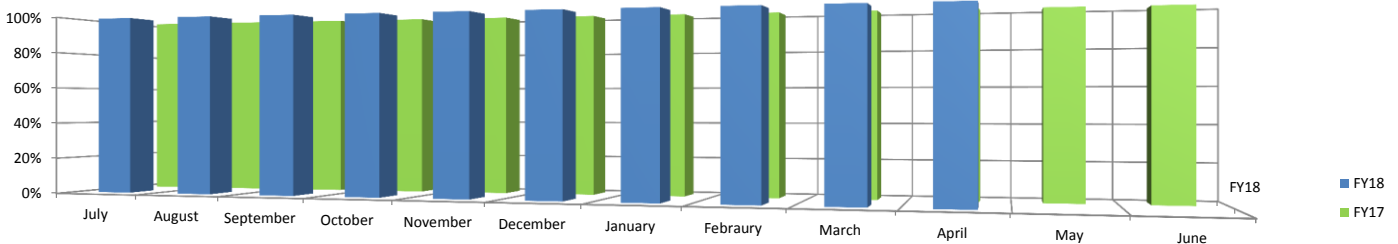


	July	August	September	October	November	December	January	February	March	April	May	June
FY18	88	92	86	100	121	115	119	119	124	119		
FY17	100	102	127	116	112	115	100	113	119	101	105	95

Notes:

Maintenance Reports

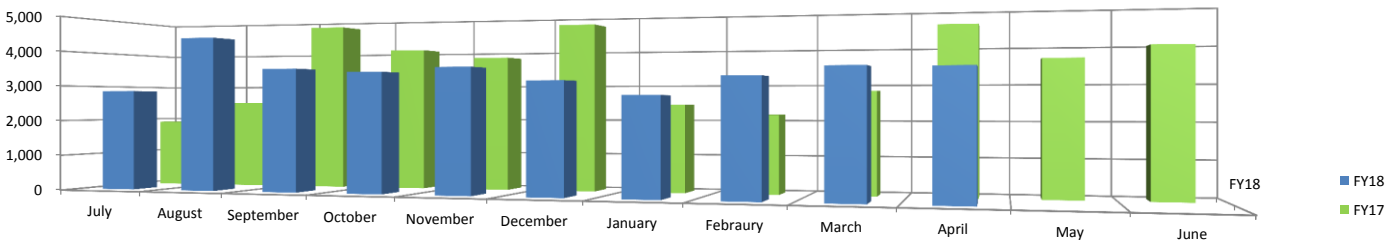
Percent Preventative Maintenance Performed On Time



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%
FY17	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Notes:

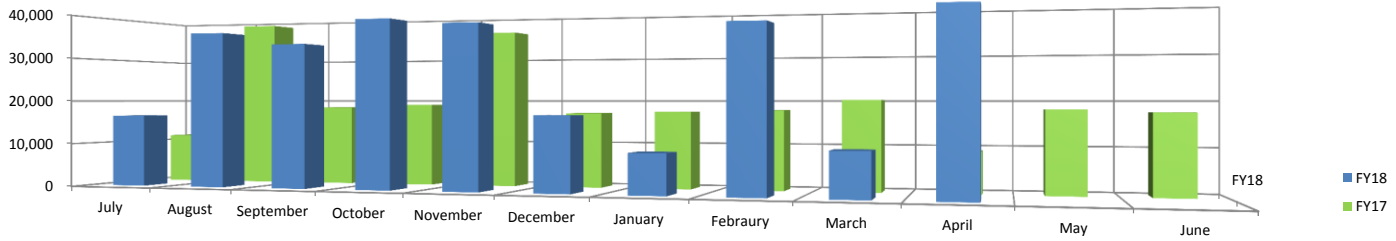
Fixed Route Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	2,851	4,365	3,466	3,362	3,481	3,107	2,710	3,206	3,445	3,423		
FY17	1,920	2,507	4,770	4,058	3,815	4,729	2,456	2,176	2,834	4,583	3,670	3,989

Notes:

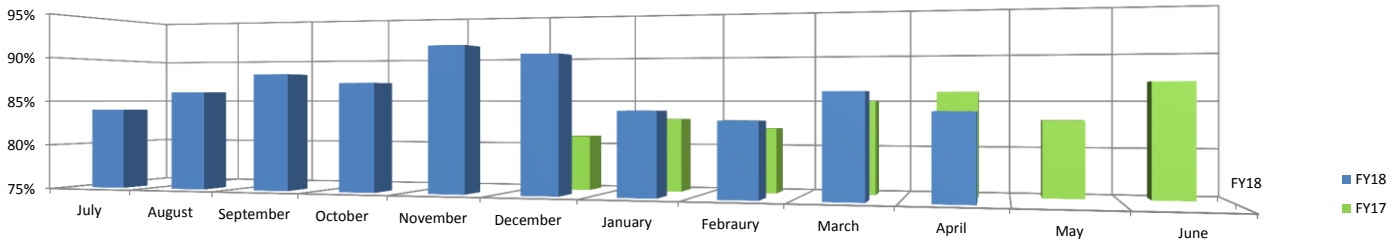
Connect Mobility Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	16,494	35,689	32,937	38,345	37,155	16,893	9,003	36,495	9,933	39,483		
FY17	11,305	38,538	18,412	19,076	36,034	17,130	17,517	17,926	20,231	9,202	18,200	17,624

Notes:

Average Interior Cleanliness Inspection Score

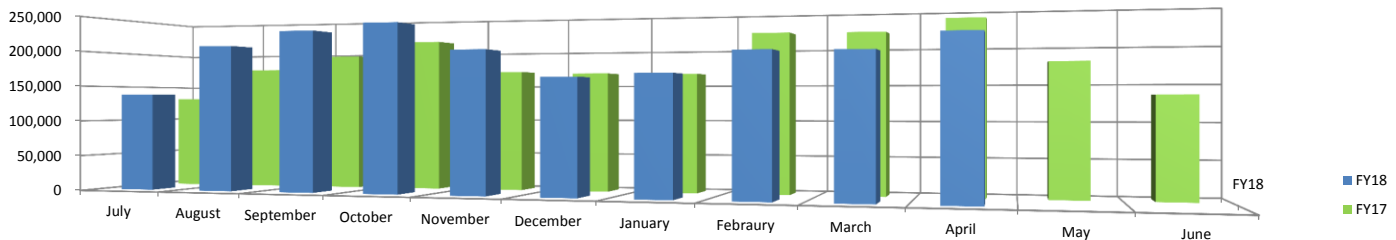


	July	August	September	October	November	December	January	February	March	April	May	June
FY18	84%	86%	88%	87%	91%	90%	84%	83%	86%	84%		
FY17						81%	83%	82%	85%	86%	83%	87%

Notes:

Ridership Reports

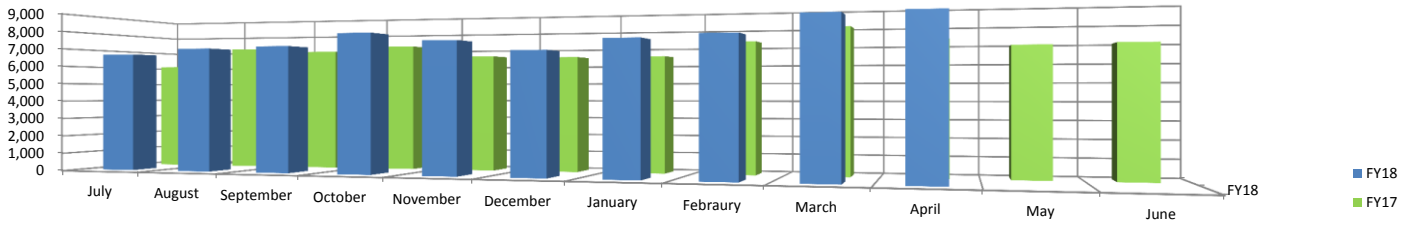
Fixed Route Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	138,075	206,628	226,611	236,084	197,725	160,336	164,598	193,452	192,440	213,790		
FY17	131,750	175,700	194,961	215,279	170,351	167,469	166,215	221,420	220,804	237,610	179,628	136,454

Notes: Fixed route ridership has increased 1.5% year-to-date (July-April). April 2018 ridership decreased 10%, ISU student ridership decreased significantly over the last three months. National peer agency ridership has decreased 3.47% in the last nine months (July-March) and regional transit agency ridership has decreased 3.97% in that same period.

