



## Connect Transit

### AGENDA

#### Annual Meeting of the Board of Trustees

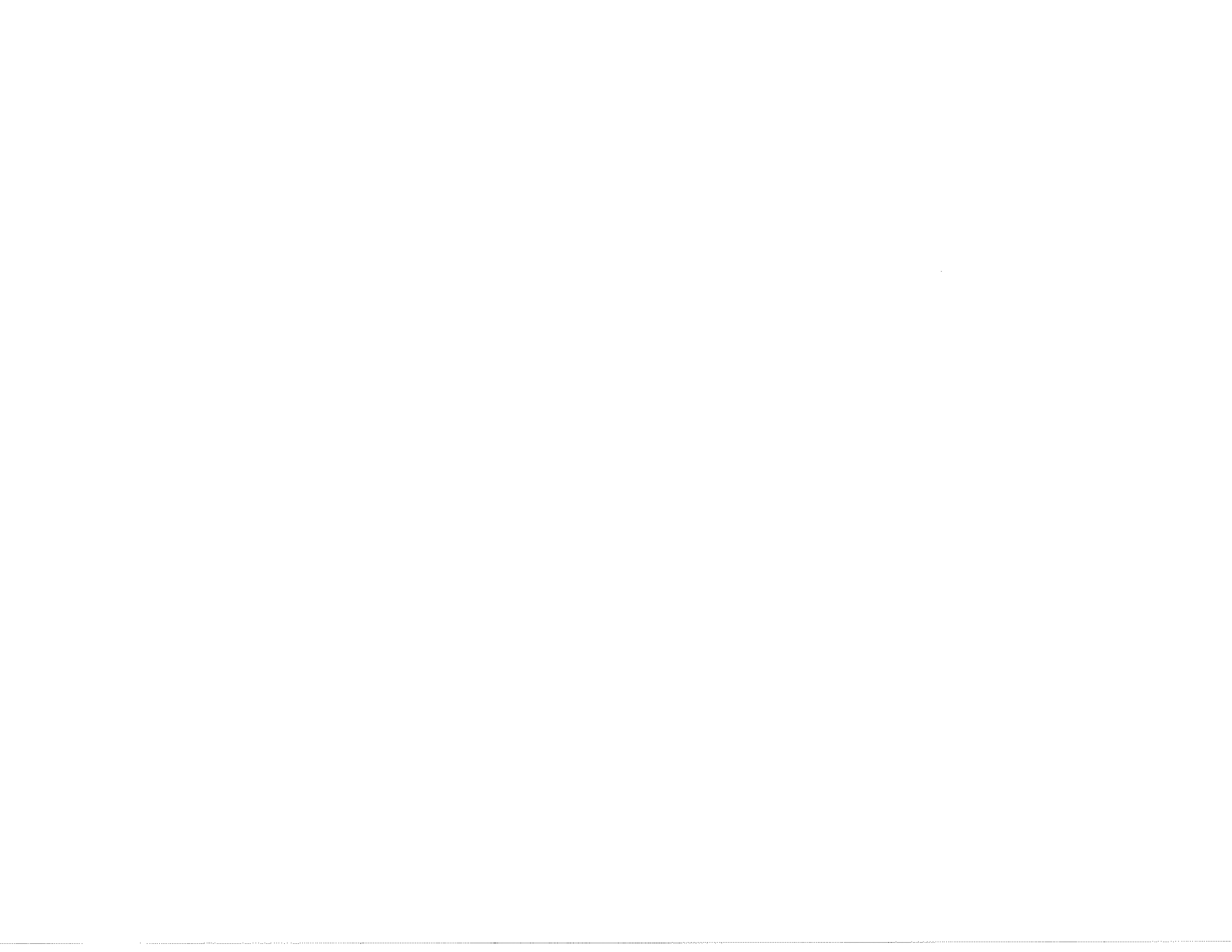
March 26, 2013

4:30 PM

Board Room  
Connect Transit Facility  
351 Wylie Drive, Normal, IL

*"We are the best choice for moving people in our community"*

- A. Call to Order Annual Meeting for the purpose of election of new officers
- B. Roll Call
- C. Receive nominations for the following offices:
  - Chairman
  - Vice-Chairman
  - Secretary
- D. Close nominations
- E. Election of Officers (all offices become effective July 1, 2013)
- F. Adjournment of Annual Meeting  
(The Regular March meeting of the Board of Trustees immediately follows the Annual Meeting)





## Connect Transit

**connect**

**T R A N S I T**

### AGENDA

Meeting of the Board of Trustees

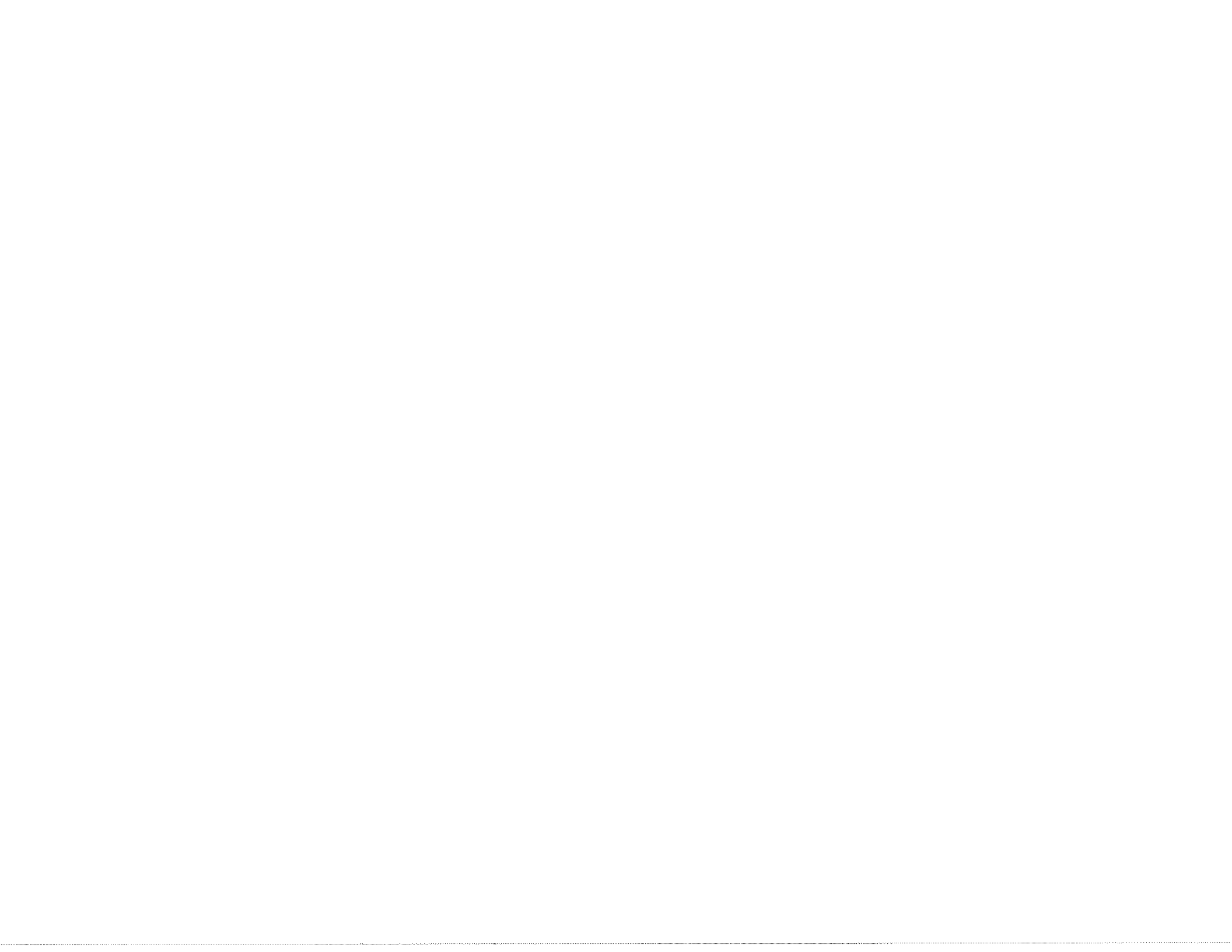
March 26, 2013

4:45 PM

Board Room  
Connect Transit Facility  
351 Wylie Drive, Normal, IL

*"We are the best choice for moving people in our community"*

- A. Call to Order
- B. Roll Call
- C. Request for Executive Session to Discuss Personnel Matters
- D. Public Comments
- E. Approval of Minutes of Previous Special Meeting, January 12, 2013 (Page 1) and Previous Regular Meeting, February 26, 2013 (Page 9)
- F. Items Removed From Consent Agenda
- G. Consent Agenda
  - a. Review and Approve March Disbursements (Page 17)
  - b. Review and Approve January Financial Statements (Page 21)
  - c. Review and Receive February Monthly Ridership Report (Page 33)
- H. Old Business
- I. New Business
  - a. Review and Approve Corporate Insurance Renewals (Page 37)



- b. Review and Approve Engine and Transmission Replacements (Page 39)
- c. Review and Approve Cable Advertising Program (Page 41)
- d. Review and Approve Cash Farm Lease (Page 51)
- e. Review Transit System By-Laws Update (Separate Cover)

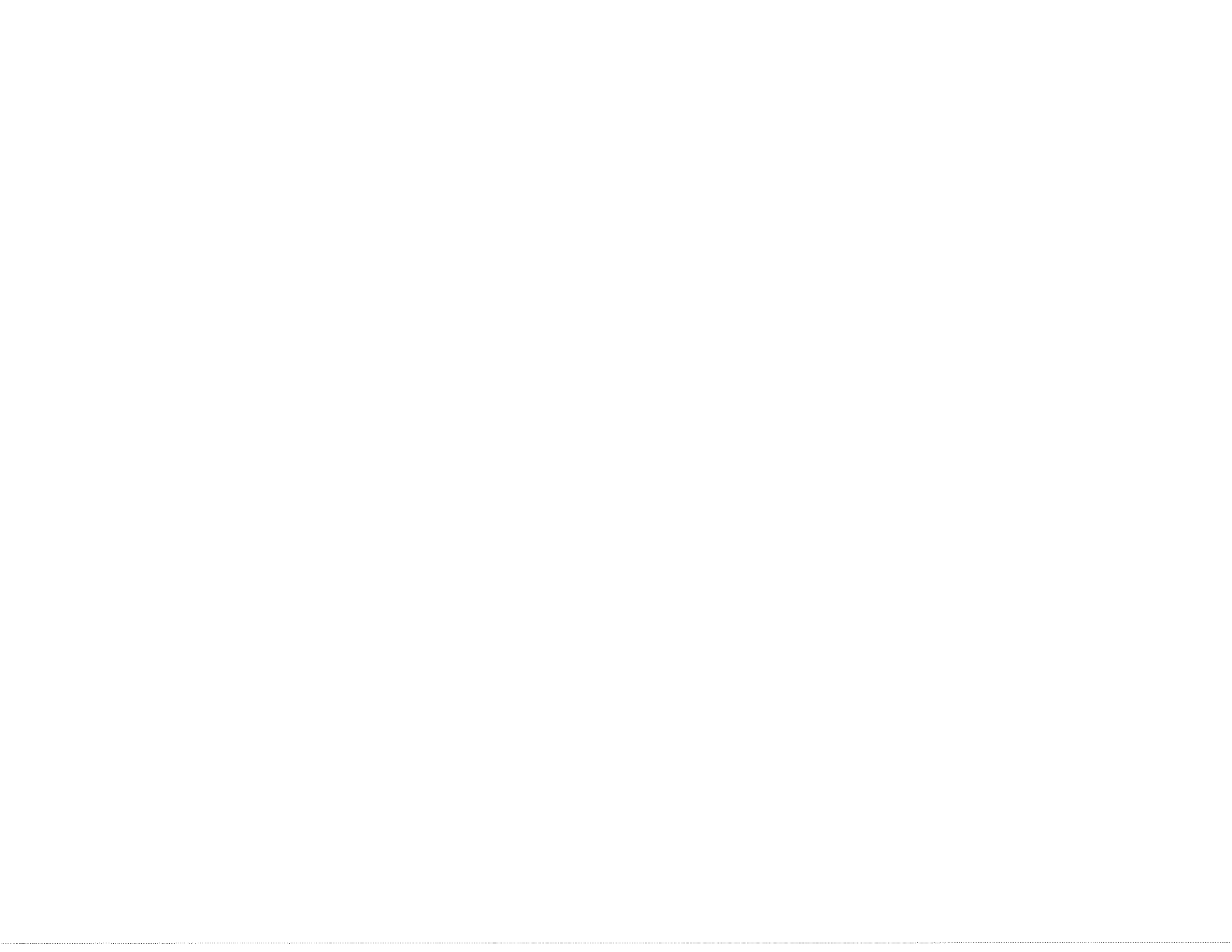
J. General Manager's Report

- a. Legislative Conference Report
- b. Used Bus Purchase Update
- c. New Bus Purchase Update

K. Correspondence and Media (Page 53)

L. Trustee Comments

M. Adjournment



CONNECT TRANSIT  
BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING  
January 12, 2013

The special meeting of the Board of Trustees of Connect Transit was held at the Advocate BroMenn Medical Center, Tower Building, Conference Room 20, 1304 Franklin Avenue, Normal, Illinois on January 12, 2013 at 9:30 a.m.

TRUSTEES PRESENT: Judy Buchanan, Chairman  
John Thomas, Vice Chairman  
John Bowman, Secretary  
Mike McCurdy  
Mary Caisley  
Ryan Whitehouse  
Bill Wilson

TRUSTEES ABSENT:

STAFF PRESENT: Andrew Johnson, General Manager

CITY MANAGERS: Mark Peterson, Town of Normal

OTHERS PRESENT: Charles Smith, Rider

Ms. Judy Buchanan, Chairman, resumed the meeting and asked the Trustees to look at the list of General Manager Goals which was passed out to everyone. This list was the result of the General Manager's review from the September Board meeting. Chairman Buchanan read down the list which included: transition into the proposed route restructuring, investment, technology, staff development, funding, planning, development of Board Manual (Chairman Buchanan may take on this task herself), Study Group, growing the system, reigning in labor costs, communication (internal & external), increasing visibility & community outreach, budget amendments (reducing & curtailing), and universal access. There may be more items the Trustees wish to put on the list as priorities.

Mr. John Bowman inquired if the Trustees are going to revise the mission statement. Chairman Buchanan responded yes, but not at this particular meeting. Perhaps a separate group will work on that and bring it back to the rest of the Board at a later date. Mr. Bowman continued an effective mission statement can truly guide much of what an organization does and frankly the mission statement we have now is more of a pretentious assertion than a mission statement.

Ms. Mary Caisley suggested that the group working on the new mission statement be given the supporting documents that went with the original statement. Mr. Andrew Johnson, General Manager, stated some of the staff was not completely on board with the strategic planning process at that time and his files may not be complete. If anyone has the complete copy of the records from that process he would appreciate seeing them. Mr. Johnson continued the strategic planning should be done with a facilitator and will take longer than a 2 hour meeting, possibly several days.

Mr. Mark Peterson, Town of Normal, thinks this is a good list of goals and suggested plagiarizing when attempting to write a Board Manual, copy from other manuals. Don't try to reinvent the wheel. The goal that states "continue to grow the system" would be better stated as "continue to improve system service quality". Mr. Johnson added the words effectiveness and efficiency are two words used often in Transit which might work better with this item description. Mr. Peterson continued talking about the goal to continue to work closer with city and community planners to ensure transit-friendly development and corporate outreach, which might include universal access, stating these are important issues.

Mr. Ryan Whitehouse added his priority would be the advocacy item, which should be a separate item.

Ms. Caisley would like to add the word "Board" to the item "communication internal & external". There was not Board meeting in December and Ms. Caisley thought it would have been beneficial to have had some communication and indication of what was going on with Transit from the General Manager during that time.

Mr. Mike McCurdy asked if the technology item would include revising the Transit web site. Mr. McCurdy added the current web site is awful and almost negligent because the maps of the routes aren't even on the web site. Mr. Johnson responded he was of the understanding the maps were on the web site and if that is not the case he will be sure someone gets them on the site soon. Mr. Peterson asked if someone was on staff who could work on the website. Mr. McCurdy stated a content management system should be established for monitoring and maintaining the web site. Perhaps it would be best to have a group of several people who can access, help maintain, and update the site, working on different sections, so one person is not saddled with the whole responsibility. Mr. Johnson stated we have gotten some quotes and done some ground work to get a new web site soon, hopefully by this summer. Mr. Johnson continued the bigger problem facing the Board will be once it is up and running how do we manage the content and maintain the site? It takes time and personnel and you have to have the right group of people who know what they are doing if you are spreading it out amongst a group in order to manage it, especially on the social media side. If you mismanage the social media side, it is almost worse than not having any social media at all. It will take some planning and time. Mr. McCurdy stated that could all fall under a marketing director position. Mr. Johnson added he was not going to ask for additional staff right



now, but if you look at systems that are doing it well, like Champaign-Urbana, they have three people who are working on the web site almost exclusively. It takes a great deal of time, but it pays off with big benefits. Mr. John Thomas stated one major person could be in charge of the site with several others trained to step in as needed. Mr. Johnson continued stating with all the technology flooding into this system over the last year, we will need some additional tech support to help us maintain everything.

Mr. Bowman commented he would really like to see some mechanism set in place that would report to the Board just how well the new technology is functioning. The Trustees have approved a great deal of spending for technology over the past year and some of it is not working at all, for example the automated voice announcing on the buses that was supposed to be installed in September is still not working. Mr. McCurdy stated he just heard from a rider on the Yellow "G" that it was working great and they were happy to hear it. Mr. Johnson added it is working, but not perfectly, due to some geo-fencing issues that need to be worked out. It is getting better, but it has taken much longer than we initially thought it would take to get all the errors worked out. Mr. Thomas asked if that problem is route based. Does one route work and another route not? Or is it a problem on every route? Mr. Bowman stated he has not been on a bus yet where it has been working. It appeared only to work on about every fifth stop and it was so garbled that it was not understandable. Mr. Johnson stated perhaps not all the drivers are turning the system on due to some of these issues. Mr. Johnson continued that staff is riding various buses and routes to see if the system is working and what problems there are with it. Mr. Bowman restated if the Trustees are approving all these expenditures they need to get reports on how well it is working, some feedback mechanism is needed.

Mr. Peterson inquired if "secret shoppers or riders" are ever used to report back to management on how well the system is running. Mr. McCurdy rides constantly and he is certain not all the drivers know he is a Trustee. Mr. McCurdy stated he sits back and quietly observes and reports to Mr. Johnson any concerns he witnesses. Chairman Buchanan added that if any Trustee observes any problems or spectacular occurrences she hopes that information would be emailed or relayed somehow to Mr. Johnson. Mr. Johnson stated we are now in a position with our safety and training and operations departments to begin sending out some "secret riders", whereas six months ago that was not possible. All the data collecting is only as good as what you end up doing with it. We are slowly getting to the point where we are going to be able to do something and apply all the information we are gathering.

Chairman Buchanan stated the above mentioned items are the priorities and we are adding advocacy to the list. Chairman Buchanan asked the Trustees if those are indeed the items we wish our General Manager to direct his attention first. Some of the items are in the works and some will just happen anyway. Whether we make it a priority or not, union negotiations will happen. Mr. Peterson added having it on the list acknowledges it is happening and is a time and manpower consuming issue. Mr. Bill Wilson commented all the priorities are excellent and do not necessarily need to be

prioritized. Mr. Ryan Whitehouse stated he is confident Mr. Johnson will or already has prioritized these items.

Mr. Bowman commented for the overall health of the system, it would be helpful if the Trustees had an updated work flow chart of all the reporting relationships within the system and what the main responsibilities and duties are for each position. We know Mr. Johnson is the General Manager, but beyond that it would be helpful to know who has what responsibility for different areas and issues. Mr. Bowman stated it would help him to understand how the system is functioning. We can then better evaluate the effectiveness of the function and where accountability would lie if there is an issue or problem. Mr. Whitehouse agreed and added the Chamber of Commerce has a flow chart and it is very helpful. The chart lists what is the hierarchy, who reports to whom, and what are the responsibilities. Mr. McCurdy stated that if he has an issue or question he just goes to Mr. Johnson. Mr. Bowman stated the federal regulators that we are going to be reporting to regularly are going to require this chart of us. Mr. Johnson agrees that it is good for the Trustees to know what the primary responsibilities and duties are of the departments. Mr. Johnson stated we are required to have a comprehensive organizational work flow chart and he will be glad to add an explanation of responsibilities and essential duties of each department to the chart for the Trustees. Mr. Peterson agrees with Mr. Bowman that we should know how the system works and agrees with Mr. McCurdy that if we have a problem or issue, we should go directly to Mr. Johnson.

Mr. Johnson stated many of the items on the list of goals will be done regardless. The other items are all good and are workable and realistic. Hopefully, the communication will be such throughout the year that none of these items mentioned will come as a year-end surprise. Mr. Johnson stated the list looks fine and definitely obtainable. Mr. Johnson commented all of the items are realistic, although subject to some interpretation. Mr. Johnson believes the Trustees have not over estimated or underestimated that the system is capable of achieving with these goals.

Mr. Peterson acknowledged the labor relations item will take a considerable amount of time this year and the Board needs to realize that fact. Mr. Peterson continued some of the goals are general and not very specific, but are important enough that they need to remain on the list. Perhaps over time more specific issues will arise, but for now this is a good list.

Mr. Wilson inquired if we are looking for direction on the route restructuring. Mr. Johnson stated that is already moving right along, although he would be very hesitant to put a specific date deadline on it. The goal is to have the route restructuring in place by the time the universities begin fall semester. Mr. Johnson suggested if the Trustees wanted to add an item in the goals referring to "continue working towards accomplishing the timeline for the route restructuring" that would be fine. The route restructuring is one of the most important things we are working on and probably one of the most time consuming items. Chairman Buchanan mentioned the listening sessions and asked

how the planning is coming along. Mr. Johnson responded staff is working on finding locations for the sessions. Mr. Wilson stated he realizes a great deal of energy is behind it and he just doesn't want the route restructuring to fall by the wayside.

Mr. Peterson asked if there were any other items or initiatives he is working on that need to be included in the list. Mr. Johnson stated he is currently working with a national organization sitting on the committee for the Reauthorization of Transportation Bill Task Force representing our system. Mr. Johnson is one of five members nationally on the committee representing small operators. It is not taking up the majority of time, but it is an important item with regards to what he is doing. Mr. Johnson suggested that could be on the list.

Mr. McCurdy inquired if the universal access item should be made more specific stating maintaining and further developing the agreements we already have and efforts to secure new universal access agreements. Mr. Johnson responded we do wish to get more access agreements. We have received express interests from other companies and we are still pursuing Illinois Wesleyan University. Mr. Johnson stated we definitely want to expand our universal access partners.

Mr. Johnson stated a big part of what we are doing now is working on getting new rolling stock and fleet vehicles into the system. We are busy seeking the financing for that project. Currently, the State will cover 75% of the cost on those new buses. We are in the first step requesting money from the State. Mr. Johnson commented we are in a very good position for the funding and are leveraging federal dollars against it. In the instructions it states doing so would give priority to an application. We are in a good position and have been talking with our elected officials at the State level to be sure they are ready to submit a letter stating their opinions when the time comes for that assistance.

Ms. Caisley asked about our quarterly payments from IDOT. Mr. Johnson replied we are two quarters behind, which is pretty typical for the State. Mr. Johnson stated it is a testament to the conservative nature of this organization that we have reserve funds to take care of this situation and get us through. Mr. Johnson continued staff has been working through the State Association and also individually keeping in touch with our administrative contacts at IDOT and FTA and making sure they are aware of what is happening with this process.

Chairman Buchanan asked Mr. Johnson to make a summary of the meeting and list of goals so it can be put in the next Board Packet.

Chairman Buchanan inquired of Mr. Johnson how the extra things are handled at other transits comparable to us with a similar size Board. Perhaps breaking up and organizing into committees would help accomplish more. This Board may try to move in that direction and in the meantime, Chairman Buchanan may ask individuals to assist and provide direction with several tasks such as the Board Manual. Formal committees

may be the direction we need to go in order to tackle some of these other issues. Committees can come forth with recommendations and may allow the Board to cover more territory and not have such lengthy Board meetings.

Mr. Bowman inquired if the seven recommended goals, with the addition of advocacy, are the priorities the Board and Mr. Johnson are to focus on and put the bulk of attention on. Mr. Bowman inquired if there are measurable deliverables that can be tied to these goals that we can use to assess the progress and performance, because these are rather broad and ambiguous items.

Mr. Whitehouse mentioned if the Board can get together for a strategic plan then the Trustees would determine the objectives and tactics on how to meet each goal. Chairman Buchanan believes these goals are more operational and would not be part of the strategic plan. Mr. McCurdy agreed they would be outside of the strategic plan, as they are more immediate. Mr. Whitehouse stated he was thinking advocacy would be in the strategic plan. Other Trustees agreed some of the goals would be both immediate and on-going for the strategic plan.

Mr. Thomas added a strategic plan is organizing planning for the next five years. These goals are more specific to this year. Mr. McCurdy agreed with Mr. Thomas that these are broad priorities and perhaps having some sub goals under them might be a good idea. For instance under universal access agreements, have increase revenue to existing contracts, bring in three more corporation contracts, make five more contacts, and get Illinois Wesleyan University on board. Mr. McCurdy continued that for advocacy we could list all the legislators and try to get them all here for a bus ride. This way there are some measurable marks in the goals.

Mr. Bowman continued it is important to have some things to look to otherwise it becomes very subjective. Mr. Peterson stated some of them are very straight forward for example the labor negotiations and Study Group. The other items perhaps we should add a few bullet points below the goal to indicate measurable items. The Trustees decided they would like Mr. Johnson to add some measurable indicators, which are steps in accomplishing the goal, below the goal item.

Mr. McCurdy asked what the difference is between outreach and advocacy. Mr. Whitehouse is referring to political advocacy. Mr. Whitehouse stated this should be in the strategic plan with multiple tactics on how the goal is going to be accomplished. Mr. Johnson stated political advocacy is more aggressive. The outreach is referring to community outreach, such as participation in a community activity. Anything to get the public involved and interested in Transit. Mr. McCurdy stated we need to distinguish the two into political advocacy and community outreach.

Ms. Caisley suggests we need to think about investigating having the Transit pursue servicing outside the corporate city limits in future years. This needs to be investigated.

**Adjournment**

Chairman Buchanan thanked everyone for coming and giving up their Saturday morning. Chairman Buchanan stated this has been a very productive and valuable meeting and suggested the Trustees may wish to schedule another special meeting to continue the discussion and discuss similar new topics. Mr. McCurdy suggested the Board not let too much time go by before scheduling another special meeting so we keep the topics fresh.

On a motion by Mr. Thomas, and a second by Mr. McCurdy, the Board voted to adjourn the meeting.

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John M. Bowman, Secretary



CONNECT TRANSIT  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
February 26, 2013

The regular meeting of the Board of Trustees of Connect Transit was held at the Connect Transit, Board Room #135, 351 Wylie Drive, Normal, Illinois on February 26, 2013 at 4:30 p.m.

**TRUSTEES PRESENT:** Judy Buchanan, Chairman  
John Thomas, Vice Chairman  
John Bowman, Secretary  
Mike McCurdy  
Mary Caisley  
Ryan Whitehouse  
Bill Wilson

**TRUSTEES ABSENT:**

**STAFF PRESENT:** Andrew Johnson, General Manager  
Trish Tilton, Administrative Assistant

**OTHERS PRESENT:** Mick Ferrell, ATU Local 752  
Brian Enata, ATU Local 752  
Sylvia Ventura, ATU Local 752  
Joyce Boyd, Rider

**CITY MANAGERS:** David Hales, City of Bloomington  
Mark Peterson, Town of Normal

**Call to Order**

Chairman Judy Buchanan called the meeting to order at 4:35 p.m. and roll call was taken. Chairman Buchanan welcomed everyone and commented that no one was wishing to make public comment today.

**Public Comments**

Chairman Buchanan announced Mr. Brian Enata, ATU Local 752, passed out a paper regarding the route restructuring and that he will email it out to everyone to be sure everyone receives a copy.

**Approval of Minutes**

Chairman Buchanan stated there are two sets of minutes in the packet to be approved. The first is for the Special Meeting of January 12, 2013. Ms. Mary Caisley made a motion to table those minutes for a future meeting due to some errors. Mr. John Thomas seconded the motion. The Trustees voted to table the minutes of the Special Meeting of January 12, 2013.

Chairman Buchanan continued with the January 22, 2013 Board Meeting minutes. On a motion by Ms. Caisley, and a second by Mr. Bill Wilson, the Board voted to approve the Minutes for January 22, 2013 as presented.

**Items Removed From Consent Agenda**

**Consent Agenda**

On a motion by Mr. Thomas, and a second by Mr. Wilson, the Trustees voted to approve the consent agenda as presented including the following items:

1. Review and Approve February Disbursements
2. Review and Receive January Monthly Ridership Report

**Consent Agenda Discussion**

Mr. Andrew Johnson, General Manager, stated normally the Trustees would have the January Monthly and Year-To-Date Financial Statements and the January Capital and Self-Insurance Reserve Fund Balances to review and approve, however, our Treasurer has taken an unexpected leave of absence and we intend to have the financial statements all caught up in time for the meeting next month.

Mr. Thomas asked about the large payment to Midwest Transit Equipment. Mr. Johnson responded that was for the eight new Special Service buses. Mr. Thomas also asked about the payment to Commerce Bank. Mr. Johnson explained that was a check that was written to transfer money from the old bank account with Illinois Funds to the new account at Commerce Bank. We are now writing checks through Commerce Bank. It is not an expense, however, it was a check that was written and cashed to transfer money from one bank to another.

**Old Business**

**New Business**

1. Review and Approve Federal Transit Administration ECHO System Access Authorizations



Mr. Johnson reported with the absence of our Treasurer we have found there are some gaps in our authorization and access to the ECHO System, which is the automated clearing house for the distribution of federal funds. We are close to the time when the federal government will be releasing some of our grants due to some of the tie ups that were involved with the MAP 21 and we need to make some adjustments to our ECHO System access authorizations. Mr. Johnson recommends removing Ms. Angie Ballantini, Treasurer, temporarily as someone who has authorization to do the draw down. Mr. Dave White, Safety and Training Director and Mr. Jim Cochran, Accountant, will be authorized to initiate fund draw downs. The General Manager will be the third user, with inquiry access only. The Safety and Training Director has no procurement or accounting duties. There is a complete process used to make a draw down including a great deal of documentation and sign-offs. All the protections are in place. These changes will allow Connect Transit to have a proper backup in place to make federal fund draw downs on a timely basis.

On a motion by Mr. Wilson, and a second by Mr. Thomas, the Trustees voted to approve the changes in the Federal Transit Administration ECHO System Access Authorizations.

## **2. Review and Approve Joining the “Getting America to Work” Transit Coalition**

Mr. Johnson stated this coalition originated with the RTA in Chicago. When we were first approached about joining it was Chicago focused. We want to be sure they are looking out for the interests of all Transit properties. Mr. Johnson has worked with Mr. Jeff Nelson, General Manager of the Rock Island Transit System and also legislative Chair for the American Public Transportation Association. Mr. Nelson has investigated and is able to define what the longer term focus is for the coalition. The coalition has broadened and now counts members from across the country, as well as almost all of the major transit systems in Illinois. There is no expense involved and Mr. Johnson recommends that Connect Transit join the coalition. We are adding support to another voice at the national and local level. At this point there are no obligations involved and no meetings to attend. Connect Transit would be added to the membership list and our name and logo would be included on the website. There is strength in numbers and a benefit having another voice at the State and National levels fighting for our interests.

On a motion by Mr. Ryan Whitehouse, and a second by Mr. Wilson, the Board voted to approve joining the “Getting America to Work Transit Coalition”.

## **General Manager’s Report**

### **1. Listening Session Update**

Mr. Johnson commented the Listening Sessions were not as well attended as they had hoped. Those attending are individual who had issues with the initial route

restructuring proposal and they have presented a variety of issues. The sessions were advertised but we did not get a good turn out from other demographics of our ridership and community stakeholders. Mr. Johnson continued the inference one can take away is that the route restructuring impact is not registering with the public or the public for the most part is ok with what we are trying to do, which is to make the system more effective and efficient. We will follow up on the issues brought up at the sessions and they will be transcribed for you to read all the comments. It was a worthwhile experience. If we decide to do this again we probably will not have as many scheduled as we did this time.

Mr. Johnson stated the next step is to contact the local businesses, especially those impacted with the parking lot areas we have been discussing, to get their views. We are also working with our drivers on a Task Force. We have met once and we will meet again to continue discussing ideas on routing. We expect to have a proposal for the Board to review in April.

Mr. Whitehouse suggested letting the McLean County Chamber of Commerce help advocate and partner when approaching and contacting the local businesses.

Mr. McCurdy suggested that perhaps the attendance is low because there is no proposal on the table currently. The route restructuring is not real to the riders because they are not able to see the changes that are being proposed. Mr. McCurdy believes we will see attendance ramp back up when the next proposal comes out and we have the open houses and public hearings.