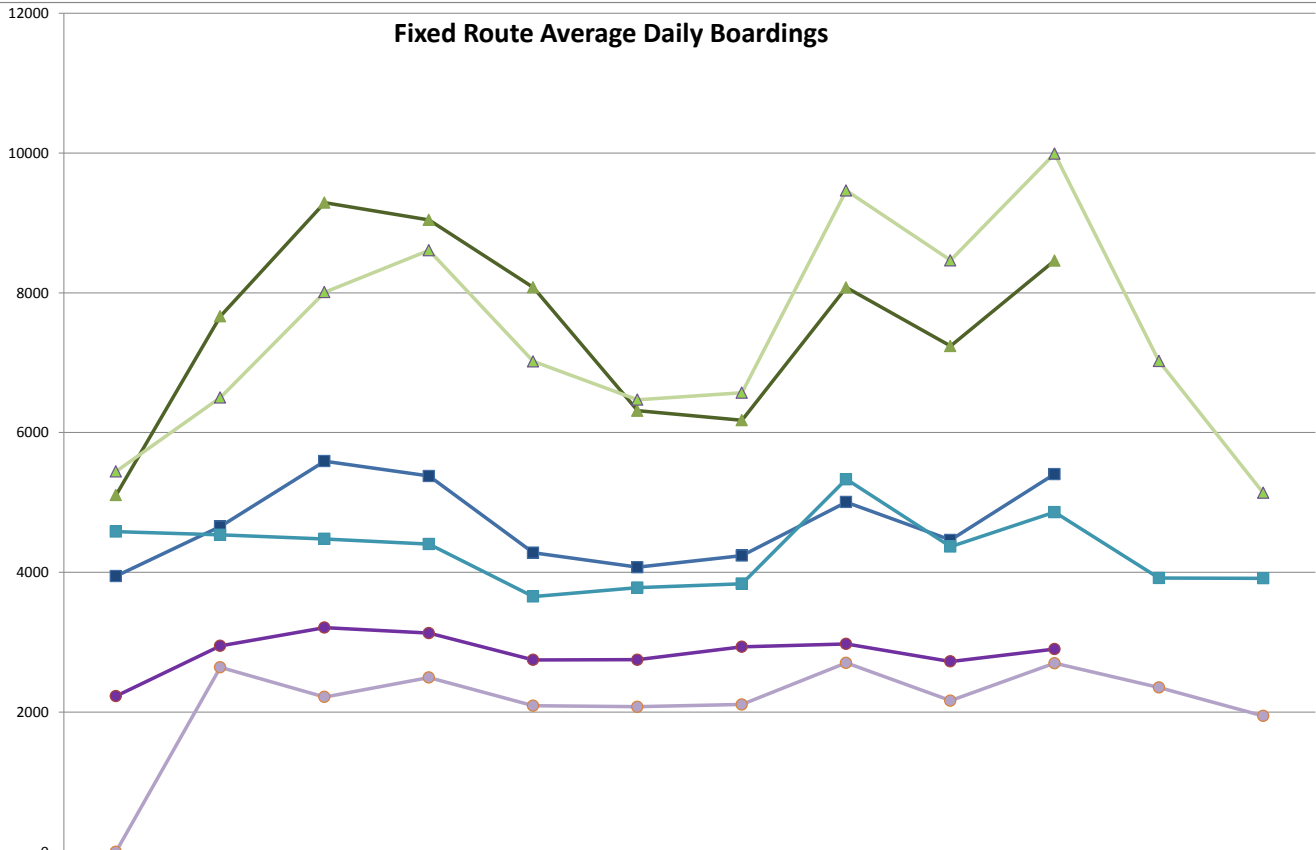
Connect Mobility Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	6,694	6,987	7,073	7,751	7,291	6,723	7,300	7,486	8,421	8,493		
FY17	6,075	7,128	6,928	7,191	6,572	6,489	6,501	7,266	8,013	7,300	6,936	7,013

Notes: Connect Mobility has increased 7.7% year-to-date (July-April) and 16.3% in April 2018 over April 2017.

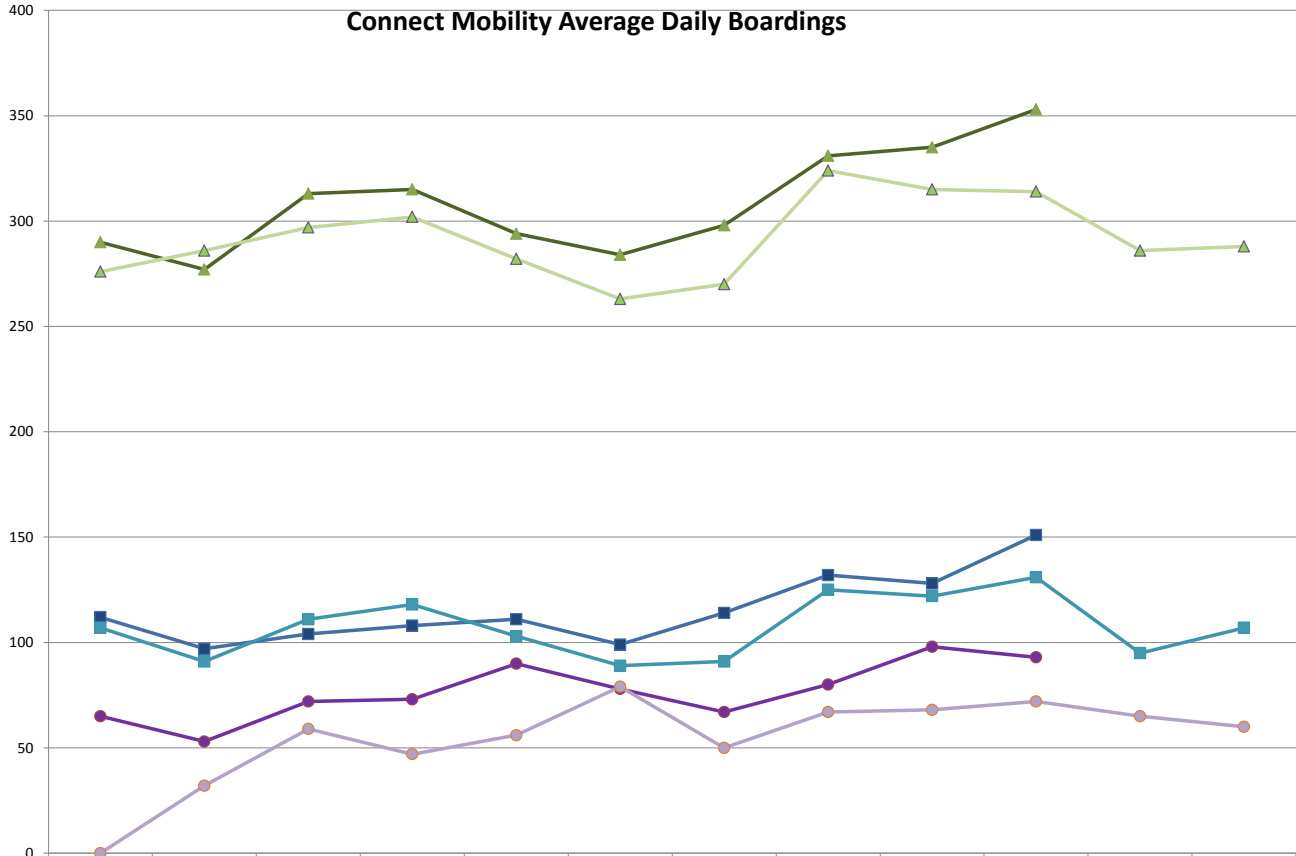
Fixed Route Average Daily Boardings



	July	August	September	October	November	December	January	February	March	April	May	June
Sunday FY18	2228	2947	3210	3128	2746	2748	2934	2975	2724	2900		
Sunday FY17	0	2641	2216	2494	2090	2075	2107	2704	2163	2698	2351	1945
Saturday FY18	3946	4653	5591	5377	4281	4073	4240	5005	4461	5405		
Saturday FY17	4582	4536	4477	4404	3653	3779	3837	5331	4367	4860	3919	3915
Weekday FY18	5105	7662	9291	9043	8077	6312	6177	8077	7238	8460		
Weekday FY17	5442	6500	8009	8609	7017	6470	6570	9464	8464	9991	7024	5137

Notes: Average weekday boarding in April 2018 decreased 18%, Saturday and Sunday average boarding increased 11% and 7.5 respectively over April 2017. The decrease in average weekday boardings was due to a large decrease in student ridership. Sunday ridership has increased over 25.7% year-to-date (July-April).