Mr. Johnson added his goal is to get the community coming out to give us a pulse and their views on the Transit System. That will take time for people to adjust to this approach. It is a process which takes time to get accustomed to. The Transit is listening, but the question is what will the Transit do with what the public has said? The proof will be in our actions.

Mr. McCurdy stated the Listening Sessions serve a great purpose even though the attendance was low. It is important to make the Transit Management available to the public.

Mr. Thomas asked if we could do an electronic survey, similar to Survey Monkey, to get feedback on some of the major concerns, to even just determine what the major concerns are for our customers.

Mr. Johnson replied that is being considered, because not everyone is going to come out and stand up in front of a group of people and talk. We are trying to determine the best approach so the information gathered is useful. Mr. Johnson feels a survey needs to be part of this process.

Mr. Whitehouse suggested asking Mr. David Hales, Bloomington City Manager, or Mr. Mark Peterson, Normal Town Manager, how effective a survey is because the demographic we serve may not have many customers with internet access or computers. Mr. McCurdy added a survey would not replace anything, but would be an additional tool to add to the input already given. At the same time the taxpayers could add their opinions. They are paying for the Transit. How does the community perceive the Transit and its contribution to the citizens?

Ms. Caisley asked if the McLean County Chamber of Commerce would be able to help advertise the survey or spread the word to a different portion of the community. Mr. Whitehouse stated the Chamber does have policies about surveys for any community group, but he will investigate if there is another way to promote the survey or get the word out. Ms. Caisley added when we were working on the Teal J route, McDonald's did help to get the survey out to their employees. Mr. Whitehouse said this may be an exception and he will talk with his CEO about it.

Ms. Caisley wanted to commend Mr. Johnson, and Mr. Dave White, Safety and Training Director, and Mr. Roy Rickert, Operations Director, for the professionalism and the calm way they have responded to the questions posed at the Listening Sessions. They remained cool and professional when they could have gotten very defensive at times.

## **2. IDOT Capital Grant Status**

Mr. Johnson reported the Illinois Department of Transportation has reviewed the projects and have submitted our grant application to a committee made up of IDOT staff and they will meet in March and select projects to receive Capital Grant funds. The process is moving along and we hope to hear by mid March if we will be receiving any capital grant funds for new buses. Mr. Johnson feels we have a strong application and hopes we will receive the funding we are looking for.

## **3. Labor Contract Status**

Mr. Johnson stated we are still in discussions with the ATU about the existing labor contract. Regarding the organizing effort for the dispatchers and a couple of administrative employees, our attorneys have reached a tentative agreement between the ATU and management. It is now in the hands of the Illinois Labor Relations Board to be certified. When the certification occurs we will sit down with the ATU and determine how we will approach that negotiation. Mr. Johnson stated we should have something for the Board soon on the changes to that contract and may even have a contract for Board approval next month or April.

Mr. Johnson added we now have leased an EV Car and granted Mr. McCurdy's request to get with the "electric vehicle" movement in Normal. We still need to put license plates on it. We don't have a charger here, but we can charge it at Uptown

Station or plug it into the wall in the garage overnight. The lease runs around \$85.00 a month for two years. So it will cost roughly \$2,100.00 for the two year commitment.

### **Public Comment**

Chairman Buchanan requested the Board's indulgence to allow a patron to make public comment at this time. The patron was delayed in getting to the meeting on time due to the weather conditions.

On a motion by Mr. Whitehouse, and a second by Mr. McCurdy, the Trustees voted to suspend the Public Comment Policy to allow the customer to make comment at this time during the meeting.

Ms. Joyce Boyd introduced herself and stated she wanted to report an incident that occurred on February 7, 2013 at Eastland Mall. Ms. Boyd reported one of the drivers humiliated her, cursed her out, and body bumped her. Ms. Boyd stated she filed a complaint with the police department and it has now been turned over to the State's Attorney's office. Ms. Boyd stated she called Mr. Dave White, Safety and Training Director, and left a message for him, but never received a call back or was ever told what actions were taken. Ms. Boyd repeated that a police report has been made.

Chairman Buchanan thanked Ms. Boyd for her comment and stated, as per policy, after the speaker has made a statement, no further debate, dialogue, or comment will occur.

### **Correspondence and Media**

Mr. Thomas inquired if the minutes for the Study Group needed to be approved. Mr. Johnson responded the minutes were put in the Board Packet solely to keep the Trustees informed of the progress of the Study Group.

### **Trustee Comments**

Chairman Buchanan stated she was planning to review and update the very out dated Trustee By-Laws, however, she is going to hold that off until next month.

Chairman Buchanan informed the Trustees they would be receiving an email regarding the APTA meeting which is going to be held in Indianapolis in May. It is a good opportunity since it is relatively close. Hopefully, a car load of Trustees can arrange to go. There is an allowance in the budget for Trustees to attend meetings such as this.

Chairman Buchanan commented all the Trustees should have received an invitation from the Regional Planning Commission for their meeting "Expanding Transit to Meet Future Travel Demands". This is a breakfast meeting in mid-April at 7:30 a.m. Please let Mr. Johnson know if you wish to attend and reservations can be made for you. Ms. Caisley stated she will be sure to inform her replacement of the meeting. Mr. Whitehouse added the Chamber

partnered with MCRPC to get the speaker Janet Kazinoky, who is very engaging, a good speaker, and well versed and knowledgeable about transportation. Mr. Whitehouse suggested if the Trustees have the time this would be a very rewarding meeting to attend. Breakfast is at 7:00 a.m. with the presentation beginning at 7:30 a.m. Mr. Johnson added he heard Ms. Kazinoky speak in 2007 and stated she really knows transportation.

Chairman Buchanan continued we did have some activity in several of the Ad Hoc subcommittees.

Mr. Whitehouse reported on the Advocacy Committee stating that Mr. Randy Pollard from Senator Kirk's office came to meet with Mr. Johnson and Mr. Whitehouse and toured the Transit Facility since the last Board meeting. Both Senator Durbin's office and Senator Kirk's office seem to be most impressed with the DoubleMap software that tracks our buses in real time on line and on smart phones. We have also reached out to Congressmen Schock, Davis, and Kinsinger and we are hopeful to get them to visit us, tour the facility, and take a ride on the bus this summer. We were surprised to get such a quick response and visit from both Senators Durbin and Kirk's offices. Senator Durbin is interested in coming back and hopefully we will get him to return. It is doubtful that Senator Kirk will visit, but possibly his Deputy Chief, Andrea, who travels to Pontiac often will stop in sometime when she is in the area.

Chairman Buchanan thanked Mr. Whitehouse and Mr. McCurdy for their efforts on advocacy.

Mr. Thomas and Mr. John Bowman met as the subcommittee to review the Strategic Plan. Mr. Thomas reported they met on February 2<sup>nd</sup> and February 16<sup>th</sup> and reviewed the 2010 – 2013 Strategic Plan making notes on what has been achieved, what has been started, what progress has been made, as well as what has not been accomplished. There were a total of 43 goals listed under the categories of Employees, Operational Procedures, Community, Funding, Services, Marketing, and Technology. By the subcommittee's evaluation, 10 goals were rated as being completed, two as having been substantially completed, fourteen as having made substantial progress, three as having made adequate progress, nine as having made unknown progress, one as having made insignificant progress, and four as having made no progress toward completion. The most significant progress was in the area of technology, with all but one goal being entirely met. The most unsatisfactory area of completion was in the area of Services, where none of the goals were entirely completed. Operational Procedures strategy goals were also almost entirely unmet, although most had seen some progress. There were also two important current goals that were largely missing from the plan: the work of the Sustainable Funding Study Group, and implementation of fare box collection systems and technology. The major concerns that developed in the subcommittee's discussions were: the need for a revision of the Mission and Vision Statements to better reflect achievable and actionable aspirations and the need for a new strategic plan exercise. Involving the new General Manager in that process and using the results from the Study Group report will be key in that process.

Mr. Peterson commented the good news is the technology goals were largely met as that was a primary concern of the strategic planning group.

Chairman Buchanan thanked Mr. Bowman and Mr. Thomas for their report.

Ms. Caisley stated her group will have a report ready for the March meeting.

Chairman Buchanan announced the Normal Town Council has approved an appointment to replace Ms. Caisley. Ms. Felicia Shaw has been appointed to fill the vacancy created by the resignation of Ms. Caisley. Ms. Shaw's appointment will begin April 1, 2013. The term expires June 30, 2014. Ms. Shaw has been with State Farm for over twenty years and the breadth of her experience will contribute to the Board.

**Request for Executive Session to Discuss Personnel Matters**

On a motion by Mr. Wilson, and a second by Ms. Caisley, the Trustees voted to adjourn the public meeting and begin an executive session to discuss personnel matters at 5:15 pm.

**Reconvene**

Subsequently, on a motion by Mr. McCurdy, and a second by Mr. Thomas the Board voted to adjourn the executive session and reconvene the public meeting.

**Adjournment**

There being no further public business, on a motion by Mr. Whitehouse, and a second by Mr. Wilson, the Trustees voted to adjourn the public meeting.

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John M. Bowman, Secretary

Disbursements to be Approved  
March 26, 2013

A Plus Warehouse Equipment & Supply--(Pallet Racks)	\$3,620.19
A.T.U.-C.O.P.E.--(Payroll Deduction)	\$188.27
A-1 Haney Plumbing--(Toilet Repairs)	\$129.07
ABC Bus Companies--(Bus Parts)	\$42.22
Ace-HI Glass Co.--(Bus Shelter Repairs)	\$283.84
Advocate Medical Group--(Employment Expense)	\$275.00
Amalgamated Transit Union #752--(Payroll Deduction)	\$4,221.20
American Solutions for Business--(Office/Operations forms, checks)	\$512.37
Bellas Landscaping--(Snow Removal & Lawn Mowing)	\$4,005.00
Bill's Key & Lock--(New Locks & Keys All Doors)	\$1,315.87
Bloomington Municipal Employees Credit Union--(Payroll Deduction)	\$10,643.77
Central Illinois Trucks--(Bus Repair Parts/Outside Repair Services)	\$144.44
City of Bloomington--(Utilities)	\$833.97
Clark, Baird, Smith LLP--(Legal Service)	\$1,968.75
Comcast--(Internet)	\$396.90
Commerce Bank--(Transfer of Funds)	\$770.27
Copy Shop, The--(Stroller brochure & Monthly Passes)	\$240.95
Corn Belt Energy--(Utility)	\$4,401.83
Cummins Mid-States Power--(Bus Repair Parts/Outside Repair)	\$36,559.27
Dennison Corp.--(Outside Repair)	\$1,548.71
Dish Network--(Television Service)	\$108.00
Don Owen Tire Service, Inc.--(Tires & Repairs)	\$4,818.03
Ecology Action Center-(Exhibitor Application)	\$40.00
Evans Repair Shop--(Accident Repair)	\$3,635.23
Evergreen FS--(Fuel)	\$104,546.43
Express Employment Professionals--(Dispatch Customer Service Pilot)	\$8,236.80
Fastenal Company--(Bus Repair Parts/Garage Overhead)	\$898.37
Fleet-Net Corporation--(Tech Support)	\$735.00
Florida State Disbursement--(Payroll Deduction)	\$286.50
Four Seasons Association--(Membership Dues Withheld)	\$552.34
Frontier--( Telephone)	\$29.43
Frontier--(Tablets Internet)	\$744.38
Fulling, Teresa--(Sign Language for Interpreter Listening Session)	\$80.00
G & K Services--(Garage Overhead/Mechanics Uniforms)	\$578.74
GE Capital c/o Ricoh USA--(Copies)	\$131.00
Germeeraad, John H.--(Wage Deduction Proceedings)	\$960.00
Gillig Corporation--(Bus Repair Parts)	\$17,374.79
Global Equipment, Inc.--(Garage Supplies)	\$1,250.87
Health Alliance Medical Plans--(Group Health Insurance)	\$60,367.00
Heart Technologies, Inc.--(Computer & Server Fee)	\$600.00

Heartland Community College--(Listening Session Room Rental)	\$150.00
Heavner, Scott, Beyers--(Employee Wage Garnishment)	\$100.00
Henson Disposal--(Garage Overhead)	\$164.50
Heritage Machine & Welding--(Bus Repair Parts/Outside Repair)	\$46.60
ICMA Retirement Trust--(Pension Plan)	\$31,276.57
Idaho Child Support--(Wage Garnishment)	\$115.36
Illinois Department of Revenue--(Payroll Deduction)	\$17,312.82
Illinois State Disbursement Unit--(Payroll Deduction)	\$2,406.06
Illinois State University--( Listening Session Room Fee)	\$338.91
Johnson, Andrew--( Car Allowance)	\$500.00
Lee Enterprises--(Pantagraph Classified Ads)	\$345.79
Lincoln National Life Insurance Co.--(Dental)	\$8,545.52
Luminator--(Lights for vehicles)	\$1,109.11
MCS Office Technologies--(New Website Design & Internet)	\$35.00
Midwest Aerials & Equipment, Inc--(Forklift Rental)	\$527.00
Midwest Transit Equipment, Inc--(Bus Repair Parts & New Buses)	\$66.49
Morris Avenue Garage--(Vehicle Inspections)	\$80.00
Napa Auto Part--(Bus Repair Parts)	\$2,320.91
New Flyer Industries Canada UIC--(Bus Parts)	\$4,555.90
Nicor Gas--(Utilities)	\$3,715.81
NMHG Financial Services--(T90 Commander Floor Sweeper)	\$813.63
Oberlander Alarm Systems, Inc--(Fire Security Alarm Service Fee)	\$191.00
Ohio Rack Inc--(Tire Racks)	\$2,258.69
Orkin Pest Control--(Garage Overhead)	\$71.50
Paychex Major Market Services--(Data Processing Payroll)	\$925.10
Payroll - Net	\$245,551.03
Payroll Tax	\$99,935.65
Petty Cash Reimbursement	\$29.19
Piercy Auto Body, Inc--(Bus Repairs #82)	\$1,782.56
Project OZ--(Decals, Pens, Buttons, Hand Sanitizers)	\$683.67
Ricoh USA, INC--(Copier/Printer Rent)	\$387.48
Rilco of Peoria--(Oil, Antifreeze)	\$5,949.54
Rogers Supply Company, Inc--(Garage Overhead)	\$367.76
Secretary of State--(Title & License Fee)	\$105.00
Society for Human Resource Management--(Membership Dues)	\$180.00
Southtown Wrecker Service--(Outside Repair)	\$95.00
Supreme Radio Communications, Inc. --(Radio Repair)	\$85.00
Tilton, Trish--(Office Supplies Reimbursement)	\$115.95
Town of Normal-- (Utilities)	\$150.00
Truck Centers, Inc.--(Bus Parts)	\$3,940.79
U. S. Postmaster--(Office Stamps, postage)	\$112.00
United Parcel Service--(Shipping)	\$34.09
Verizon Online--(Mobile Data Terminals for SS)	\$627.02



VISA 0288--(D. C. Trip Expenses)	\$1,930.78
Visa 3481--(Baltimore Trip Expenses, software Owens, Panera, bus locks, cable )	\$1,523.65
VSP--(Vision Insurance Plan)	\$520.49
Wayne-Dalton Corp.--(Garage Maintenance)	\$200.00
White, David--(Safety Supplies Reimbursement)	\$77.31
YWCA--(Listening Session Room Rental)	\$80.00
<b>TOTAL</b>	<b>\$720,511.03</b>

**Capital II Account**

Greg Smith Equipment Sales, Inc. ( Tire Changer/Balancer)	\$7,990.00
San Mateo County Transit District--(Used Buses)	\$47,583.12
<b>Capital II Total</b>	<b>\$55,573.12</b>
<b>Grand Total</b>	<b>\$776,084.15</b>



# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013    Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
<b>Ordinary Revenue/Expense</b>					
<b>Revenue</b>					
Fixed Route Adult Cash	\$45,192.05	13.61%	\$280,094.51	84.32%	\$332,167.00
<b>Adult Cash Fares</b>	<b>\$45,192.05</b>	<b>13.61%</b>	<b>\$280,094.51</b>	<b>84.32%</b>	<b>\$332,167.00</b>
Fixed Route Elderly Cash	\$0.00	0.00%	\$971.00	0.00%	\$0.00
<b>Elderly Cash Fares</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$971.00</b>	<b>0.00%</b>	<b>\$0.00</b>
<b>Student Cash Fares</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
<b>Child Cash Fares</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
After Hours Revenue	\$0.00	0.00%	\$0.00	0.00%	\$24,438.00
Special Service Cash	\$4,986.28	10.79%	\$34,264.53	74.14%	\$46,216.00
<b>Total Passenger Cash Fares</b>	<b>\$50,178.33</b>	<b>12.46%</b>	<b>\$315,330.04</b>	<b>78.28%</b>	<b>\$402,821.00</b>
Fixed Route Adult Tokens	\$2,075.00	8.42%	\$13,877.00	56.31%	\$24,644.00
<b>Full Fare Token Revenue</b>	<b>\$2,075.00</b>	<b>8.42%</b>	<b>\$13,877.00</b>	<b>56.31%</b>	<b>\$24,644.00</b>
Fixed Route Elderly Tokens	\$74.50	5.21%	\$827.50	57.87%	\$1,430.00
<b>Elderly Fare Token Revenue</b>	<b>\$74.50</b>	<b>5.21%</b>	<b>\$827.50</b>	<b>57.87%</b>	<b>\$1,430.00</b>
<b>Student Fare Token Revenue</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$0.00</b>
Special Service Token Revenue	\$179.00	4.45%	\$2,177.00	54.11%	\$4,023.00
<b>Total Passenger Token Revenue</b>	<b>\$2,328.50</b>	<b>7.74%</b>	<b>\$16,881.50</b>	<b>56.09%</b>	<b>\$30,097.00</b>
Full Fare Monthly Pass	\$11,076.00	8.93%	\$76,326.00	61.55%	\$124,000.00
Monthly Pass - Special Service	\$3,723.00	10.91%	\$24,582.00	72.04%	\$34,121.00
Monthly Passes - After Hours	\$0.00	0.00%	\$0.00	0.00%	\$1,200.00
<b>Total Fast Passes</b>	<b>\$14,799.00</b>	<b>9.29%</b>	<b>\$100,908.00</b>	<b>63.34%</b>	<b>\$159,321.00</b>
ISU Contract Fares - Other	\$41,684.52	0.00%	\$125,093.56	0.00%	\$0.00
NiteRide	\$0.00	0.00%	\$29,121.70	33.02%	\$88,206.00
Universal Access	\$0.00	0.00%	\$52,050.52	31.75%	\$163,960.00
RedBird Shuttle	\$0.00	0.00%	\$56,451.32	31.12%	\$181,395.00
<b>Total ISU Contract Fares</b>	<b>\$41,684.52</b>	<b>9.61%</b>	<b>\$262,717.10</b>	<b>60.60%</b>	<b>\$433,561.00</b>
Other Contract Fares	\$9,945.79	9.79%	\$91,105.46	89.68%	\$101,590.00
<b>Gross Operating Revenue</b>	<b>\$118,936.14</b>	<b>10.55%</b>	<b>\$786,942.10</b>	<b>69.80%</b>	<b>\$1,127,390.00</b>
Advertising Revenue	\$0.00	0.00%	\$0.00	0.00%	\$15,000.00
Interest Income-Operating	\$41.39	16.56%	\$549.86	219.94%	\$250.00

# Bloomington Normal Public Transit

## Income Statement With Approved Budget

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Fiscal Year: 2013	Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
		January - 2013	Jul-2012 Thru Jan-2013 Year To Date		Approved Budget	
Capital Interest-		\$59.38	0.00%	\$1,013.43	0.00%	\$0.00
Miscellaneous Revenue - Other		\$132.00	4.06%	\$6,258.00	192.55%	\$3,250.00
Wage Garnishment Fees		\$0.00	0.00%	\$62.51	0.00%	\$0.00
Vendor Discounts Taken		\$0.36	0.00%	\$0.36	0.00%	\$0.00
Scrap Sales		\$0.00	0.00%	\$614.30	22.14%	\$2,775.00
Insurance Reimbursement		\$0.00	0.00%	\$8,294.70	0.00%	\$0.00
Warranty Reimbursement		\$0.00	0.00%	\$0.00	0.00%	\$350.00
<b>Total Miscellaneous Revenue</b>		<b>\$233.13</b>	<b>1.08%</b>	<b>\$16,793.16</b>	<b>77.66%</b>	<b>\$21,625.00</b>
Bloomington Support		\$46,311.50	8.33%	\$324,180.50	58.33%	\$555,738.00
Normal Support		\$52,928.33	16.67%	\$211,713.34	66.67%	\$317,570.00
State Support		\$494,002.52	7.72%	\$3,308,826.33	51.72%	\$6,398,181.00
IDOT- Capital		\$0.00	0.00%	\$0.00	0.00%	\$1,374,400.00
Federal Operating Support		\$147,023.83	6.40%	\$994,107.30	43.29%	\$2,296,159.00
Federal Capital		\$663,414.00	9.20%	\$726,506.00	10.07%	\$7,213,738.00
FTA Associated Capital Support		\$0.00	0.00%	\$0.00	0.00%	\$254,400.00
<b>Total Support Revenue</b>		<b>\$1,403,680.18</b>	<b>7.62%</b>	<b>\$5,565,333.47</b>	<b>30.23%</b>	<b>\$18,410,186.00</b>
<b>Gross Revenue</b>		<b>\$1,522,849.45</b>	<b>7.79%</b>	<b>\$6,369,068.73</b>	<b>32.56%</b>	<b>\$19,559,201.00</b>
<b>Expense</b>						
Driver's Regular Labor		\$207,549.57	6.36%	\$1,595,247.08	48.89%	\$3,263,251.00
Driver's Overtime Labor		\$901.12	0.39%	\$112,469.24	48.93%	\$229,834.00
Driver's Other Labor		\$0.00	0.00%	\$185,499.50	54.35%	\$341,286.00
Driver's Accident Pay		\$29.97	0.00%	\$29.97	0.00%	\$0.00
Driver's Holiday Pay		\$25,238.24	0.00%	\$25,238.24	0.00%	\$0.00
Driver's Anniversary Pay		\$1,030.80	0.00%	\$1,030.80	0.00%	\$0.00
Driver's Birthday Pay		\$2,115.80	0.00%	\$2,115.80	0.00%	\$0.00
Driver's Personal Day Pay		\$12,634.24	0.00%	\$12,634.24	0.00%	\$0.00
Driver's Sick Pay		\$18,527.47	0.00%	\$18,527.47	0.00%	\$0.00
Driver's Vacation Day Pay		\$18,426.96	0.00%	\$18,426.96	0.00%	\$0.00
Driver's Safety Day Pay		\$825.76	0.00%	\$825.76	0.00%	\$0.00
Driver's Bereavement Pay		\$823.76	0.00%	\$823.76	0.00%	\$0.00
Driver's Retro Pay		(\$981.53)	0.00%	(\$981.53)	0.00%	\$0.00
Driver's Gift Certificates		\$0.00	0.00%	\$5,460.00	0.00%	\$0.00
Driver's Drug Testing		\$61.45	0.00%	\$61.45	0.00%	\$0.00
<b>Total Driver Wages</b>		<b>\$287,183.61</b>	<b>7.49%</b>	<b>\$1,977,408.74</b>	<b>51.57%</b>	<b>\$3,834,371.00</b>
Operation's Supervision		\$14,194.18	4.01%	\$172,072.14	48.59%	\$354,166.00

# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013    Period 7	Division: 00 General Operating Fund			As of: 01/31/2013	
	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Operation Supervision OT	\$3,069.62	0.00%	\$3,069.62	0.00%	\$0.00
Operation Supervision Holiday Pay	\$2,768.46	0.00%	\$2,768.46	0.00%	\$0.00
Operation Supervision Anniversary Pay	\$282.32	0.00%	\$282.32	0.00%	\$0.00
Operation Supervision Birthday Pay	\$255.68	0.00%	\$255.68	0.00%	\$0.00
Operation Supervision Personal Day	\$1,151.82	0.00%	\$1,151.82	0.00%	\$0.00
Operation Supervision Sick Pay	\$1,144.32	0.00%	\$1,144.32	0.00%	\$0.00
Operation Supervision Vacation Pay	\$2,652.38	0.00%	\$2,652.38	0.00%	\$0.00
<b>Total Supervision Wages</b>	<b>\$25,518.78</b>	<b>7.21%</b>	<b>\$183,396.74</b>	<b>51.78%</b>	<b>\$354,166.00</b>
<b>Total Operation's Wages</b>	<b>\$312,702.39</b>	<b>7.47%</b>	<b>\$2,160,805.48</b>	<b>51.59%</b>	<b>\$4,188,537.00</b>
Maintenance Supervision	\$9,614.52	4.29%	\$107,763.48	48.04%	\$224,315.00
Mechanic's Regular Labor	\$34,173.09	6.37%	\$277,421.28	51.72%	\$536,383.00
Mechanic's Overtime Labor	\$146.91	1.57%	\$9,922.46	106.08%	\$9,354.00
Mechanic's Other Labor	\$0.00	0.00%	\$30,382.59	51.56%	\$58,925.00
Mechanic's Holiday Pay	\$5,579.19	0.00%	\$5,579.19	0.00%	\$0.00
Mechanic's Anniversary Pay	\$213.52	0.00%	\$213.52	0.00%	\$0.00
Mechanic's Personal Day Pay	\$2,917.66	0.00%	\$2,917.66	0.00%	\$0.00
Mechanic's Sick Pay	\$7,044.60	0.00%	\$7,044.60	0.00%	\$0.00
Mechanic's Vacation Day Pay	\$3,574.11	0.00%	\$3,574.11	0.00%	\$0.00
<b>Total Maintenance Personnel Services</b>	<b>\$63,263.60</b>	<b>7.63%</b>	<b>\$444,818.89</b>	<b>53.66%</b>	<b>\$828,977.00</b>
Administration Salaries	\$16,750.28	3.51%	\$243,627.30	51.08%	\$476,965.00
Administration Overtime Labor	\$7,300.86	0.00%	\$7,300.86	0.00%	\$0.00
Administration Holiday Pay	\$3,850.22	0.00%	\$3,850.22	0.00%	\$0.00
Administration Personal Day Pay	\$3,310.53	0.00%	\$3,310.53	0.00%	\$0.00
Administration Vacation Pay	\$6,929.23	0.00%	\$6,929.23	0.00%	\$0.00
<b>Total Administration Salaries</b>	<b>\$38,141.12</b>	<b>8.00%</b>	<b>\$265,018.14</b>	<b>55.56%</b>	<b>\$476,965.00</b>
Employer FICA	\$25,119.24	0.00%	\$156,178.81	0.00%	\$0.00
Employer Medicare	\$5,874.65	0.00%	\$36,525.67	0.00%	\$0.00
Employer SUTA	\$6,247.24	20.15%	\$8,515.74	27.47%	\$31,000.00
Payroll Taxes	\$0.00	0.00%	\$23,003.59	5.31%	\$433,386.00
<b>Total Employer Payroll Tax Expense</b>	<b>\$37,241.13</b>	<b>8.02%</b>	<b>\$224,223.81</b>	<b>48.28%</b>	<b>\$464,386.00</b>
457 Contributions	(\$2,420.92)	-1.08%	\$106,029.57	47.36%	\$223,882.00
<b>Total Pension Plan</b>	<b>(\$2,420.92)</b>	<b>-1.08%</b>	<b>\$106,029.57</b>	<b>47.36%</b>	<b>\$223,882.00</b>
Group Health Insurance	\$43,796.51	5.53%	\$258,505.61	32.63%	\$792,124.00
Deductible Risk	\$0.00	0.00%	\$496.01	0.00%	\$0.00

# Bloomington Normal Public Transit Income Statement With Approved Budget

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Fiscal Year: 2013    Period 7

Division: 00 General Operating Fund

As of: 01/31/2013

	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Co-Payment Risk	\$129.49	0.00%	\$5,172.85	0.00%	\$0.00
Vision Insurance	\$64.81	0.00%	\$64.81	0.00%	\$0.00
Dental Insurance	\$1,328.22	0.00%	\$1,328.22	0.00%	\$0.00
<b>Total Group Health Insurance</b>	<b>\$45,319.03</b>	<b>5.72%</b>	<b>\$265,567.50</b>	<b>33.53%</b>	<b>\$792,124.00</b>
Life Insurance	\$0.00	0.00%	\$0.00	0.00%	\$10,545.00
Short-Term Disability	\$3,730.32	10.03%	\$38,444.27	103.37%	\$37,190.00
Long-Term Disability	\$2,125.94	0.00%	\$2,125.94	0.00%	\$0.00
Workers Comp Insurance	(\$3,035.96)	-1.85%	\$106,267.58	64.80%	\$164,000.00
<b>Total Group Insurance</b>	<b>\$48,139.33</b>	<b>4.80%</b>	<b>\$412,405.29</b>	<b>41.08%</b>	<b>\$1,003,859.00</b>
Mechanics Uniforms	\$140.84	3.84%	\$1,548.95	42.22%	\$3,669.00
Driver's Uniforms	\$0.00	0.00%	\$3,943.28	24.80%	\$15,900.00
<b>Uniform Expense</b>	<b>\$140.84</b>	<b>0.72%</b>	<b>\$5,492.23</b>	<b>28.07%</b>	<b>\$19,569.00</b>
Mechanic's Tool Allowance	\$600.00	19.74%	\$843.72	27.76%	\$3,039.00
Audit	\$0.00	0.00%	\$16,508.00	100.05%	\$16,500.00
Data Processing	\$0.00	0.00%	\$5,333.66	106.67%	\$5,000.00
Legal	\$4,956.25	49.56%	\$28,769.96	287.70%	\$10,000.00
Consulting Fees	\$0.00	0.00%	\$450.00	4.50%	\$10,000.00
<b>Total Professional Services</b>	<b>\$5,556.25</b>	<b>12.48%</b>	<b>\$51,905.34</b>	<b>116.54%</b>	<b>\$44,539.00</b>
Outside Repair Services	\$865.90	0.00%	\$6,239.63	0.00%	\$0.00
Engine/Exhaust - FR	\$14,529.60	28.63%	\$41,867.50	82.51%	\$50,741.00
Transmission - FR	\$0.00	0.00%	\$35,675.27	262.86%	\$13,572.00
Fuel Tank - FR	\$0.00	0.00%	\$0.00	0.00%	\$298.00
Rearend - FR	\$0.00	0.00%	\$129.23	3.59%	\$3,600.00
Suspension - FR	\$0.00	0.00%	\$0.00	0.00%	\$6,200.00
Air System/Compressor - FR	\$0.00	0.00%	\$0.00	0.00%	\$893.00
Steering - FR	\$0.00	0.00%	\$175.99	1.25%	\$14,124.00
Wheels - FR	\$0.00	0.00%	\$347.32	13.62%	\$2,550.00
Glass Products - FR	\$0.00	0.00%	\$49.79	9.96%	\$500.00
Hydraulic System - FR	\$0.00	0.00%	\$3.39	0.00%	\$0.00
Wheelchair Lift - FR	\$0.00	0.00%	\$0.00	0.00%	\$4,222.00
Heating System - FR	\$0.00	0.00%	\$25.50	0.00%	\$0.00
Air Conditioning System - FR	\$0.00	0.00%	\$0.00	0.00%	\$1,100.00
Electrical System - FR	\$0.00	0.00%	\$121.50	0.00%	\$0.00
Alternator - FR	\$0.00	0.00%	\$0.00	0.00%	\$608.00
Body Structure - FR	\$0.00	0.00%	\$789.50	4.51%	\$17,510.00
Body Trim - FR	\$0.00	0.00%	\$0.00	0.00%	\$12,750.00