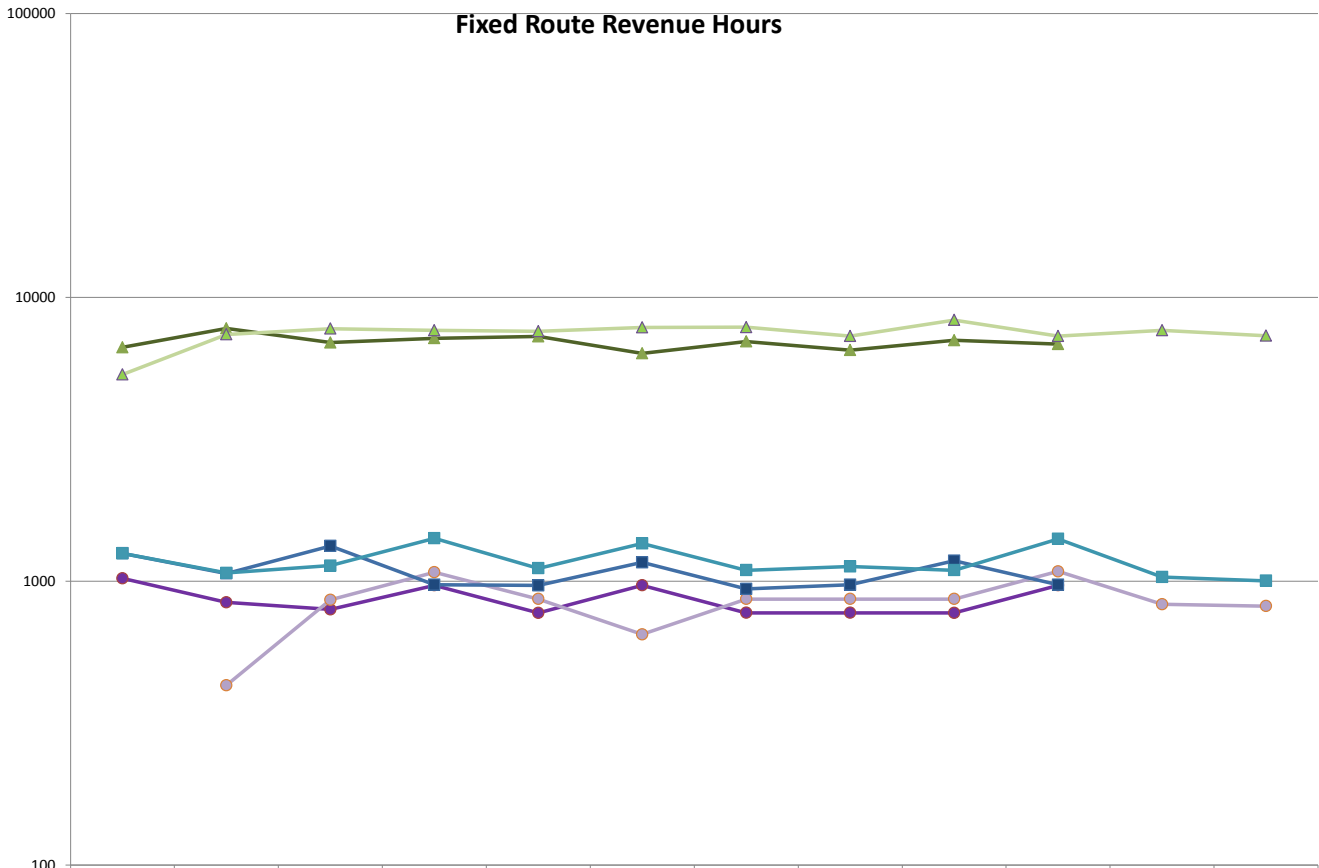
Connect Mobility Average Daily Boardings



	July	August	September	October	November	December	January	February	March	April	May	June
● Sunday FY18	65	53	72	73	90	78	67	80	98	93		
○ Sunday FY17	0	32	59	47	56	79	50	67	68	72	65	60
■ Saturday FY18	112	97	104	108	111	99	114	132	128	151		
■ Saturday FY17	107	91	111	118	103	89	91	125	122	131	95	107
▲ Weekday FY18	290	277	313	315	294	284	298	331	335	353		
▲ Weekday FY17	276	286	297	302	282	263	270	324	315	314	286	288

Notes:

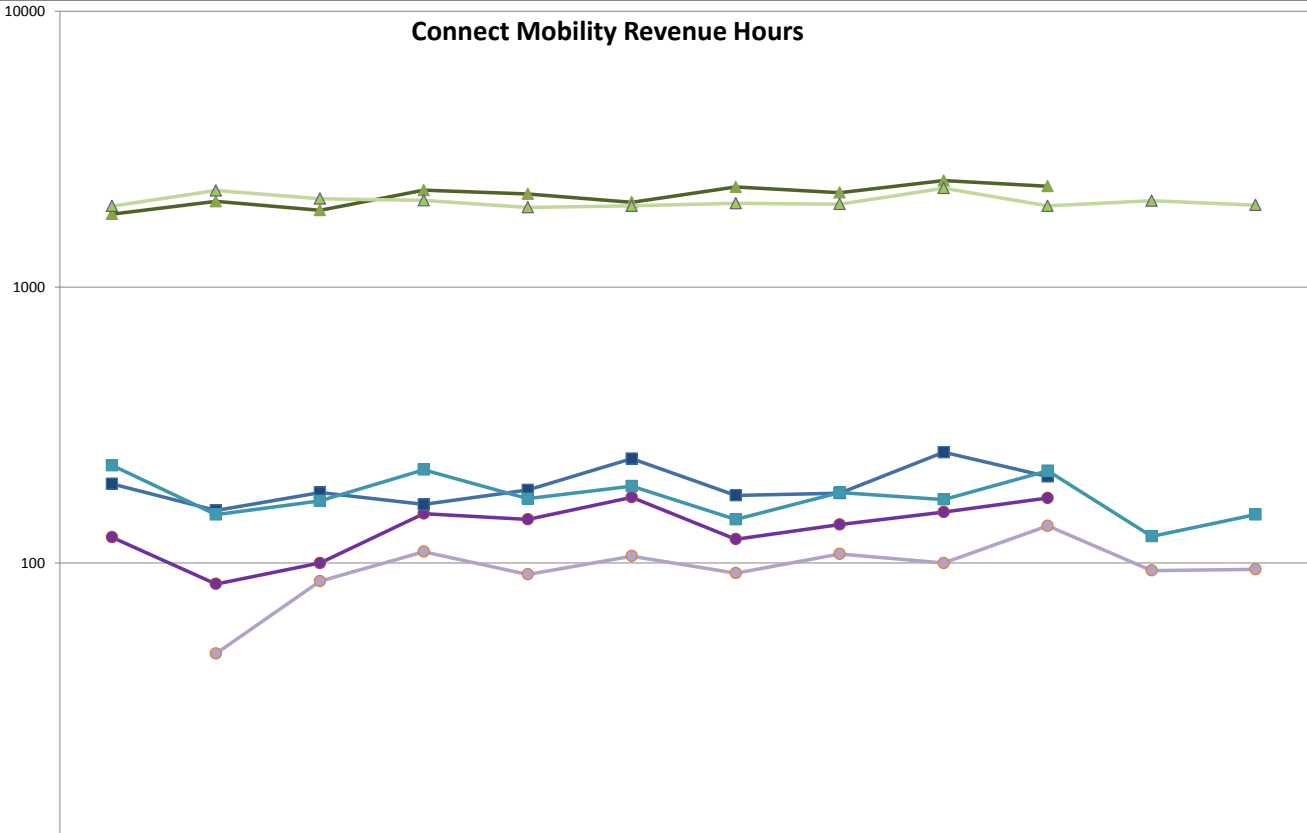
Fixed Route Revenue Hours



	July	August	September	October	November	December	January	February	March	April	May	June
● Sunday FY18	1023	842	796	967	774	967	774	774	774	967		
● Sunday FY17	0	430	860	1076	866	650	866	866	866	1083	830	818
■ Saturday FY18	1255	1066	1333	973	967	1165	939	973	1182	972		
■ Saturday FY17	1254	1069	1135	1418	1111	1359	1094	1128	1094	1410	1035	1004
▲ Weekday FY18	6665	7774	6934	7178	7288	6352	6999	6519	7058	6842		
▲ Weekday FY17	5352	7407	7758	7659	7593	7842	7849	7308	8322	7308	7653	7332