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# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013    Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Tires - FR	\$421.50	0.00%	\$1,314.00	0.00%	\$0.00
Towing - FR	\$95.00	4.41%	\$1,005.00	46.66%	\$2,154.00
FTA Outside Repair - FR	\$0.00	0.00%	\$24,515.53	0.00%	\$0.00
Misc. - FR	\$0.00	0.00%	\$1,104.99	1299.99%	\$85.00
Radiator- FR	\$0.00	0.00%	\$0.00	0.00%	\$4,835.00
<b>FR Outside Repair - Labor</b>	<b>\$15,912.00</b>	<b>11.72%</b>	<b>\$113,364.14</b>	<b>83.51%</b>	<b>\$135,742.00</b>
Engine/Exhaust - DR	\$0.00	0.00%	\$0.00	0.00%	\$8,382.00
Transmission - DR	\$0.00	0.00%	\$0.00	0.00%	\$678.00
Fuel Tank - DR	\$0.00	0.00%	\$416.06	0.00%	\$0.00
Rearend - DR	\$0.00	0.00%	\$0.00	0.00%	\$1,025.00
Suspension - DR	\$0.00	0.00%	\$0.00	0.00%	\$879.00
Wheels - DR	\$515.58	23.41%	\$515.58	23.41%	\$2,202.00
Glass Products -DR	\$0.00	0.00%	\$0.00	0.00%	\$806.00
Wheelchair Lift - DR	\$0.00	0.00%	\$0.00	0.00%	\$213.00
Heating System - DR	\$0.00	0.00%	\$0.00	0.00%	\$85.00
Air Conditioning System - DR	\$0.00	0.00%	\$212.50	83.33%	\$255.00
Electrical System - DR	\$0.00	0.00%	\$554.35	217.39%	\$255.00
Alternator - DR	\$0.00	0.00%	\$0.00	0.00%	\$2,197.00
Body Structure - DR	\$0.00	0.00%	\$0.00	0.00%	\$5,000.00
Body Trim - DR	\$0.00	0.00%	\$549.10	57.92%	\$948.00
Tires - DR	\$51.00	0.00%	\$154.00	0.00%	\$0.00
Towing - DR	\$0.00	0.00%	\$715.00	81.90%	\$873.00
Misc. - DR	\$0.00	0.00%	\$67.68	0.00%	\$0.00
<b>DR Outside Repair-Labor</b>	<b>\$566.58</b>	<b>2.38%</b>	<b>\$3,184.27</b>	<b>13.38%</b>	<b>\$23,798.00</b>
Garage Maintenance Equipment	\$1,454.23	9.09%	\$5,407.90	33.80%	\$16,000.00
Other Outside Repair	\$120.80	0.00%	\$390.64	0.00%	\$0.00
Support Vehicles	\$0.00	0.00%	\$0.00	0.00%	\$9,000.00
Overhead Doors	\$0.00	0.00%	\$0.00	0.00%	\$3,500.00
Office Equipment Maintenance	\$131.00	2.18%	\$4,920.40	82.01%	\$6,000.00
HVAC	\$0.00	0.00%	\$478.83	15.96%	\$3,000.00
Bus Washer	\$0.00	0.00%	\$0.00	0.00%	\$2,000.00
Fuel Station	\$0.00	0.00%	\$457.72	22.89%	\$2,000.00
Radio Maintenance	\$0.00	0.00%	\$40.00	0.53%	\$7,500.00
Building Maintenance	\$2,618.00	15.40%	\$20,529.15	120.76%	\$17,000.00
FTA Garage Maintenance	\$0.00	0.00%	\$554.50	0.00%	\$0.00
<b>Total Contract Maintenance Servies</b>	<b>\$4,324.03</b>	<b>6.55%</b>	<b>\$32,779.14</b>	<b>49.67%</b>	<b>\$66,000.00</b>
Custodial Services	\$0.00	0.00%	\$0.00	0.00%	\$1,500.00

## Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2013    Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Garbage Disposal	\$164.50	6.58%	\$1,142.00	45.68%	\$2,500.00
Pest Control	\$0.00	0.00%	\$429.00	53.63%	\$800.00
Alarm System Service	\$191.00	6.37%	\$1,787.00	59.57%	\$3,000.00
<b>Total Custodial Services</b>	<b>\$355.50</b>	<b>4.56%</b>	<b>\$3,358.00</b>	<b>43.05%</b>	<b>\$7,800.00</b>
Pre-Employment Physicals	\$0.00	0.00%	\$1,430.00	47.67%	\$3,000.00
Employee Drug Testing	\$325.00	10.83%	\$1,435.00	47.83%	\$3,000.00
Advertising - Employment	\$0.00	0.00%	\$1,105.68	17.01%	\$6,500.00
Employee Recognition	\$0.00	0.00%	\$220.00	4.40%	\$5,000.00
Management Expenses	\$8,298.40	134.28%	\$36,872.40	596.64%	\$6,180.00
Pre-Screening Fees	\$0.00	0.00%	\$0.00	0.00%	\$500.00
<b>Total Employment Expenses</b>	<b>\$8,623.40</b>	<b>35.66%</b>	<b>\$41,063.08</b>	<b>169.82%</b>	<b>\$24,180.00</b>
Diesel Fuel - Bio-Diesel	\$0.00	0.00%	\$174.03	0.00%	\$0.00
Diesel Fuel - Others	\$92,934.43	7.56%	\$645,143.51	52.45%	\$1,230,000.00
Gasoline	\$5,396.61	8.91%	\$42,695.12	70.45%	\$60,600.00
LP Gas	\$94.97	15.83%	\$436.84	72.81%	\$600.00
Diesel Exhaust Fluid	\$165.03	0.00%	\$863.02	0.00%	\$0.00
<b>Total Fuel</b>	<b>\$98,591.04</b>	<b>7.64%</b>	<b>\$689,312.52</b>	<b>53.39%</b>	<b>\$1,291,200.00</b>
Oil	\$949.06	7.29%	\$4,551.04	34.95%	\$13,023.00
Transmission Fluid	\$263.39	6.10%	\$2,594.14	60.09%	\$4,317.00
Hydraulic Oil	\$0.00	0.00%	\$0.00	0.00%	\$3,625.00
Grease	\$0.00	0.00%	\$0.00	0.00%	\$620.00
Rear End Grease	\$0.00	0.00%	\$0.00	0.00%	\$2,051.00
Lubricant Waste Disposal	\$85.00	0.00%	\$85.00	0.00%	\$0.00
Antifreeze	\$205.42	17.26%	\$1,840.96	154.70%	\$1,190.00
Freon	\$0.00	0.00%	\$0.00	0.00%	\$1,700.00
Windshield Fluid	\$0.00	0.00%	\$0.00	0.00%	\$175.00
<b>Lubricants</b>	<b>\$1,502.87</b>	<b>5.63%</b>	<b>\$9,071.14</b>	<b>33.97%</b>	<b>\$26,701.00</b>
Tires - Other - FR	\$221.00	0.47%	\$1,758.50	3.76%	\$46,799.00
Tires New - FR	\$11,580.08	0.00%	\$21,930.40	0.00%	\$0.00
Tires Recap - FR	\$11,426.23	0.00%	\$19,359.75	0.00%	\$0.00
Tires Sections - FR	\$0.00	0.00%	\$603.00	0.00%	\$0.00
<b>Total Tires - FR</b>	<b>\$23,227.31</b>	<b>49.63%</b>	<b>\$43,651.65</b>	<b>93.27%</b>	<b>\$46,799.00</b>
Tires - Other - DR	\$60.00	0.61%	\$423.50	4.27%	\$9,914.00
Tires New - DR	\$430.05	0.00%	\$2,505.39	0.00%	\$0.00
Tires Recap - DR	\$450.00	0.00%	\$750.00	0.00%	\$0.00



# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013    Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
<b>Total Tires - DR</b>	<b>\$940.05</b>	<b>9.48%</b>	<b>\$3,678.89</b>	<b>37.11%</b>	<b>\$9,914.00</b>
<b>Total Tires</b>	<b>\$24,167.36</b>	<b>42.61%</b>	<b>\$47,330.54</b>	<b>83.46%</b>	<b>\$56,713.00</b>
Bus Repair Parts	\$0.00	0.00%	\$917.57	0.00%	\$0.00
Freight	\$0.00	0.00%	\$1,487.00	60.84%	\$2,444.00
Bus Parts - FR	\$13,877.33	6.69%	\$30,263.51	14.59%	\$207,466.00
Engine/Exhaust - FR	\$0.00	0.00%	\$2,812.41	0.00%	\$0.00
Transmission - FR	\$0.00	0.00%	\$10,936.00	0.00%	\$0.00
Rearend - FR	\$45.78	0.00%	\$45.78	0.00%	\$0.00
Suspension - FR	\$0.00	0.00%	\$80.00	0.00%	\$0.00
Air System - FR	\$96.80	0.00%	\$279.78	0.00%	\$0.00
Air Compressor - FR	\$0.00	0.00%	(\$110.00)	0.00%	\$0.00
Brakes and Wheels - FR	\$0.00	0.00%	\$3,536.79	0.00%	\$0.00
Heating System - FR	\$0.00	0.00%	\$207.12	0.00%	\$0.00
Electrical System - FR	\$0.00	0.00%	\$29.94	0.00%	\$0.00
Alternator - FR	\$0.00	0.00%	\$452.05	0.00%	\$0.00
Body Trim - FR	(\$6,300.00)	0.00%	\$3,991.09	0.00%	\$0.00
Misc - FR	\$6.93	0.00%	\$667.94	0.00%	\$0.00
Glass Products - FR	\$0.00	0.00%	\$49.79	0.00%	\$0.00
Core Charges	\$146.04	0.00%	\$2,316.04	0.00%	\$0.00
<b>Total Bus Parts - FR</b>	<b>\$7,872.88</b>	<b>3.75%</b>	<b>\$57,962.81</b>	<b>27.61%</b>	<b>\$209,910.00</b>
Bus Parts Other - DR	\$36.41	0.13%	\$2,446.62	8.78%	\$27,850.00
Engine/Exhaust - DR	\$0.00	0.00%	\$49.54	0.00%	\$0.00
Rearend - DR	\$0.00	0.00%	\$374.74	0.00%	\$0.00
Brakes and Wheels - DR	\$0.00	0.00%	\$489.25	0.00%	\$0.00
Electrical System - DR	\$0.00	0.00%	\$401.13	0.00%	\$0.00
Batteries - DR	\$0.00	0.00%	\$57.78	0.00%	\$0.00
Misc - DR	\$4.34	0.00%	\$269.32	0.00%	\$0.00
<b>Total Bus Parts - DR</b>	<b>\$40.75</b>	<b>0.15%</b>	<b>\$4,088.38</b>	<b>14.68%</b>	<b>\$27,850.00</b>
<b>Total Bus Repair Parts</b>	<b>\$7,913.63</b>	<b>3.33%</b>	<b>\$62,051.19</b>	<b>26.10%</b>	<b>\$237,760.00</b>
Materials & Supplies - Other	\$1,036.94	0.00%	\$6,393.21	0.00%	\$0.00
Freight	\$1,042.99	0.00%	\$1,793.89	0.00%	\$0.00
Misc. Consumables	\$249.88	11.36%	\$1,790.13	81.37%	\$2,200.00
Welding Supplies	\$0.00	0.00%	\$81.69	16.34%	\$500.00
Safety Equipment Supplies	\$44.43	0.89%	\$1,073.09	21.46%	\$5,000.00
Solvent Tank	\$85.00	8.50%	\$170.00	17.00%	\$1,000.00
Cleaning Supplies	\$471.07	6.28%	\$3,086.75	41.16%	\$7,500.00
Towels, Rags, Rugs	\$215.72	5.39%	\$1,974.82	49.37%	\$4,000.00

# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013    Period 7

Division: 00 General Operating Fund

As of: 01/31/2013

	January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Machine Rentals	\$0.00	0.00%	\$434.03	6.20%	\$7,000.00
General Building Supplies	\$2,525.75	50.52%	\$5,348.89	106.98%	\$5,000.00
<b>Total Other Materials &amp; Supplies</b>	<b>\$5,671.78</b>	<b>17.61%</b>	<b>\$22,146.50</b>	<b>68.78%</b>	<b>\$32,200.00</b>
Bus Shelters, Benches, Signs	\$0.00	0.00%	\$370.79	2.47%	\$15,000.00
Supplies/Forms-Transport Dept	\$0.00	0.00%	\$28.76	0.00%	\$0.00
Digital Security System	\$0.00	0.00%	\$227.00	3.78%	\$6,000.00
Documents - Maintenance Department	\$100.17	0.00%	\$189.08	0.00%	\$0.00
Shop Tools	\$0.00	0.00%	\$5,655.98	56.56%	\$10,000.00
<b>Total Other Non-Classified</b>	<b>\$100.17</b>	<b>0.32%</b>	<b>\$6,471.61</b>	<b>20.88%</b>	<b>\$31,000.00</b>
Office Supplies-Office Equipment	\$87.48	8.75%	\$932.80	93.28%	\$1,000.00
Office Supplies	\$323.04	1.32%	\$5,339.21	21.79%	\$24,500.00
Computer Hardware & Repair	\$879.25	8.79%	\$18,447.89	184.48%	\$10,000.00
Computer Software	\$349.99	0.70%	\$38,327.91	76.66%	\$50,000.00
Shipping/Handling	\$135.00	5.40%	\$1,109.08	44.36%	\$2,500.00
Tracking System	\$0.00	0.00%	\$0.00	0.00%	\$55,000.00
Contract Administration Expense	\$0.00	0.00%	\$450.00	0.00%	\$0.00
<b>Total Computer and Office Supplies</b>	<b>\$1,774.76</b>	<b>1.24%</b>	<b>\$64,606.89</b>	<b>45.18%</b>	<b>\$143,000.00</b>
Telephone	\$67.59	0.39%	\$11,316.86	65.61%	\$17,248.00
Gas	\$7,117.17	46.07%	\$24,345.35	157.58%	\$15,450.00
Electricity	\$0.00	0.00%	\$24,335.04	40.72%	\$59,767.00
Water	\$1,448.75	13.99%	\$5,222.88	50.45%	\$10,352.00
Satellite/Cable	\$97.98	10.52%	\$1,876.56	201.56%	\$931.00
Internet Service	\$396.90	24.07%	\$2,097.96	127.23%	\$1,649.00
<b>Total Utilities</b>	<b>\$9,128.39</b>	<b>8.66%</b>	<b>\$69,194.65</b>	<b>65.65%</b>	<b>\$105,397.00</b>
Property Damage Expense	\$11,690.23	46.76%	\$15,740.93	62.96%	\$25,000.00
Fire Insurance	\$0.00	0.00%	\$19,693.68	56.67%	\$34,750.00
Motor Vehicle Liability Insurance	\$59,539.92	36.24%	\$93,646.07	57.00%	\$164,279.00
Other Insurance	\$1,500.00	7.71%	\$15,282.88	78.58%	\$19,448.00
Comprehensive Dishonesty	\$0.00	0.00%	\$0.00	0.00%	\$500.00
Felonious Assault	\$35.60	7.12%	\$320.40	64.08%	\$500.00
<b>Total Other Insurance</b>	<b>\$72,765.75</b>	<b>29.76%</b>	<b>\$144,683.96</b>	<b>59.18%</b>	<b>\$244,477.00</b>
Vehicle Inspection & Registration	\$0.00	0.00%	\$800.00	32.00%	\$2,500.00
Management Publications & Memberships	\$0.00	0.00%	\$80.00	0.00%	\$0.00
Dues & Subscriptions	\$719.00	0.00%	\$975.00	0.00%	\$0.00
IPTA Dues	\$0.00	0.00%	\$90.00	1.03%	\$8,755.00

# Bloomington Normal Public Transit

## Income Statement With Approved Budget

Fiscal Year: 2013	Period 7	Division: 00 General Operating Fund		As of: 01/31/2013		
		January - 2013		Jul-2012 Thru Jan-2013 Year To Date		Approved Budget
Subscriptions		\$0.00	0.00%	\$0.00	0.00%	\$198.00
Other Publications		\$0.00	0.00%	\$0.00	0.00%	\$824.00
APTA Dues		\$0.00	0.00%	\$14,846.00	132.55%	\$11,200.00
<b>Total Dues/Subscriptions/Fees</b>		<b>\$719.00</b>	<b>3.06%</b>	<b>\$16,791.00</b>	<b>71.52%</b>	<b>\$23,477.00</b>
Trustee's Expense		\$0.00	0.00%	\$2,900.42	36.26%	\$8,000.00
Travel & Meetings		\$2,375.07	3.65%	\$28,219.54	43.41%	\$65,000.00
Employee Recognition		\$97.57	0.00%	\$1,850.56	0.00%	\$0.00
Advertising - Promotions		\$0.00	0.00%	\$26,103.59	0.00%	\$0.00
Media Promotions		\$0.00	0.00%	\$3,270.00	7.27%	\$45,000.00
Maps & Schedules		\$0.00	0.00%	\$6,949.94	69.50%	\$10,000.00
Public Notices		\$575.00	19.17%	\$845.00	28.17%	\$3,000.00
Safety/Training		\$464.65	0.00%	\$3,847.37	0.00%	\$0.00
Printed Materials		\$0.00	0.00%	\$9,614.73	64.10%	\$15,000.00
Web Site		\$0.00	0.00%	\$210.00	4.88%	\$4,300.00
Miscellaneous		\$24.65	8.22%	\$284.18	94.73%	\$300.00
Miscellaneous Expense		\$1,439.77	1499.76%	\$4,738.02	4935.44%	\$96.00
Illinois Dept of Revenue-Collections		\$0.00	0.00%	\$232.61	0.00%	\$0.00
Interest Expense		\$0.00	0.00%	\$15.55	0.00%	\$0.00
Lease & Rental		\$338.91	0.00%	\$338.91	0.00%	\$0.00
Capital Outlay		\$176,981.11	0.00%	\$576,378.31	0.00%	\$0.00
Rolling Stock		\$707,586.00	9.05%	\$713,086.00	9.12%	\$7,820,000.00
Capital Outlay - Other		\$0.00	0.00%	\$51,815.00	3.63%	\$1,427,672.00
<b>Total Expenses</b>		<b>\$1,644,762.73</b>	<b>8.61%</b>	<b>\$6,426,807.11</b>	<b>33.65%</b>	<b>\$19,098,527.00</b>
Net Income (Loss)		(\$121,913.28)	-26.46%	(\$57,738.38)	-12.53%	\$460,674.00

# Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2013    Period 7

Division: 00 General Operating Fund

As of: 01/31/2013

January - 2013

Jul-2012 Thru Jan-2013  
Year To Date

Approved Budget

**Bloomington Normal Public Transit  
Balance Sheet**

Fiscal Year: 2013      Period 7      January - 2013      Division: 99 Board Reports      As of: 01/31/2013

Assets	
<b>Current Assets</b>	
Checking and Savings	\$3,330,201.39
Accounts Receivable	\$4,312,339.36
Inventory Asset - Fuel	\$36,030.71
Inventory Asset - Parts	\$141,299.56
Inventory Asset - Tires	\$15,266.92
Other Current Assets	\$140,304.25
<b>Total Current Assets</b>	<b>\$7,975,442.19</b>
Fixed Assets	\$13,365,024.00
<b>Total Assets</b>	<b>\$21,340,466.19</b>
<b>Liabilities &amp; Equity</b>	
<b>Liabilities</b>	
Accounts Payable	\$500,733.55
Payroll Liabilities	\$604,112.87
Contracts	\$54,747.05
Due to Illinois Funds Account	\$2,430,588.00
Deferred Revenue	\$94,864.96
Deficit Funding Advance	\$0.00
<b>Total Liabilities</b>	<b>\$3,685,046.43</b>
<b>EQUITY</b>	
Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00
<b>Total Equity</b>	<b>\$19,253,945.39</b>
Retained Earnings	(\$1,598,525.63)
<b>Total Liabilities &amp; Equity</b>	<b>\$21,340,466.19</b>

**Bloomington Normal Public Transit  
Balance Sheet**

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Fiscal Year: 2013      Period 7      January - 2013      Division: 99 Board Reports      As of: 01/31/2013

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Statistics	Feb 2013				Feb 2012				% 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
<b>Connect Transit</b>												
Green A (2 buses)	24,085	9,136	681	36.35	30,493	9,792	710	42.93	-21.0%	-6.7%	-4.0%	-17.7%
Red B (2 buses)	22,098	8,872	699	31.59	22,956	9,245	729	31.49	-3.7%	-4.0%	-4.0%	0.3%
Purple C (2 buses)	10,731	4,034	695	15.46	12,497	4,443	727	17.18	-14.0%	-4.0%	-4.6%	-9.9%
Pink D (1 bus)	6,851	4,312	328	20.87	7,490	4,493	342	21.89	-8.5%	-4.0%	-4.0%	-4.7%
Blue E (1 bus)	5,182	5,020	359	14.44	6,404	5,229	374	17.38	-20.2%	-4.0%	-4.0%	-19.9%
Brown F (2 buses)	8,539	9,828	725	11.78	10,210	10,242	755	13.52	-16.4%	-4.0%	-4.0%	-12.8%
Yellow G (2 buses)	16,803	9,013	714	23.67	18,697	10,016	744	25.11	-9.6%	-4.0%	-4.0%	-9.8%
Orange H (2 buses)	15,807	9,600	711	22.22	18,958	10,009	741	25.58	-16.6%	-4.1%	-4.0%	-13.1%
Light I (2 buses)	1,5783	11,860	999	20.37	19,312	12,625	724	28.62	-8.0%	-0.1%	-4.0%	-4.2%
Teal J (1 bus)	1,865	8,812	350	5.33	2,061	9,350	367	5.62	-9.5%	-5.8%	-4.6%	-5.2%
Agua K (2 bus)	8,037	5,724	398	18.95	7,343	5,964	373	19.67	-17.8%	-4.0%	-4.0%	-14.3%
NCWHS Tripper (1 bus)	43	70	3	12.57	30	70	3	8.77	43.3%	0.0%	0.0%	43.3%
ISU Tri-Towers (2 buses)	33,437	4,266	403	90.09	33,581	4,469	420	80.91	13.1%	-4.8%	-4.8%	0.0%
ISU College Station (2 buses)	9,446	6,480	489	19.30	6,475	6,804	514	12.60	45.9%	-4.8%	-4.8%	0.0%
North Side (2 buses)	6,707	5,807	422	15.89	5,807	5,079	434	13.37	15.6%	-2.5%	-2.8%	0.0%
<b>Total Fixed Route</b>	<b>190,528</b>	<b>108,453</b>	<b>7,631</b>	<b>24.97</b>	<b>202,804</b>	<b>113,732</b>	<b>7,959</b>	<b>25.48</b>	<b>-6.1%</b>	<b>-4.6%</b>	<b>-4.1%</b>	<b>-2.0%</b>
<b>Demand Response</b>												
Connect Mobility	4,179	18,801	1,453	2.87	3,833	18,901	1,394	2.75	8.8%	3.7%	4.2%	-4.3%
Connect Late Night	616	3,243	202	3.05	651	4,522	231	2.82	-5.4%	-28.3%	-12.7%	8.4%
<b>Total Demand Response</b>	<b>4,795</b>	<b>22,044</b>	<b>1,655</b>	<b>2.89</b>	<b>4,484</b>	<b>23,423</b>	<b>1,625</b>	<b>2.76</b>	<b>6.7%</b>	<b>-2.5%</b>	<b>1.8%</b>	<b>4.8%</b>
<b>SYSTEM TOTALS</b>	<b>195,313</b>	<b>131,297</b>	<b>9,286</b>	<b>21.03</b>	<b>207,288</b>	<b>137,155</b>	<b>9,584</b>	<b>21.63</b>	<b>-5.8%</b>	<b>-4.3%</b>	<b>-3.1%</b>	<b>-2.8%</b>







Statistics	YTD-Feb 2013				YTD Feb 2012				% 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
<b>Connect Transit</b>												
Green A (2 buses)	184,889	73,869	5,732	34.17	197,829	79,839	5,789	34.17	-1.0%	-1.2%	-1.0%	0.0%
Red B (2 buses)	157,074	75,113	5,887	26.68	149,565	75,392	5,944	25.16	5.0%	-0.4%	-1.0%	6.0%
Purple C (2 buses)	89,981	73,321	5,847	18.03	97,344	77,024	5,928	19.42	1.7%	0.9%	-1.4%	3.1%
Pink D (1 bus)	53,938	36,290	2,763	19.52	57,420	36,644	2,790	20.58	-6.1%	-1.0%	-1.0%	-5.2%
Blue E (1 bus)	41,129	42,252	3,019	13.62	48,689	42,671	3,049	14.97	-16.6%	-1.0%	-1.0%	-14.7%
Brown F (2 buses)	73,808	82,594	6,096	12.11	83,731	83,511	6,158	13.60	-11.9%	-1.1%	-1.0%	-10.9%
Yellow G (2 buses)	168,987	81,087	6,010	28.88	139,444	81,691	6,098	22.98	2.0%	-0.8%	1.0%	3.8%
Orange H (2 buses)	132,410	81,012	5,986	22.12	135,334	81,546	6,044	22.39	-2.2%	-0.7%	-1.0%	-1.2%
Ums I (2 buses)	148,901	101,242	6,852	20.44	144,828	101,020	5,911	24.80	2.8%	1.7%	1.0%	3.8%
Teal J (1 bus)	16,865	74,895	2,946	5.73	15,647	76,237	2,989	5.24	7.8%	-1.8%	-1.4%	9.4%
Aqua K (2 buses)	87,008	48,174	3,016	19.00	86,903	48,645	3,048	19.68	0.2%	-1.0%	1.0%	1.2%
NCWHS Tripper (1 bus)	222	394	19	11.57	252	425	21	12.17	-11.9%	-7.3%	-7.3%	-4.9%
ISU (1 bus)	140,135	24,045	2,285	63.38	185,508	23,894	2,240	74.93	-12.2%	0.9%	0.2%	-12.0%
ISU College Station (2 buses)	74,481	36,612	2,724	27.34	34,730	36,288	2,740	12.67	114.5%	0.9%	-0.6%	115.7%
Site Rides (3 buses)	33,811	30,402	2,210	15.30	28,561	31,189	2,209	13.05	14.4%	-2.5%	-2.5%	17.2%
<b>Total Fixed Route</b>	<b>1,374,060</b>	<b>869,284</b>	<b>60,344</b>	<b>22.77</b>	<b>1,357,776</b>	<b>877,945</b>	<b>60,981</b>	<b>22.27</b>	<b>1.2%</b>	<b>-1.0%</b>	<b>-1.0%</b>	<b>2.3%</b>
<b>Demand Response</b>												
Connect Mobility	32,241	150,589	11,212	2.88	27,090	153,405	11,481	2.36	19.0%	-1.6%	-2.4%	22.0%
Connect Late Night	4,971	27,851	1,964	2.53	5,247	34,185	2,291	2.29	-5.3%	-18.5%	-14.3%	10.6%
<b>Total Demand Response</b>	<b>37,212</b>	<b>178,440</b>	<b>13,176</b>	<b>2.82</b>	<b>32,337</b>	<b>187,590</b>	<b>13,783</b>	<b>2.35</b>	<b>15.1%</b>	<b>-4.7%</b>	<b>-4.4%</b>	<b>20.4%</b>
<b>SYSTEM TOTALS</b>	<b>1,411,272</b>	<b>1,048,124</b>	<b>73,519</b>	<b>19.20</b>	<b>1,390,113</b>	<b>1,065,535</b>	<b>74,764</b>	<b>18.59</b>	<b>1.5%</b>	<b>-1.6%</b>	<b>-1.7%</b>	<b>3.2%</b>

Analysis & Interpretation

Metrics		YTD Feb-13			YTD Feb-13		YTD Feb-13		YTD Feb-13	
		Target	FY2013	FY2012	% Change					
Efficiency	Total Boardings per Revenue Hour	18	19.3	18.0	5.5%	Total Boardings per Revenue Mile	1	1.3	1.3	0.2%
	Total Boardings per Trip/la	1	1.6	1.0	1.5%	Total Preventable Accidents per 100,000 Miles	0.0	11	12	-8.3%
Safety	Preventable Accidents per 100,000 Miles	0.0	11	4	-47.2%	Efficiency	13.3%	15.4%	14.6%	1.5%
	Average Fare	\$ 0.68	\$ 0.47	\$ 0.42	16.1%	Cost per Revenue Hour	\$ 74.22	\$ 86.30	\$ 88.20	10.5%
Base Statistics	Cost per Revenue Hour	\$ 74.22	\$ 86.30	\$ 88.20	10.5%	Cost per Customer	\$ 8.10	\$ 9.07	\$ 7.58	0.7%
	Operating Expense Investment per Customer	\$ 2.12	\$ 2.00	\$ 2.45	0.6%	Total Customers	1,411,272	1,390,113	1,390,113	1.5%
For Calculations	Total Revenue Miles		1,048,124	1,065,535	-1.6%	Total Revenue Hours	73,519	74,764	74,764	-1.7%
	Total Operating Expense		\$ 4,333,084	\$ 3,999,624	8.3%	Total Operating Revenue (includes all directly generated revenue such as Universal Access)	\$ 668,005	\$ 582,355	\$ 582,355	14.7%
	Total Operating Revenue (includes all directly generated revenue such as Universal Access)		\$ 4,333,084	\$ 3,999,624	8.3%					
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%					
	Total Revenue Miles		1,048,124	1,065,535	-1.6%					



# connect TRANSIT

March 20, 2013

Board of Trustees

Subject: Recommendation for Auto, Property, and Workers Compensation Insurance Renewal

Connect Transit is recommending approval of the insurance renewal starting on April 1, 2013 through March 31, 2014. The recommendation represents a total cost of \$434,237 and a \$85,053 increase over last year's renewal.

### PROPOSED ACTION

Authorize the General Manager to execute the renewal for insurance. The premium rates are below:

Carrier Coverage	Annualized Expiring Premium	Expiring Premium Adjusted to Current Rating Basis	Renewal Premium
United Heartland Workers Compensation	\$182,173.00	\$228,647.00	\$243,146.00
OneBeacon Insurance Company Property, Equipment Breakdown, Inland Marine	\$10,722.00	\$10,722.00	\$12,985.00
OneBeacon Insurance Company Crime	Included in Property	Included in Property	Included in Property
OneBeacon Insurance Company General Liability	\$6,573.00	\$6,573.00	\$6,573.00
OneBeacon Insurance Company Automobile Liability	\$116,352.00	\$130,593.00	\$127,464.00
OneBeacon Insurance Company Automobile Comprehensive	Included in above	Included in above	Included in above
OneBeacon Insurance Company Umbrella	\$24,905.00	\$27,953.00*	\$36,024
OneBeacon Insurance Company D&O, EPLI	\$4,212.00	\$4,212.00	\$3,798.00
Federal Insurance Company "Chubb" Fiduciary	\$4,247.00	\$4,432.00	\$4,247.00
<b>Total</b>	<b>\$349,184.00</b>	<b>\$413,132.00</b>	<b>\$434,237.00</b>

The largest premium increase is derived from workers compensation insurance which increased \$60,793. The prior year payroll values were factored at \$4,000,712 and our current payroll value factors are \$5,031,849 this increased the premium 25.77%. The other factor that increased the premium was the number of vehicles added to auto insurance policy.

#### **BACKGROUND**

- Prior to 2010 all insurance policies were with different brokers and varying renewal dates throughout the year.
- Connect Transit awarded Assurance a three year contract for brokerage services in 2011.
- Assurance marketed the coverage and received quotes from multiple insurance companies with a common renewal date.
- The last renewal resulted in a savings of \$72,000.

#### **KEY FEATURES**

- Largest increase in premiums is derived from the increase in FY12 payroll (subject to audit).
- Added additional vehicles to the auto insurance since last renewal and will have additional support and revenue vehicles in the next few months.
- Adding an additional \$3M to the current \$2M umbrella liability policy.

#### **BUDGET INFORMATION**

The FY13 budget for auto, property, and workers compensation insurance is \$382,477 and \$193,345 has been expensed. An additional \$145,585 will be expensed for the remainder of FY13 bringing the total expenditure to \$338,930 and under budget for the fiscal year. The proposed budget for FY14 will reflect the increase in premium due from this renewal and expected increase in premium due for the workers compensation audit.

Respectfully,

Isaac Thorne  
Procurement Director



# connect TRANSIT

March 20, 2013

Board of Trustees

**Subject:** Recommendation for Award of Reconditioned Engine and Transmission Purchase and Installation RFP#13-01

Connect Transit is recommending approval of the Reconditioned Engine and Transmission Purchase and Installation RFP#13-01. We received one proposal from Cummins Mid-State Power. Initially we received interest from three vendors but two (2) of the vendors did not submit proposals.

### PROPOSED ACTION

Authorize the General Manager to execute a contract with Cummins Mid-State Power for a firm-fixed price contract, not to exceed \$341,042.00 to replace engines and transmissions on ten (10) buses. This contract will replace the engine and transmission in six (6) buses and engine only in four (4) buses. The breakdown on pricing is below:

Vehicle/Age	Replacement	Cost
Gillig 2004	Engine and Transmission	\$35,080.00
Gillig 2005	Engine and Transmission	\$35,900.00
Gillig 2004	Engine Only	\$23,794.00
Gillig 2005	Engine Only	\$24,614.00
Gillig 2004	Transmission Only	\$11,286.00
Gillig 2005	Transmission Only	\$11,286.00

### BACKGROUND

- Connect applied for and received a Federal Transit Administration State of Good Repair grant for \$254,400 in October of 2012 to rebuild 2004 and 2005 buses.
- 2004 and 2005 buses have an average of 454,861 miles per vehicle.
- 2004 and 2005 buses average 55,000 miles per year.
- In FY13 Connect replaced six (6) transmissions and four (4) engines due to failure.

### KEY FEATURES

- The contract will reduce the number of buses that need an engine or transmission replacement from fourteen (14) to four (4) buses.
- Allow Connect Transit us to operate the vehicles for another four to five years in revenue service.
- The project will start in April and commence in by December 2013.
- Connect Transit will purchase a three (3) year or 300,000 mile warranty for the engines and the Voith transmissions come with a eighteen (18) month or 150,000 mile warranty.

- The Cummins engine and Voith transmission will be factory reconditioned replacements.

**BUDGET INFORMATION**

The Contract will not exceed \$341,042.00. The grant will cover \$254,400 of the total cost and \$58,642 will have to be paid out of the Local Capital account. All of the warranty costs of \$28,000 for the engines will come out of operating budget. Some of the warranty cost will be expensed in the FY13 budget, but the majority will be expensed in FY14.