Notes:

Connect Mobility Revenue Hours

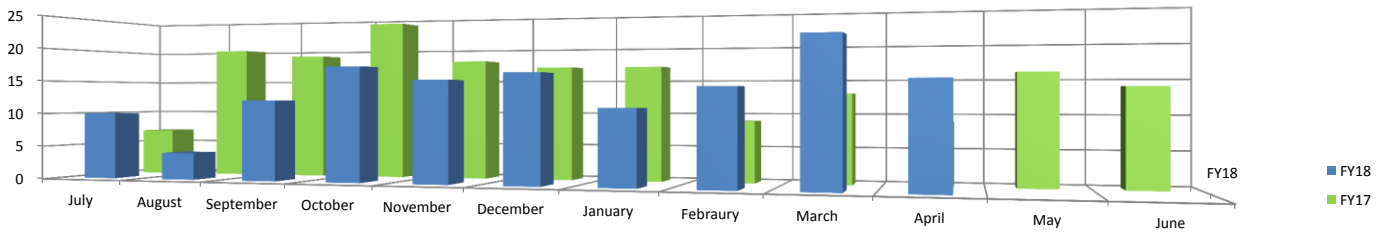


	July	August	September	October	November	December	January	February	March	April	May	June
● Sunday FY18	124	84	100	151	144	173	122	138	153	172		
● Sunday FY17	0	47	86	110	91	106	92	108	100	136	94	95
■ Saturday FY18	194	155	180	163	184	239	176	179	252	206		
■ Saturday FY17	226	150	168	218	171	190	144	180	170	216	125	150
▲ Weekday FY18	1841	2046	1900	2244	2178	2031	2305	2201	2431	2322		
▲ Weekday FY17	1968	2238	2091	2062	1947	1969	2013	2000	2283	1969	2055	1983

Notes:

Safety Reports

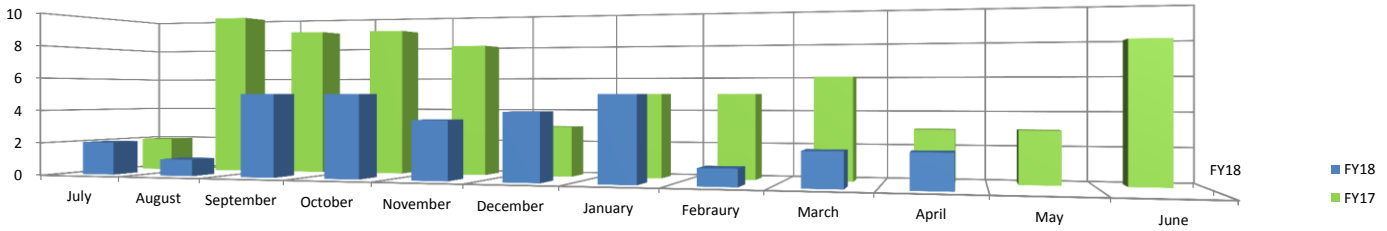
Safety Related Incidents Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	10	4	12	17	15	16	11	14	21	15		
FY17	7	20	19	24	18	17	17	9	13	9	16	14

Notes:

Preventable Accidents Per 100,000 Miles

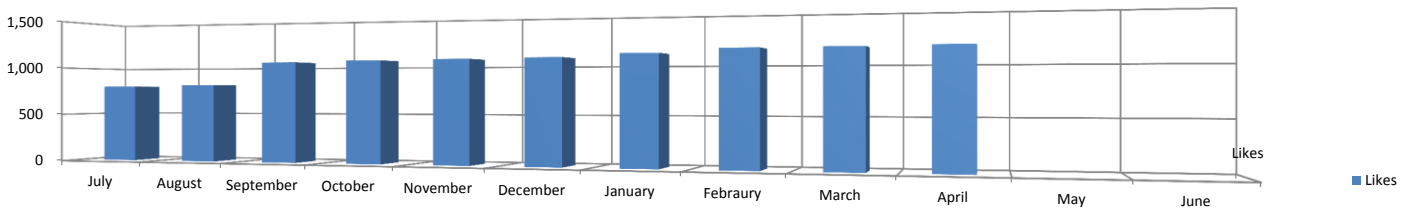


	July	August	September	October	November	December	January	February	March	April	May	June
FY18	2	1	5	5	4	4	5	1	2	2		
FY17	2	10	9	9	8	3	5	5	6	3	3	8

Notes:

Social Media Reports

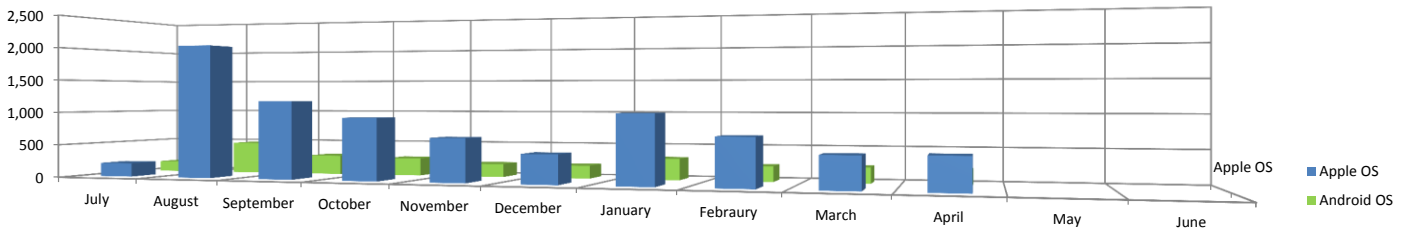
Facebook



	July	August	September	October	November	December	January	February	March	April	May	June
Likes	799	814	1,051	1,065	1,074	1,084	1,118	1,161	1,165	1,175		

Notes:

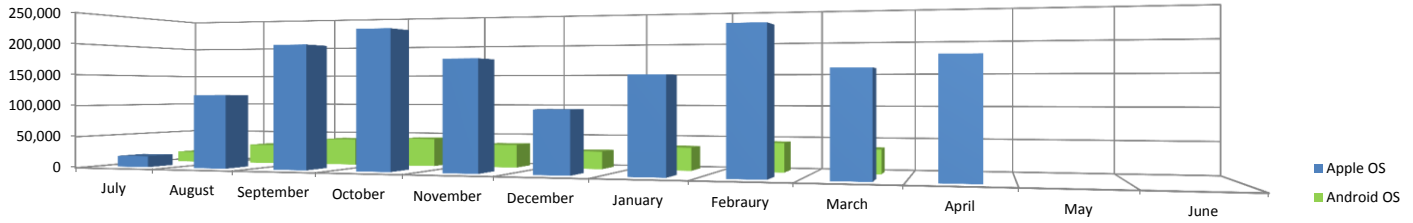
App Downloads



	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS	205	2,024	1,171	930	646	432	1,013	704	473	485		
Android OS	159	480	291	267	198	194	317	229	235	217		

Notes:

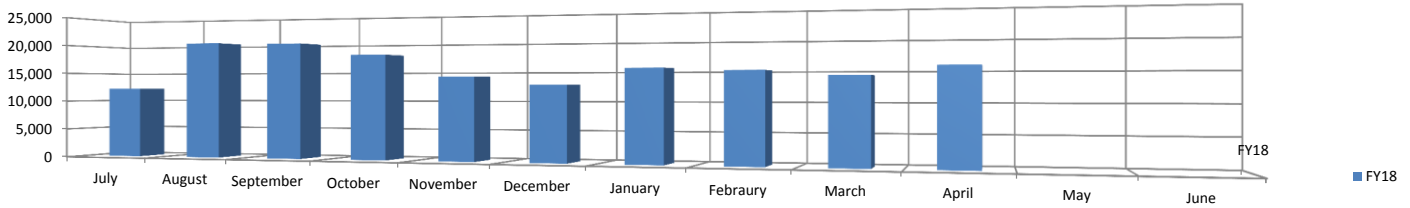
App Sessions



	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS	17,548	117,128	196,292	219,581	172,574	96,626	147,747	219,690	156,082	174,054		
Android OS	17,064	30,925	42,162	44,588	36,593	27,651	35,903	44,877	37,116	37,209		