**connect**  
**T R A N S I T**

# Memo

To: Board of Trustees  
Connect Transit

From: Andrew Johnson  
General Manager

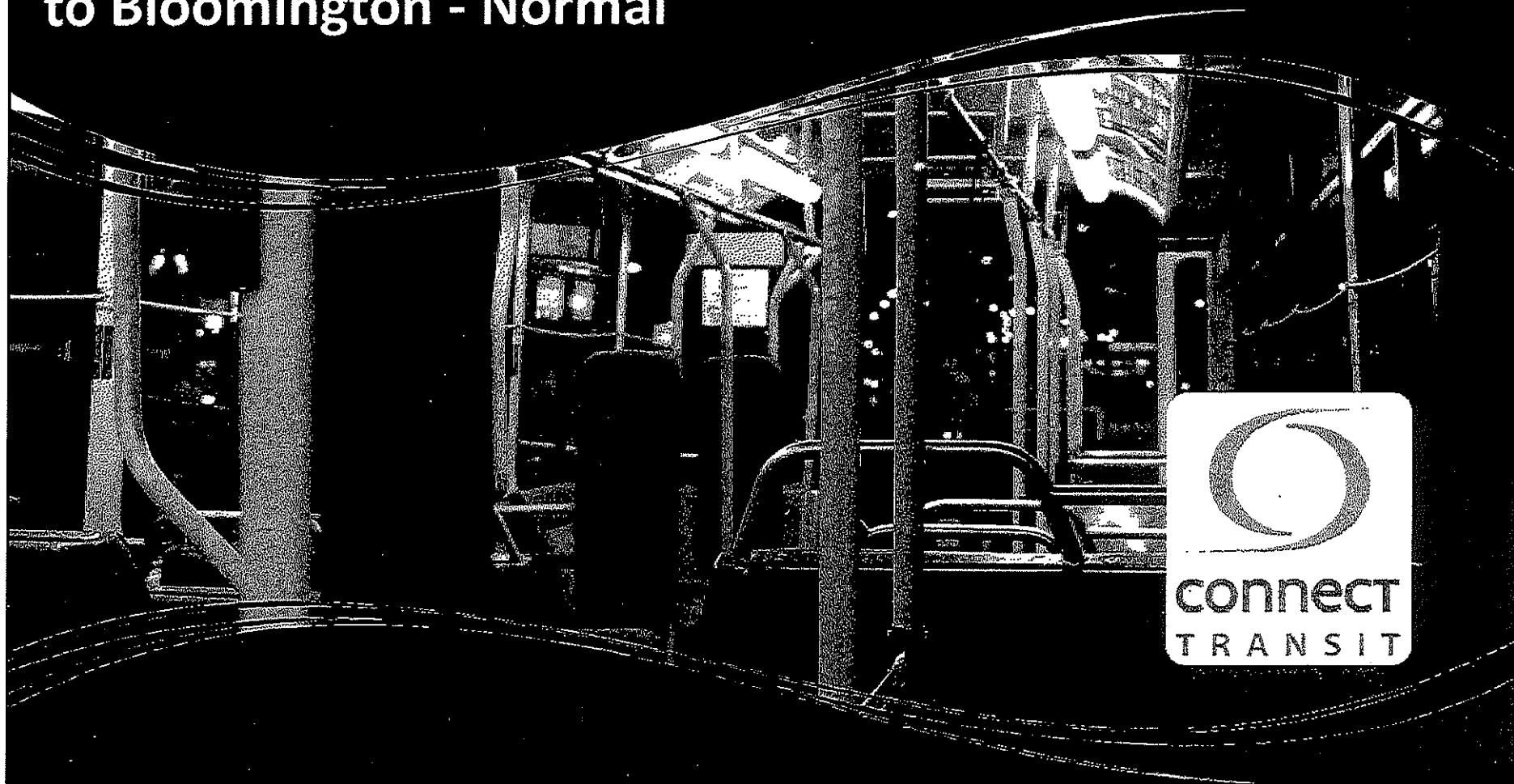
Date: March 22, 2013

Re: Cable Television Advertising Program

Staff has studied numerous ways to advertise the value of public transit in Bloomington-Normal. Not being a primary media market in central Illinois, it is a challenge to find a way to place our advertising only in our community. We have determined that advertising with Comcast Cable will allow us to focus our message in our service area. Comcast has tailored a program for Connect Transit that will last 12 months. We will be able to maintain a constant monthly on-air presence and also have the flexibility to increase our advertising when we have new initiatives to push, such as a new route structure. In addition, there is a video on demand and web component that is accessible right from a viewer's TV that will provide more in-depth information about the transit system. Comcast will take care of all advertising production and placement as part of the \$2,516 per month package.

This advertising program will promote positive awareness of the transit system at a time when the system is enacting sweeping changes and staff recommends approval.

# Branding Connect Transit to Bloomington - Normal



Presented to: **Connect Transit**  
Presented by: **Sue Goodwin**

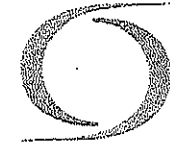
March 2013

**Comcast**  
**SPOTLIGHT**



# Proposed Campaign Summary:

## Option 2 – REVISED 3-1-13



**connect**  
TRANSIT

Production of 3x:30 Commercials and 1x 2-minute Commercial

150x :30 spots per month and 300x :30 spots per month

- Prime Rotators on Discovery, BET, and TNT
- Morning Rotators on MSNBC and HLN
- Daytime Rotators on CNN
- All Day Rotators on TV Land, BET, HLN, msnbc, Comcast Sportsnet, BTN, Syfy



100,000 monthly impressions on XFINITY.com

- 160x600 In-Banner Video on XFINITY Connect in the Bloomington Zone

**Added Value:**  
Auto Fill - free  
Channel 22 - free  
Promotion – TBD - free  
Discounted Production

1 VOD 2-Minute Asset with Telescoping (add \$400 each month)

	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	TOTAL
Xfinity.com IMP		100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	1,100,000
# of Spots on Networks		300	300	150	150	150	300	300	300	150	150	150	2400
Production	x												\$2000
Telescoping			x	x	x								\$1200
Channel 22		x	x	x	x	x	x	x	x	x	x	x	0
Auto - Fill		x	x	x	x	x	x	x	x	x	x	x	0
Promotion - TBA									x				0
<b>Investment</b>	<b>\$2000</b>	<b>\$3000</b>	<b>\$3,400</b>	<b>\$2,400</b>	<b>\$2,400</b>	<b>\$2,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$30,200</b>

# Your Marketing Campaign Objectives

## Business Objectives

- Rebrand Bloomington-Normal Public Transit System as *Connect Transit*
- Build public awareness of the new name and logo and current and new services
- Reach people who don't already ride the bus and promote its advantages

## Advertising Goals

- Geographically target advertising in the Bloomington – Normal zone
- Focus on networks that overachieve at reaching Adults in Bloomington-Normal
- Focus advertising online as well, where adults are spending more and more time.

## Target Customers

- Together we plan to reach the following people:
- Adults who live in Bloomington-Normal

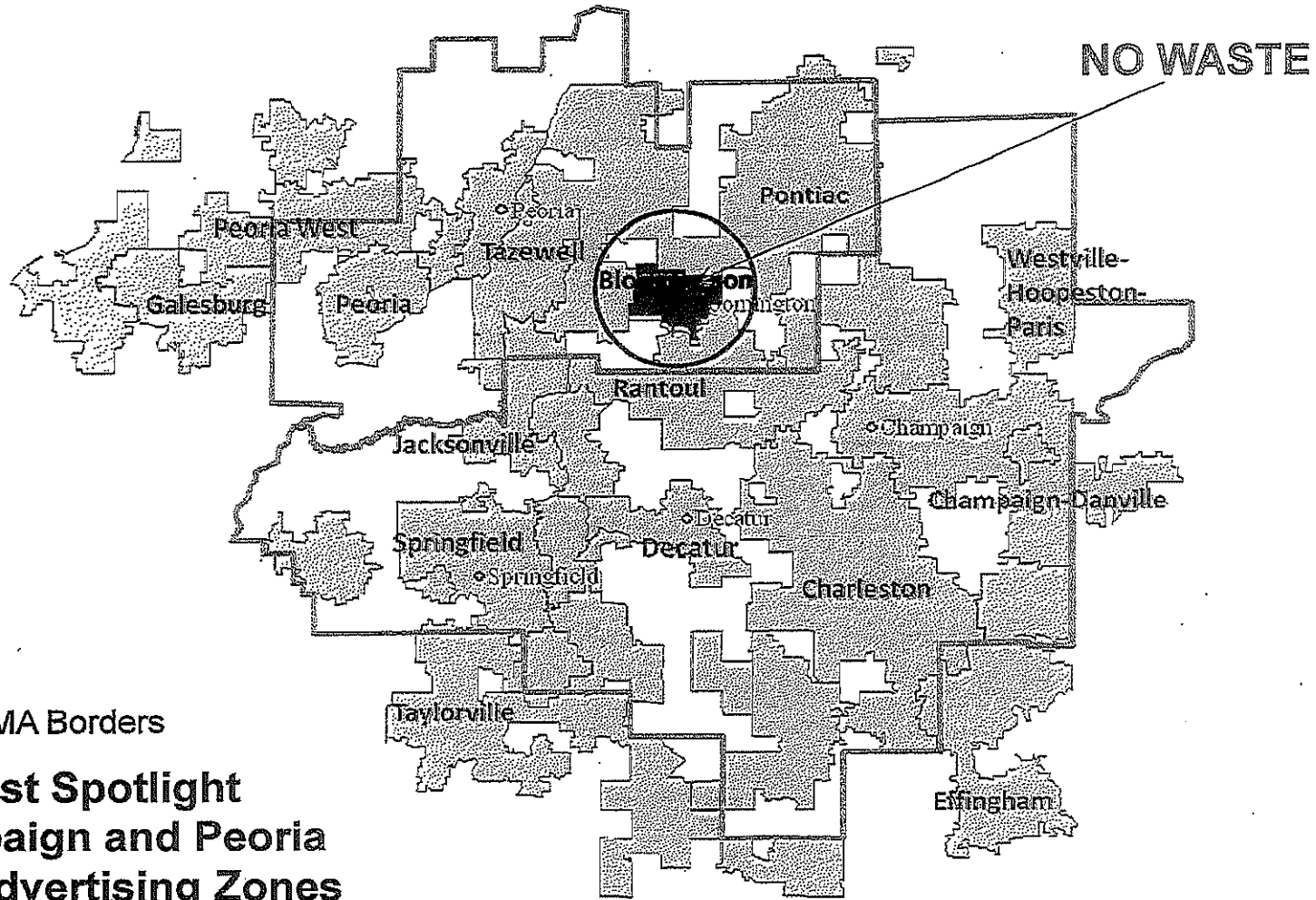


## Our Recommendation

- ✓ **:30 Commercials** to air in the Bloomington Zone, creating brand awareness of Connect Transit and their services
- ✓ **XFINITY.com** to drive people to your website to learn more about your system.  
Use in-banner video to extend your video presence to online, and in turn, increase your brand and message recall.
- ✓ **Video on Demand Telescoping** in the first 3 months of your campaign to let the public learn more about Connect Transit and what it means for them, how Connect Transit has evolved, and what a great service we have in our community.



# We Will Geographically Target Your Customers On-Air and Online



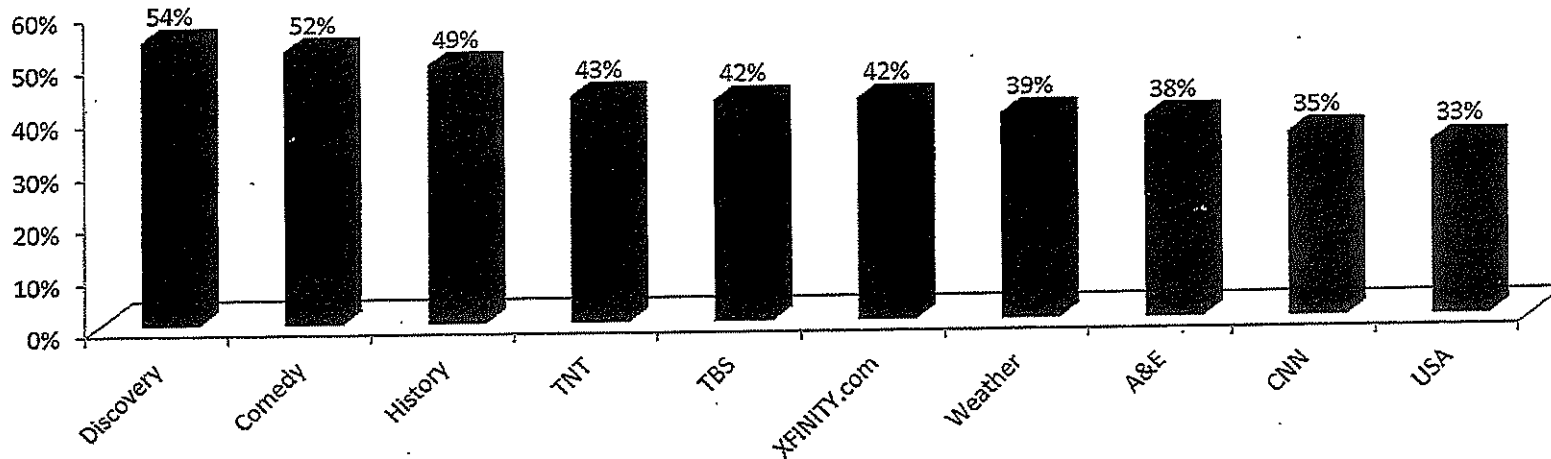
**Comcast Spotlight  
Champaign and Peoria  
DMA Advertising Zones**

DISCLOSURES: The number of subscribing homes receiving advertisements on any cable network is an estimate and may vary by geographic area and other factors. Any statement of (1) the number of subscribing homes receiving an advertisement and (2) audience estimates are based either on the NCC methodology which utilizes either Nielsen carriage & insertion Universe Estimates or adjusted internal carriage/insertion sub counts by the Nielsen full footprint Interconnect Universe Estimate. Zone estimates are generated by using Nielsen Interconnect Universe Estimates, adjusted on a pro rata basis by internal subscriber counts by zone. Nielsen Universe Estimates are derived: in Telephone Frame set-meter and diary-only markets, from a rolling average of the prior four major sweep periods of diary sample; in LPM and Area Probability set-meter markets, from a rolling average of the prior four periods of meter sample, when available. These 4 periods each consist of 4 weeks of meter sample that tie prior to the measurement cycles of February, May, July and November. Estimates may contain impressions outside the home DMA. (See also Nielsen VIP Report). The number of homes capable of accessing VOD and interactive TV advertising content is an estimate and may vary by the number of homes actually subscribing to digital cable service and other factors. Current Nielsen audience reporting methodology does not provide the ability to adjust audience estimates for HD simulcast programming for non-insertion. The company may not have the capability to insert on HD simulcast networks or to enable interactive overlays on HD simulcast networks. Audience estimates for HD programming have not been adjusted for non-insertion. The information provided will be periodically updated by the Company. For more information please contact your Account Executive.

# Reaching YOUR Target Audience with XFINITY® and Comcast Networks!

Recommended networks to reach Adults Who Have No Car, or Only 1 Car and Subscribe to Xfinity Cable in Bloomington

Top 10 Reaching (Potential)



Increase reach by advertising on networks like Discovery, which is watched by 54% of Adults with no car, or 1 car who subscribe to XFINITY.

Complement your on-air buy with XFINITY.com, which delivers 42% of this audience in an average month.

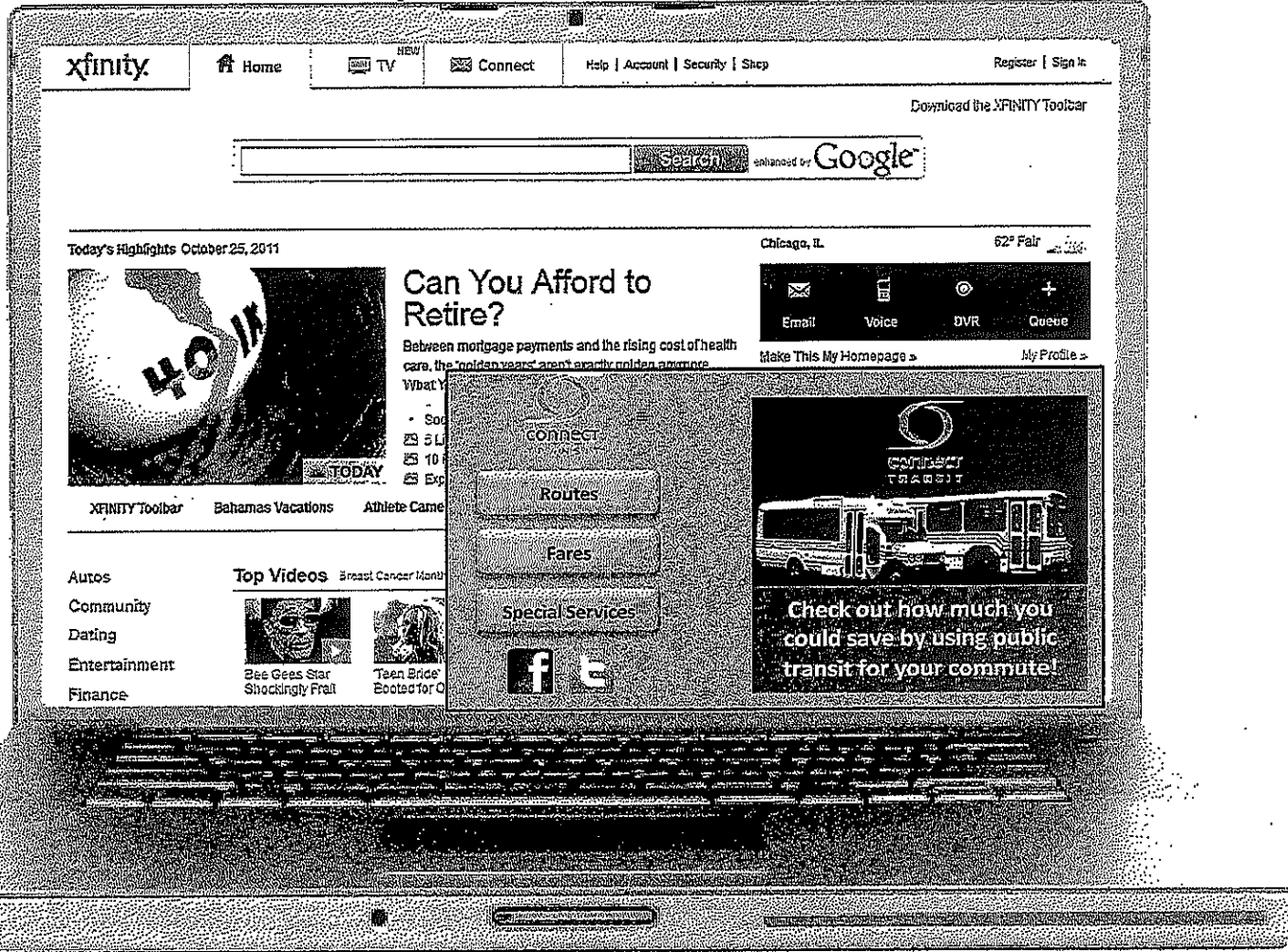
Source: Griffin Cable Report, Bloomington, IL, 3<sup>rd</sup> Quarter, 2011. Target: Subscribe to cable: Comcast. XFINITY Target: [Have Visited comcast.net in the Past Month: Yes]

\*See last page for the Comcast Spotlight disclosures regarding information found on this page.

# XFINITY at work for you

Go here for creative examples:

<http://www.spotlightcsg.com/>



# Benefits of Video on Demand

Engage longer and create a relationship with consumers through XFINITY TV On Demand!  
*Share a 2-minute video with VOD.*

## Consumer education

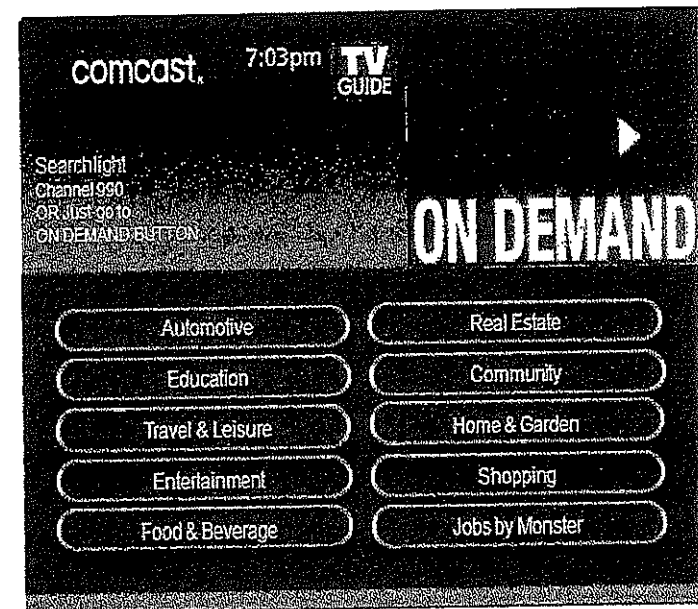
- Go in depth, provide expert advice
- Describe your product, service or procedure in more detail

## Build awareness

- Share advantages of your products & services
- Highlight all the services you provide
- Emphasize new innovations in your field

## Help consumers prepare

- Planning a project or procedure
- Video tour of a venue, location or facilities
- Customer testimonials



# Telescoping to VOD Overview

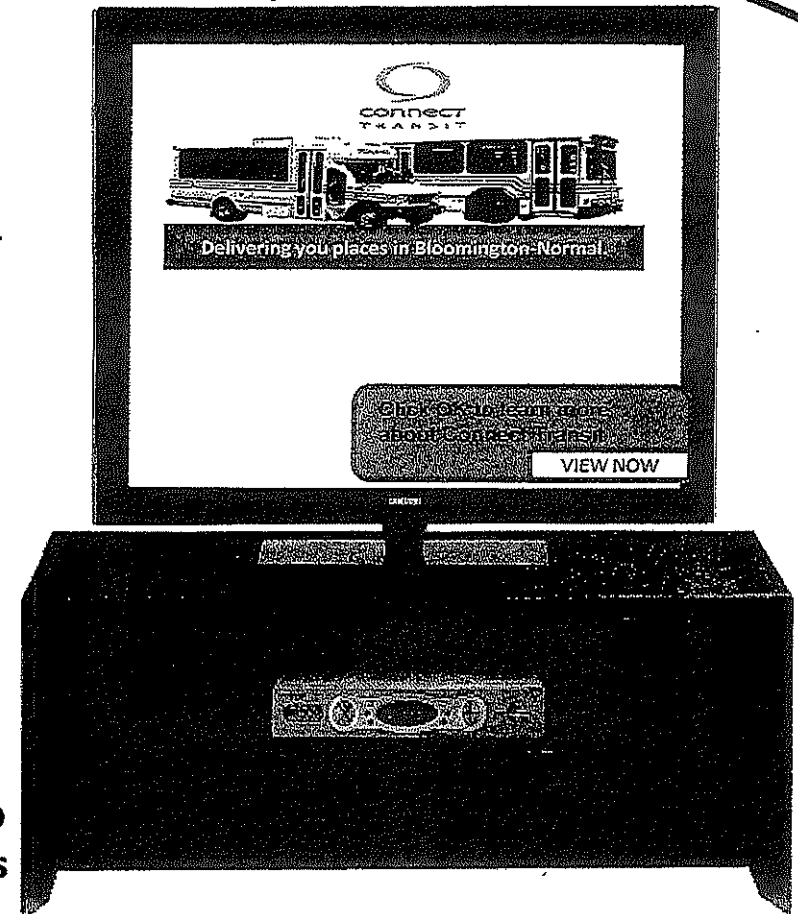
VOD Telescoping allows consumers to engage longer with your brand with 1-click of the remote!

- A small interactive “overlay” rests at the bottom of your :30 commercial allowing easy access to On Demand content
- The consumer clicks the OK button on their Comcast remote and your long-form video launches and plays

## The Interactive overlay is customizable

- **Text Copy** – 60 characters per overlay
- **Color** – Several color options available
- **Placement** - Panels can be moved top or bottom / left or right of screen

Multiple ROI metrics are aggregated directly from set-top boxes and returned to advertisers to ensure effectiveness





## CASH FARM LEASE

MADE AND ENTERED into by and between Bloomington-Normal Public Transit System, herein after called Lessor, and Mark Thompson, herein after called Lessee, this 1<sup>st</sup> day of April, 2013.

WITNESSETH:

1. That the Lessor hereby leases to Lessee, during the time period commencing on the 1<sup>st</sup> day of April, 2013, and ending on the 1<sup>st</sup> day of March, 2014, the following property (see Attachment A) to be used for farming purposes only. The tillable acres are stipulated to be 5 acres, more or less. Lessee, inconsideration of this lease, agrees to pay cash rent on the basis of \$200.00 per acre.

Rent is due and payable as follows:

100% of rent on November 1, 2013

2. Lessee agrees to do and perform the following items:
- Roadways shall be mowed at least twice during the growing season.
  - Spray fence rows in the spring with brush killer or other material.
  - To plant cover crop in the event layout acres are provided under the Government Program.
  - Ditch maintenance and tiling would be responsibility of Lessor.
  - Not to damage any existing grass waterways.
  - To provide adequate crop insurance.
  - To vacate said premises at the expiration of this lease without any notice to quit or any demands and to deliver up the premises to the Lessor.
  - Lessor consents to Lessee entering into any farm program and agrees to join in executing necessary agreements with Lessee receiving farm program payments.
  - To prorate lime application over a 4-year period.

IT IS FURTHER UNDERSTOOD AND ACKNOWLEDGED that Lessor has a lien against all crops harvested for payment of cash rent.

IT IS FURTHER UNDERSTOOD AND AGREED that this land is rent for farm uses only.

WITNESS our hands and seals this 1<sup>st</sup> day of April of 2013.

\_\_\_\_\_  
Lessor

\_\_\_\_\_  
Lessee



# Bus system undergoes big changes

By Rachel Wells  
rwells@pantagraph.com

BLOOMINGTON — From the agency's name and look of its equipment to the location of a major transfer station, the Twin Cities' bus system saw waves of change in 2012 as its general manager completed his first full year at the helm.

For passenger convenience, the most significant change at Bloomington-Normal Public Transit System, renamed Connect Transit, was the introduction of GPS software that allows riders to use their smart phones to see real-time locations of buses along their routes, said General Manager Andrew Johnson.

Johnson was hired in 2011 to run the \$9.8 million annual operation that saw record use of its buses, with more than 2 million rides, in the fiscal year ending June 30, 2012.

"The one thing we have seen a sharp decrease in is the number of phone calls we get asking 'Where's my bus,'" Johnson said.

"We were able to give them the tool to see exactly where their bus is."

Connect Transit also worked to "re-brand" itself by changing its name, adopting a logo and color scheme and developing rider guides.

The system also moved a major transfer station into Uptown Station in Normal.

Though implementation was originally expected early this



The Pantagraph/STEVE SMEDLEY

Katie Clothier, volunteer coordinator at Children's Home + Aid, left, photographs a bus with staff and Connect Transit volunteers, prior to unloading Friday outside Children's Home & Aid. Connect Transit and Amalgamated Transit Union Local 572 collected donations to benefit the Children's Home + Aid Crisis Nursery.

year, Connect Transit pushed back a major overhaul of its bus routes, which remain largely unchanged over the previous few decades.

After elderly and disabled riders raised accessibility and safety concerns about the proposed changes, Connect Transit regrouped and in February of

this year held listening sessions to help inform its riders about changes.

Mick Ferrell, president of Amalgamated Transit Union Local 752, said Johnson since has formed a task force that involves union leaders to provide input.

"I'm very pleased with the

direction it's going. The union leadership is involved in the restructuring and we hope to reach a favorable consensus for the riding public as well as the system itself," he said.

Though the union supports modernizing the routes, in a separate matter it pushed to include more employees under

the bargaining unit.

A non-union employee also filed a complaint with the Illinois Department of Human Rights alleging discrimination due to age and health when she was demoted from a supervisory position.

Both matters were still pending early in 2013.

**SATURDAY,  
March 16, 2013**

Normal's Uptown Station has exceeded the expectations of planners as the number of passengers for Amtrak and buses have grown.

The Pantagraph/DAVID PROEBER

# New look Uptown

## Normal's transportation hub meeting expectations

By Mary Ann Ford

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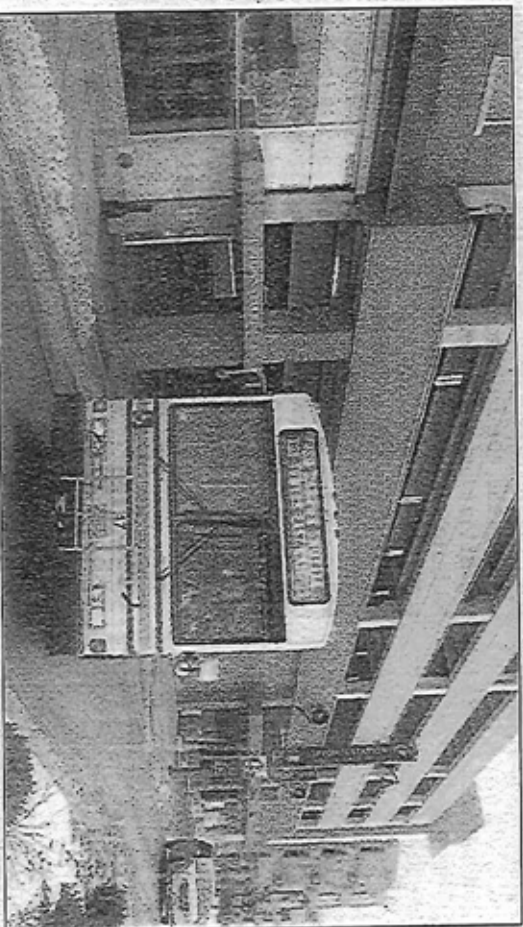
**NORMAL** – Uptown Station, one of the key components to the first phase of the uptown redevelopment plan, opened in July and so far has met all expectations.

"It's attracted more riders to Amtrak and local and regional buses," said City Manager Mark Peterson. "It's all we hoped for but it won't meet full potential until high-speed rail is implemented."

When that happens in a couple of years, Peterson expects to see an "exponential increase in activity on the first floor" of Uptown Station. The town's administrative offices are on the second- through fourth floors.

The station, which received \$72 million from a federal Transportation Investments Generating Economic Recovery grant, already is Amtrak's most popular downtown Illinois station, said Marc Magliari, Amtrak's media relations manager.

"It is a showcase for Amtrak," he said. "We've installed an automated announcement system that displays train arrival times and even where to stand on



Bus traffic has increased passenger utilization at Normal's Uptown Station.

the platform for business class boarding.

This system is fully compliant with the Americans with Disabilities Act and is the first such installation outside the East or West coasts."

Other modes of transportation also are increasing their presence at the station.

Peoria Charter already has added more trips from Peoria to Normal and Champaign, said Uptown Development Director Wayne Aldrich, and the town is working with Greyhound and Burlington Trailways to attract buses to the station.

SEE UPTOWN / PAGE 2

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**NORMAL**

**City Council makes appointments to boards, commissions.**

**PANTAGRAPH STAFF**

**NORMAL** — The Normal City Council has appointed several people to various commissions and boards.

Felicia Shaw was appointed to the Connect Transit Board to fill a vacancy created by the resignation of Mary Caisley. The term expires June 30, 2014.

Jason Chambers was appointed to the Children's Discovery Museum Foundation Board to fill a vacancy created by the resignation of

Garrett Williams. The term expires June 30, 2014.

Dalia Diaz was appointed to a four-year term on the Normal Human Relations Commission and Cary Sulpalo was appointed to the commission to fill a vacancy created by the resignation of Melanie Ellsworth. Diaz was appointed in 2011 to fill an unexpired term. Both terms begin April 1.

Robert Harrison and Daren Sampson were appointed to fill vacant positions on the Asahikawa Sis-

ter City Committee. Harrison will fill a vacancy created by the resignation of Earl Kingman and Sampson a position vacated by Becky Goeckner.

# Bus union to expand under new deal

By Rachel Wells

[rwells@panhandlegraph.com](mailto:rwells@panhandlegraph.com)

**BLOOMINGTON** — Connect Transit and Amalgamated Transit Union Local N. 752 have agreed to an expanded bargaining unit, despite earlier objections from management.

The agreement between the bus system and the union representing its bus drivers is subject to a certification of representation, which the Illinois Labor Relations Board expects to issue next week.

The union represents 82 workers, including bus drivers and maintenance workers. The agreement would add seven dispatchers, an administrative assistant and a receptionist.

"We're very pleased with the outcome of it," said Mick Ferrell, president of the local union. "We weren't looking to expand the union. This group of individuals approached the union about representation?"

He said including the dispatchers will improve communication and un-

derstanding between departments. "We depend on them (dispatchers). They are our first line of defense on the roads... That's who we count on to have the proper personnel to respond to our needs," Ferrell said.

The union filed its petition for expansion in November. Supporters said it would solve problems including unequal treatment and inconsistent adherence to policies.

Connect Transit, formerly Bloomington-Normal Public Transit System,

previously cited "an unavoidable conflict of interest" because dispatchers "discipline and direct" bargaining unit members.

General Manager Andrew Johnson declined comment pending ILRB issuing a certification of representation.

Ferrell said the union and management had reached a tentative agreement on a new contract for the existing bargaining unit. He said the union will negotiate terms for dispatchers after the expanded local is certified by ILRB.

Sat 3/2/2013