Notes:

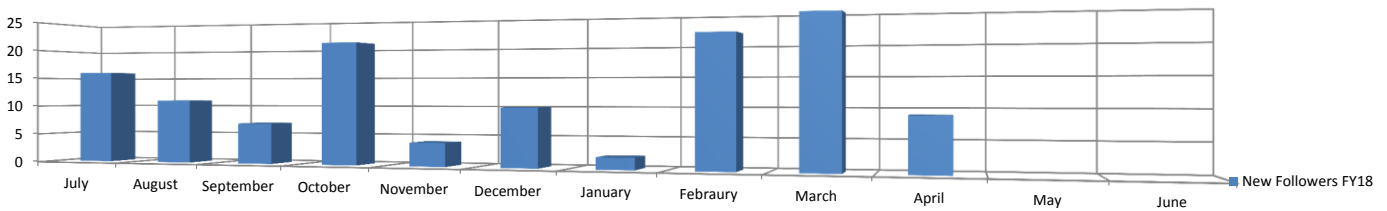
Website Traffic



	July	August	September	October	November	December	January	February	March	April	May	June
FY18	12,200	20,312	20,122	18,048	14,288	12,909	15,634	15,208	14,380	15,877		

Notes:

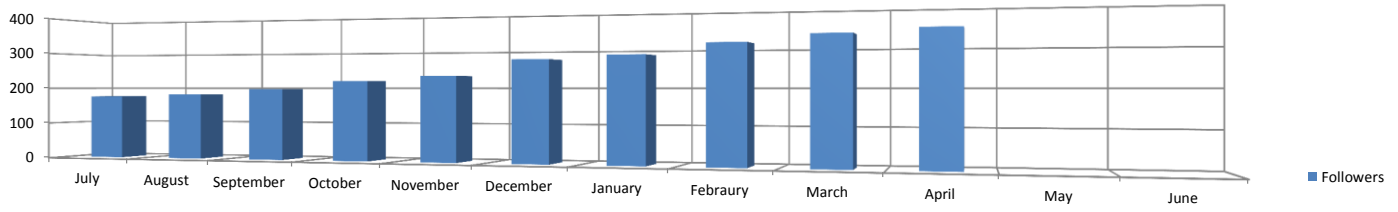
Twitter



	July	August	September	October	November	December	January	February	March	April	May	June
New Followers FY18	16	11	7	21	4	10	2	22	25	9		

Notes:

Instagram



	July	August	September	October	November	December	January	February	March	April	May	June
Followers	176	182	197	220	233	276	287	316	336	348		

Notes:

Statistics	Apr 18				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit								
Green	25,785	7,885	803	32.11	8.6%	-18.2%	1.7%	6.8%
Red	27,620	13,878	1,293	21.36	-1.0%	0.7%	0.2%	-1.3%
Lime	29,052	14,810	1,317	22.06	27.4%	-0.6%	-1.4%	29.2%
Teal	-	-	-	-	-100.0%	-100.0%	-100.0%	-
Aqua	6,714	2,783	199	33.74	4.7%	0.5%	-33.7%	57.9%
Orange	3,943	4,892	374	10.54	-24.5%	6.2%	2.0%	-25.9%
Gold	5,290	4,896	403	13.14	-29.5%	-10.6%	-6.4%	-24.6%
Purple	9,567	11,033	757	12.64	-24.0%	-27.1%	-43.1%	33.6%
Blue	4,175	4,438	388	10.75	8.9%	-0.2%	1.4%	7.3%
Brown	4,927	5,223	455	10.82	-4.6%	3.1%	1.3%	-5.8%
Tan	6,094	8,155	661	9.22	2.1%	0.3%	-1.5%	3.6%
Pink	5,624	3,770	380	14.80	-23.2%	0.3%	-5.0%	-19.2%
Yellow	16,069	9,143	610	26.36	-23.8%	40.5%	30.9%	-41.8%
Olive	3,344	4,357	431	7.76	-3.1%	1.2%	8.4%	-10.6%
Redbird	59,241	7,685	711	83.35	-25.5%	11.6%	-2.7%	-23.4%
Ntripper	-	-	-	-	-100.0%	-100.0%	-100.0%	-
Btripper	-	-	-	-	-100.0%	-100.0%	-100.0%	-
Silver	6345	7348.62	580	10.94				
Total Fixed Route	213,790	110,297	9,361	22.84	-10.0%	-0.9%	-5.0%	-5.3%
Demand Response								
Connect Mobility	8,493	33,752	2,700	3.15	16.3%	7.4%	16.3%	0.0%
Connect Late Night								
Total Demand Response	8,493	33,752	2,700	3.15	16.3%	7.4%	16.3%	0.0%
SYSTEM TOTALS	222,283	144,049	12,061	18.43	-9.2%	1.0%	-1.0%	-8.4%



Statistics	YTD 18				YTD 17				% 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 A (2 buses)	-	-	-	#DIV/0!	28,698	14,977	1,087	26.41	-100.0%	-100.0%	-100.0%	#DIV/0!
Red B (2 buses)	-	-	-	#DIV/0!	21,510	13,925	1,087	19.79	-100.0%	-100.0%	-100.0%	#DIV/0!
Purple C (2 buses)	-	-	-	#DIV/0!	19,076	12,779	1,056	18.07	-100.0%	-100.0%	-100.0%	#DIV/0!
Pink D (1 bus)	-	-	-	#DIV/0!	10,084	6,720	511	19.73	-100.0%	-100.0%	-100.0%	#DIV/0!
Blue E (1 bus)	-	-	-	#DIV/0!	9,310	7,484	550	16.92	-100.0%	-100.0%	-100.0%	#DIV/0!
Brown F (2 buses)	-	-	-	#DIV/0!	15,014	14,781	1,117	13.44	-100.0%	-100.0%	-100.0%	#DIV/0!
Yellow G (2 buses)	-	-	-	#DIV/0!	23,239	15,395	1,117	20.81	-100.0%	-100.0%	-100.0%	#DIV/0!
Orange H (2 buses)	-	-	-	#DIV/0!	21,238	14,391	1,101	19.28	-100.0%	-100.0%	-100.0%	#DIV/0!
Lime I (2 buses)	-	-	-	#DIV/0!	27,268	18,926	1,110	24.57	-100.0%	-100.0%	-100.0%	#DIV/0!
Teal J (1 bus)	-	-	-	#DIV/0!	7,148	8,672	496	14.41	-100.0%	-100.0%	-100.0%	#DIV/0!
Aqua K (1 bus)	-	-	-	#DIV/0!	13,359	8,825	555	24.07	-100.0%	-100.0%	-100.0%	#DIV/0!
HCC Express (1 bus) (NCI/WS)	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
ISU Tri Towers (2 buses)	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
ISU College Station (2 buses)	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Nite Ride (3 buses)	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Green	218,617	82,243	7,910	27.64	165,522	83,591	6,827	24.25	32.1%	-1.6%	15.9%	14.0%
Red	273,299	138,486	12,927	21.14	228,233	118,237	11,085	20.59	19.7%	17.1%	16.6%	2.7%
Lime	263,816	148,649	13,220	19.96	181,786	128,096	11,475	15.84	45.1%	16.0%	15.2%	26.0%
Teal	10,461	13,139	1,178	8.88	37,935	42,147	4,000	9.48	-72.4%	-68.8%	-70.6%	-6.3%
Aqua	63,715	27,954	2,258	28.21	51,305	24,032	2,587	19.84	24.2%	16.3%	-12.7%	42.2%
Orange	40,981	48,399	3,738	10.96	41,279	40,180	3,200	12.90	-0.7%	20.5%	16.8%	-15.0%
Gold	55,169	49,354	4,085	13.51	54,229	44,696	3,698	14.67	1.7%	10.4%	10.5%	-7.9%
Purple	109,505	121,418	9,075	12.07	101,559	131,968	11,634	8.73	7.8%	-8.0%	-22.0%	38.2%
Blue	43,734	44,601	3,887	11.25	34,657	38,868	3,348	10.35	26.2%	14.7%	16.1%	8.7%
Brown	52,885	52,019	4,558	11.60	42,534	44,201	3,923	10.84	24.3%	17.7%	16.2%	7.0%
Tan	62,008	81,618	6,653	9.32	48,046	70,777	5,558	8.64	29.1%	15.3%	19.7%	7.8%
Pink	58,962	38,100	3,887	15.17	64,805	32,749	3,482	18.61	-9.0%	16.3%	11.6%	-18.5%
Yellow	153,096	82,365	5,543	27.62	145,419	55,069	3,936	36.95	5.3%	49.6%	40.8%	-25.2%
Olive	36,755	43,643	4,235	8.68	30,895	37,225	3,533	8.75	19.0%	17.2%	19.9%	-0.8%
Redbird	440,668	59,419	5,641	78.12	475,414	55,883	5,932	80.15	-7.3%	6.3%	-4.9%	-2.5%
Ntripper	270	711	41	6.55	1,142	2,829	176	6.51	-76.4%	-74.9%	-76.5%	0.6%
Btripper	621	1,412	83	7.53	855	5,957	349	2.45	-27.4%	-76.3%	-76.4%	207.3%
Silver	45177	54905.76	4335.55	10.42	0	0	0					
Total Fixed Route	1,929,739	1,088,436	93,252	20.69	1,901,559	1,093,380	94,526	20.12	1.5%	-0.5%	-1.3%	2.9%
Demand Response												
Connect Mobility	74,219	302,187	24,796	2.99	68,908	290,555	22,982	3.00	7.7%	4.0%	7.9%	-0.2%
Connect Late Night	-	-	-	#DIV/0!	577	2,984	212	2.72	-100.0%	-100.0%	-100.0%	#DIV/0!
Total Demand Response	74,219	302,187	24,796	2.99	69,485	293,539	23,194	3.00	6.8%	2.9%	6.9%	-0.1%
SYSTEM TOTALS	2,003,958	1,390,623	118,048	16.98	1,971,044	1,386,919	117,720	16.74	1.7%	0.3%	0.3%	1.4%

Premium Service Overview from April 2018.

Completed Trips	Individuals	Direct Miles	Direct Hours	Fare Collected
494	27	2,731	110	\$1,581

Premium Service Overview from Sept 2017 to Apr 2018.

Completed Trips	Individuals	Direct Miles	Direct Hours	Fare Collected
3485	30	18,602	757	\$11,197



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Federal Update for Connect Transit
Prepared by Cardinal Infrastructure
May 15, 2018

Fiscal Year 2019 Budget Hearing

The House Appropriations Subcommittee on Transportation, Housing and Urban Development held a hearing on the Fiscal Year (FY) 2019 budget for the Federal Transit Administration (FTA), Federal Highway Administration (FHWA), and Maritime Administrations (MARAD). The FTA Acting Administrator Jane Williams was joined by MARAD Administrator, Rear Admiral Mark H. Buzby, and FHWA Acting Administrator Brandye Hendrickson.

Chairman Diaz-Balart (R-FL) remarked that the President's FY 19 budget request is outdated, as it was developed before the recent bipartisan budget deal to lift non-defense discretionary caps; and that witnesses would likely not see support from the committee for cuts to U.S. Department of Transportation (US DOT) programs, as had been proposed by the President.

Acting Administrator Williams discussed the FY 19 budget request and how the agency continues to encourage creative financing mechanisms to capture the value of transit investments – FTA will continue to promote innovative business models with safety, reliability, and efficiency in mind. A majority of the hearing was focused on the Capital Investment Grants (CIG) program. On CIG, Williams said, that "FTA will follow the letter of the law" and continue to work with project sponsors. Williams remarked that "FTA is ensuring they are good stewards of the taxpayer dollar and only put out the very best transit projects [they] can."

White House Rescission Requests

Following enactment of the FY18 Omnibus appropriations Act that was signed into law on March 23rd, some House members have expressed regret about increases in domestic spending. This follows the President's expressed reservations about the total cost of the bill. As a result, the White House released a \$15.4 billion rescission request to Congress which targets unspent funds in the Departments of Agriculture, Commerce, Energy, Health and Human Services, Housing and Urban Development, Justice, Labor, State, Transportation, and the Treasury.

In the Administration's first rescission request, there is no impact to CIG funding or FY 18 appropriations; however, it does propose \$131.15 million in rescissions from unobligated balances and the Appalachian Development Highway System under FHWA, and \$46.56 million of unobligated balances available for Transit Formula Grants from FY 05 and earlier.

Congressman Rodney Davis, along with several other sponsors, introduced H.R. 3, Spending Cuts to Expired and Unnecessary Programs Act, which reflects the Administration's request. Assuming enactment by the end of June 2018, the Congressional Budget Office estimates that the provisions of H.R. 3 would reduce budget authority by approximately \$15 billion and outlays by \$1 billion over the 2018-2028 period.

Additional rescission requests targeting non-defense discretionary spending are being considered, including funds from FY 18 appropriations. The House could support the current request but this would be less likely in the Senate. Although Senate Majority Leader Mitch McConnell has stated that the

existing request would be considered should it pass the House, if a subsequent request were to include FY 18 appropriations, McConnell has said the passage of such a request would hurt future budget negotiations with Democrats.

FTA Administrator Nomination Hearing

The Senate Banking, Housing, and Urban Affairs Committee held a nomination hearing for Thelma Drake to be the Administrator of FTA. Drake opened her remarks by saying her top priorities are: 1) safety to transit systems and the traveling public, 2) infrastructure support and investment, and 3) preparing for the future through innovation. Most likely by design, Drake did not commit to any specific request from the Senators, regarding projects or specific funding - only noting that she looks forward to working with them and will seek additional information if confirmed. She said she was committed to treat all projects fairly and in compliance with the law.

Chairman Crapo (R-ID) questioned Drake on her views towards how regulations might affect rural transit industries, to which she responded that she has direct experience working with rural industries and plans on treating all projects fairly and with compliance to the law. Most likely by design, Drake did not commit to any specific request from the Senator's, regarding projects or specific funding - only noting that she looks forward to working with them and will seek additional information if confirmed. She committed to treat all projects fairly and in compliance with the law.

Ranking Member Brown (D-OH) expressed concerns about Drake's commitment to ensuring at least 20% of the Highway Trust Fund is allocated to transit and addressing the low percentage of TIGER grants awarded to transit projects. Drake said that this is not a commitment she can make at this time, as she does not have information about the FTA's current decision-making progress and would need to hear more discussion.

Senator Menendez (D-NJ) remarked that due to inadequate and inconsistent answers to his questions about federal funding for transit programs, particularly the NY-NJ Gateway project, he intends to place a hold Drake's nomination.

Senate Banking Committee Advances Thelma Drake

The Senate Banking, Housing and Urban Affairs Committee advanced the nomination of Thelma Drake to be Administrator of the FTA. Though there were voice votes on other nominees, there was a roll call vote on Thelma Drake. On a 24-1 vote, Senator Menendez (D-NJ) was the only no vote.

Prior to roll call, Ranking Member Brown (D-OH) said he would vote to approve all nominees but mentioned that Drake's success, if confirmed, would be determined by working with the committee to pass a bipartisan infrastructure package with a robust transportation program. He noted that Drake could have offered the committee a stronger commitment on transit funding and that the US DOT urgently needs a transportation safety advocate.

Following the vote, Senator Menendez made a statement on the Gateway Project, stating, "Drake's answers to my questions were insufficient...I can't vote for her nomination until her and [US DOT] show better faith in working with us to move Gateway forward...I hope that we are not down the path of making political decisions on critical infrastructure for the country."

FTA Apportionment Notice

FTA posted its apportionment notice covering \$13.4 billion in FY 18 funding. The funding reflects an overall increase of 8% from FY 17 levels; including a 78% increase in the Bus and Bus Facilities Infrastructure Grant program. In the FY 18 Section 5309 CIG allocation, the FTA notes (and the Administration mentioned in its FY 18 and FY 19 budget) it is only allocating funding to CIG projects with executed full-funding grant agreements. The total allocated among existing grant agreements is \$1.295 B leaving \$1.328 B to be allocated. A footnote at the base of the table says that FTA is “reviewing the [FY 18 Omnibus appropriations Act] and related report text and *will publish additional [FY 18 CIG] allocations in the future*”.

Low or No Emission Program

FTA announced the availability of \$84.45 million for the 2018 Low or No Emission Program (Low-No). Applications are due by **June 18, 2018**. Although \$55 million is authorized, the FY 18 Omnibus appropriated an additional \$29.45 million. As noted in the NOFO, additional consideration will be given to those projects that propose a larger local cost share. Furthermore, after applying the statutory criteria, the FTA Administrator will consider the extent to which the proposal: “supports economic vitality at the national and regional level; utilizes alternative funding sources and innovative financing models to attract non-federal sources of infrastructure investment; accounts for the life-cycle costs of the project to promote the state of good repair; and uses innovative approaches to improve safety and expedite project delivery.”

BUILD Program

US DOT published a notice of funding opportunity (NOFO) for \$1.5 billion in discretionary grant funding through the Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program which replaces the Transportation Investment Generating Economic Recovery (TIGER) program. Applications must be submitted by **July 19, 2018**.

The NOFO, in addition to previous reports by US DOT personnel, discusses the priorities for rural, road, and freight projects. The FY 18 Omnibus appropriations Act increased the rural set-aside to 30%. Although the NOFO includes a section on new transportation revenue and evaluating the applicant’s ability to generate new non-federal revenue; it will not use federal share as a merit criterion (as required by the FY 18 Omnibus). The NOFO also elevated innovation as a primary selection criterion which includes innovative technologies, project delivery, and financing.

Senator Susan Collins (R-ME), Chairman of the Appropriations Subcommittee on Transportation-HUD and Senator Jack Reed (D-RI), Ranking Member, sent a letter to Secretary Chao on the BUILD NOFO expressing bipartisan concern over the Department's inclusion "of non-federal revenue for transportation infrastructure investment as a merit criterion in evaluating applications." The letter mentions concern over the "look back" provision which "benefits areas that have generated non-federal revenue since January 1, 2015" but "punishes" states that raised their revenues prior to that time, as well as the use of innovative financing mechanisms which some states currently prohibit.

Strategic Research Transit Automation Plan

FTA released the final version of its Strategic Research Transit Automation (STAR) Plan. The STAR plan outlines an FTA research agenda for transit bus automation over five years. The STAR plan work areas include: enabling research; integrated demonstrations; strategic partnerships; stakeholder engagement, knowledge transfer, and technical assistance. This plan establishes a detailed research and demonstration framework to move the transit industry forward, specifically as it relates to conducting

enabling research, identifying and resolving barriers to deployment, leveraging technologies from other sectors, demonstrating market ready technologies, and transferring knowledge to the transit stakeholder community.

Over the next year, FTA intends to review established laws, regulations, and policies that might delay or otherwise prevent the deployment of transit bus automation systems. In 2019, the FTA then intends to implement the recommendations from the Automation Policy Review conducted through the remainder of 2018 and develop input to Congress on recommended changes for consideration in developing the next surface transportation bill.

FHWA Advanced Transportation Technologies Grants

The FHWA announced \$60 million in Advanced Transportation and Congestion Management Technologies Deployment Program (ATCMTD) grants. Grant recipients may use funds under this program to deploy advanced transportation and congestion management technologies, including but not limited to, advanced transportation management technologies; advanced public transportation systems; technologies associated with autonomous vehicles, and other collision avoidance technologies; and advanced mobility and access technologies, such as dynamic ridesharing and information systems to support human services for elderly and disabled individuals. The award ceiling is \$12 million with applications due by **June 18, 2018**.



**PLACE HOLDER FOR
RECOMMENDATION OF PROPERTY AND CASUALTY
INSURANCE**



MEMO

DATE: March 28, 2018
TO: Board of Trustees
FROM: Julie Dockham, HR Director
SUBJECT: FY 2019 Health Insurance, Life/AD&D, and Short Term Disability Renewal

RECOMMENDATION: That the contract with Connect Transit's current provider, Blue Cross Blue Shield of Illinois (BCBS), be approved.

BACKGROUND: The current health insurance policy with BCBS is set to renew July 1, 2018. Employees will maintain the choice of three (3) plans: MPP83436, MPEQ1Z07 or MPP9383C.

1. **The MPP83436:** This plan has a \$1,000 individual deductible and a \$3,000 family deductible. This plan offers 80% coinsurance.
 - a. **CHANGES:** The only plan change is to Diagnostic Lab & X-Ray from 80% after deductible to a \$30 PCP/\$50 SPC copay.
2. **The MPP9383C:** This plan has a \$1,500 individual deductible and a \$4,500 family deductible. This plan offers 80% coinsurance.
 - a. **CHANGES:** No changes made to this plan.
3. **The MPEQ1Z07:** This plan is a high deductible HSA. This plan offers a \$2,700 individual and a \$5,400 family deductible. 100% coinsurance is offered with this plan once the deductible is met. Connect Transit will contribute \$1,200 annually to the HSA per employee.
 - a. **CHANGES:** Per IRS guidelines the individual deductible increased from \$2,600 to \$2,700 and the family deductible increased from \$5,200 to \$5,400.

FINANCIAL IMPACT: The total cost increase will not be known until final underwriting and employee selections are made, but we are anticipating a 5.5% increase from the 2017-2018 renewal, if employee elections remain static and no changes occur during binding.

We are also anticipating a 3.5% increase in our Life/AD&D and a 1.7% increase in our Short Term Disability benefits from the 2017-2018 renewal.



May 22, 2018

TO: Board of Trustees

FROM: Martin Glaze, Transit Operations Manager

Subject: Recommendation to Approve Connect Mobility No-Show and Late Cancellation Policy

RECOMMENDATION: That the Connect Transit No-Show Policy be approved and adopted.

DISCUSSION: The U.S. Department of Transportation (DOT) Americans with Disabilities Act (ADA) regulation allows transit agencies to suspend, for a reasonable period of time, the provision of paratransit service to riders who establish a pattern or practice of missing scheduled trips, also known as no-shows. In permitting suspensions, the DOT ADA regulation acknowledges that paratransit riders who repeatedly fail to appear for their prearranged rides can have a detrimental effect on operational efficiency, cost, and the quality of the service for other riders.

Staff developed the proposed policy based on guidance from the Federal Transit Administration (FTA), ADA, Great Plains ADA Center and in accordance with accepted policies at peer transit agencies.

To garner feedback, four (4) public engagement sessions were held as well as a Facebook Live event. The Connect Transit Advisory Committee (CTAC) and LIFE CIL were also asked to review the policy. No change in the initial proposal was needed from the feedback provided.

If the Connect Board of Trustees approves the Connect Mobility No-Show and Late Cancellation Policy, staff will send letters to Connect Mobility customers informing them of the policy and date of change. A soft roll-out of the policy will begin June 1, 2018 and be informational only; violations would not begin until July 1, 2018.



Connect Mobility No-Show Policy

Effective Date: 6/1/2018

Policy

To improve efficiency and reduce wasted resources on no-shows and cancellations, and reinvest them into the service, to create a higher quality and a more effective customer focused service.

No-shows are recorded each time a paratransit rider makes a late cancellation, forgets to cancel, declines their trip at the door, or is not available for pick-up for their scheduled trips.

Definitions:

No-show

- A no-show occurs when a rider fails to appear to board the vehicle for a scheduled trip. This includes being ready and boarding the vehicle within five (5) minutes of the arrival of the vehicle, as long as the driver arrives within the thirty (30) minute window.

Cancellation at the Door

- This is when the vehicle arrives at the pick-up location for a specific scheduled trip within the thirty (30) minute window and the customer (or customer's representative) notifies the driver that they no longer need the scheduled trip. These are also considered no-shows.

Late Cancellation

- A late cancellation is defined as either: a cancellation made less than one hour before the scheduled pickup time, a cancellation at the door, or a refusal to board a vehicle that has arrived within the pickup window. Late cancellations will be treated as no-shows.



Notes on Cancellations

- The driver is not responsible for cancelling any other trips booked for that day.
- Every trip (including returns) should be cancelled individually.
- When a rider is a no-show for one trip, all subsequent trips on that day remain on the schedule unless the rider specifically cancels the trips. To avoid multiple no-shows on the same day, riders are strongly encouraged to cancel any subsequent trips they no longer need that day.
- In addition to calling and cancelling trips, a rider may use our online portal to access a list of their scheduled trips, and cancel them as well.

Connect Transit does not count no-shows, late cancellations, or any missed trips due to our error, such as:

- Trips placed on the schedule in error
- Pickups scheduled at the wrong pickup location
- Drivers arriving and departing before the pickup window begins
- Drivers arriving late (after the end of the pickup window)
- Drivers arriving within the pickup window, but departing without waiting the required 5 minutes

Connect Transit does not count as no-shows (or late cancellations) situations beyond a rider's control that prevent the rider from notifying us that the trip cannot be taken, such as:

- Medical emergency
- Family emergency
- Sudden illness or change in condition
- Appointment that runs unexpectedly late without sufficient notice

Riders should contact Connect Transit using the Connect Mobility number (309)828-7511 when experiencing no-shows or late cancellations due to circumstances beyond their control.



Suspension Progression for a Pattern or Practice of Excessive No-shows and Late Cancellations

Connect Transit will check no-shows on a monthly basis.

- Each month, the number of no-shows and late cancellations are added together. If the monthly total is five {5} or more and represents at least five {5} percent of the riders trips for the month, the rider is in violation of the no-show policy.
- Connect Transit will calculate each months trips separately.

Penalties are as follows:

- 1st month in violation = warning letter
- 2nd month in violation = 5 day suspension
- 3rd month in violation = 10 day suspension
- 4th month violation = 15 day suspension and cancelation of subscription service
- Suspensions will continue to increase in five day increments, not to exceed 30 days.

All suspension notices include a copy of this policy, a list of the no-show/late cancellation dates, information on how to dispute no show/late cancellation dates , and how to appeal suspensions.

Violation history covers a 12 month period (July 1 - June 30)

Disputing Specific No-Shows or Late Cancellations

Riders wishing to dispute specific no-show or late cancelations must do so within ten {10} business days of receiving suspension letters. Riders should contact Connect Mobility at 309-828-7511, Sunday through Saturday from 8:00am to 5:00pm to explain the circumstance, and request the removal of the no-show or late cancellation.

Appealing Proposed Suspension



Riders wishing to appeal suspension under this policy have the right to file an appeal request, which must be in writing by letter or via email. Riders must submit written appeal requests within fifteen (15) business days of receiving suspension letters. Riders who miss the appeal request deadline will be suspended from Connect Mobility on the date listed on the suspension notice. All suspension appeals follow Connect Transit's appeal policy.



MEMO

May 22, 2018

TO: Board of Trustees

FROM: Patrick Kuebrich, Finance Director

Subject: Section 5305 Grant application for Alternative site analysis, architecture, and engineering of the downtown Bloomington transfer center

RECOMMENDATION: That the Resolution authorizing the application for a \$250,000.00 Transit Statewide/Non-Metropolitan Planning – Federal Sec 5305(e) grant under the Illinois Department of Transportation's (IDOT) general authority to make such Grants be adopted.

BACKGROUND: Through the Federal Transit Administration and IDOT's Transit Statewide/Non-Metropolitan Planning – Federal Sec 5305(e) grant, Connect Transit is eligible to apply for grant funding to help plan for a downtown facility by evaluating available locations for development and by creating conceptual renderings for transit and multi-modal facilities on the site to include sheltered waiting areas, a customer service/ticket vending kiosk, dedicated saw tooth bus bays, and/or sustainable development features, and help design bus routes for the new transfer location. It would also provide Connect Transit with an estimated budget and timeline for construction the facility. Staff recommends that the Board approve the application and adopt the Resolution for the Grant application for alternative site analysis, architecture, and engineering of the downtown Bloomington transfer center.

FINANCIAL IMPACT: Connect Transit will not have to contribute any local funds for the IDOT Section 5305 grant.

AUTHORIZING RESOLUTION

I, Mike McCurdy, do hereby certify that I am the fully qualified and acting Chairman of the Board of Trustees of the Bloomington-Normal Public Transit System and the Bloomington-Normal Public Transit System's keeper of the seal, records, and files.

I also certify that the Bloomington-Normal Public Transit System's Board of Trustees adopted a resolution in full accordance and conformity with its by-laws and the statutes of the State of Illinois, as made and provided at a duly constituted and legally convened meeting held on the May 22, 2018. The following is a full, complete, and true copy of the aforementioned resolution's pertinent provisions:

BE IT RESOLVED, by the Board of Trustees of the Bloomington-Normal Public Transit System :

1. That an application has been made to the Illinois Department of Transportation's (IDOT's) Division of Public and Intermodal Transportation, for a grant to help Bloomington-Normal Public Transit System plan for a downtown facility by evaluating available locations for development and by creating conceptual renderings for transit and multi-modal facilities on the site to include sheltered waiting areas, a customer service/ticket vending kiosk, dedicated saw tooth bus bays, and/or sustainable development features, and help design bus routes for the new transfer location. It would also provide Bloomington-Normal Public Transit System with an estimated budget and timeline for constructing the facility;
2. That Mike McCurdy, Chairman of the Board of Trustees of the Bloomington-Normal Public Transit System, is hereby authorized and directed to apply for and execute a technical assistance grant contract on behalf of Bloomington-Normal Public Transit System; and
3. That Mike McCurdy, Chairman of the Board of Trustees of the Bloomington-Normal Public Transit System, is hereby authorized to provide such information and file such documents as may be required to receive and have work performed under this grant contract.

I further certify that the original of the aforementioned Resolution is on file in the records of the Bloomington-Normal Public Transit System in my custody.

I do further certify that the foregoing Resolution remains in full force and effect and has not been rescinded, amended, or altered in any manner since the date of its adoption.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and the seal of the Bloomington-Normal Public Transit System this May 22, 2018.

Chairman Board of Trustees



MEMO

May 22, 2018

TO: Board of Trustees

FROM: Patrick Kuebrich, Finance Director

Subject: Grant application for the purchase of Six (6) Demand Response Vehicles

RECOMMENDATION: That the Resolution authorizing the application for a Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's (IDOT) general authority to make such Grants be adopted.

BACKGROUND: Through the Federal Transit Administration and IDOT's Consolidated Vehicle Procurement Program, Connect Transit is eligible to apply for grant funding for the purchase of six (6) demand response vehicles. As part of the application process, Connect Transit must adopt a Resolution ensuring that Connect Transit is eligible to apply, and that the application's purpose is to offset capital costs of purchasing the vehicles. Staff recommends that the Board approve the application and adopt the Resolution for the purchase of six (6) demand response vehicles.

FINANCIAL IMPACT: Connect Transit will not have to contribute any local funds for six (6) demand response vehicles.



Appendix D
Governing Board Resolution Sample Language

Resolution

No. 2018-001

Resolution authorizing application for a Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's general authority to make such Grants.

WHEREAS, The provision and improvement of public transportation facilities is essential to the development of a safe, efficient, functional public transportation system; and

WHEREAS, The Illinois Department of Transportation has the authority to make such Grants and makes funds available to offset certain capital costs of a private non-profit, general public transportation system or an IDOT Certified Public Provider transportation system providing specialized paratransit service; and

WHEREAS, Grants for said funds will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE Bloomington-Normal Public Transit System:

Section 1. That an application be made to the Division of Public and Intermodal Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under the Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting certain public transportation facility capital costs of Bloomington-Normal Public Transit System.

Section 2. That Mike McCurdy of the Bloomington-Normal Public Transit System is hereby authorized and directed to execute and file on behalf of the Bloomington-Normal Public Transit System such application.

Section 3. That the Mike McCurdy of the Bloomington-Normal Public Transit System is authorized to furnish such additional information as may be required by the Division of Public and Intermodal Transportation in connection with the aforesaid application for said Grant.

Section 4. That Mike McCurdy of the Bloomington-Normal Public Transit System is hereby authorized and directed to execute and file on behalf of the Bloomington-Normal Public Transit System all required Grant Agreements with the Illinois Department of Transportation.

PRESENT and ADOPTED the 22nd day of May, 20 18

(Signature of Official)

ATTEST:

Chairman

Secretary

Title

Title