



Connect Transit

AGENDA

Meeting of the Board of Trustees

Tuesday, October 22, 2013

4:30 PM

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

- A. Call to Order
- B. Roll Call
- C. Public Comments
- D. Approval of Minutes of Minutes of Strategic Planning Session, September 21, 2013
(Page 1)
- E. Approval of Minutes of Previous Regular Meeting, September 24, 2013 (Page 7)
- F. Items Removed From Consent Agenda
- G. Consent Agenda
 - 1. Review and Approve October Disbursements (Page 19)
 - 2. Review and Receive August and September Financial Report (Page 23 & 27)
 - 3. Review and Receive August and September Capital and Self-Insurance Reserve Fund Balances (Page 31 & 33)
 - 4. Review and Receive September Monthly Statistical Report (Page 35)
- H. Old Business
- I. New Business
- J. General Manager's Report
 - 1. Personnel Update
 - 2. Miscellaneous Items
- K. Correspondence and Media (Page 39 & 41)



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TRANSIT

- L. Trustee Comments
- M. Request for Executive Session to Discuss Union Contract Negotiations and Employment Matters
- N. Action Concerning Employment Matters
- O. Adjournment

CONNECT TRANSIT
BOARD OF TRUSTEES
MINUTES OF STRATEGIC PLANNING SESSION
September 21, 2013

A Strategic Planning Session of the Board of Trustees of Connect Transit was held at the Eastland Suites Hotel Conference Room #3, 1801 Eastland Drive, Bloomington, Illinois on September 21, 2013 at 8am.

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

TRUSTEES ABSENT: Felicia Shaw

STAFF PRESENT: Andrew Johnson, General Manager
Jenifer Clark, Human Resources Director
Tom Crouch, Assistant Maintenance Director
Patrick Kuebrich, Finance Director
Roy Rickert, Transit Operations Director
Isaac Thorne, Procurement Director
David White, Safety & Training Director

OTHERS PRESENT: Dave Goranson, Goranson Consulting
Kay Titchenal, Goranson Consulting

Board Chair Judy Buchanan opened the session by thanking everyone for attending the session. She said that the transit system has a rich history in the community and she was proud to be a part of it. She mentioned that Ryan Whitehouse would be arriving late and that Felicia Shaw was unable to attend due to a family emergency. She then asked General Manager Andrew Johnson to introduce the facilitators.

Mr. Johnson introduced Dave Goranson and Kay Titchenal. Mr. Johnson informed the Trustees that the staff members had a meeting earlier in the week to get warmed up for the strategic planning process. He said that only he and one other member of the staff has been through a strategic planning process and it is new to everyone else. The meeting also provided the consultants with background on the transit system. Mr. Johnson said that he stressed to staff that they were at the table for a reason and they had an equal voice in the process. He said that he wanted this strategic plan to be realistic and useful. He then turned it over to Ms. Titchenal.

Ms. Titchenal thanked everyone for being there and asked that everyone introduce themselves. After introductions, Ms. Titchenal said that this would be different from typical strategic planning sessions and would be an interactive/participative process. She said that transit is constrained by a number of things, but within those constraints a lot of good things can be done.

Ms. Titchenal asked how many people attending had participated in a strategic planning process before. She stated that more of the trustees have been through the process than staff. Mike McCurdy said that this was the right time to act on the opportunity and go through this process. Ms. Titchenal agreed. She said that Connect Transit is 40 years old and has reinvented itself. She said that a lot of businesses that mature stagnate but the Trustees were smart enough to look into the future and look at the system differently. She provided a review of how strategic planning has evolved over the last 50 years. She said the typical process utilized SWOT – Strengths, Weaknesses, Opportunities and Threats. She said that in the late 1990s, the SWOT method and its goal setting was questioned. A new process was devised called SOAR – Strengths, Opportunities, Aspirations and Results. This is the process Connect Transit will be using.

Ms. Titchenal said that the group will start with a mission and vision statement. She asked if anyone knew the current mission and vision for the transit system. After the question was answered, she provided examples of missions and visions from two companies outside the transit industry – Google and Harley-Davidson. After explaining the examples, she split the attendees into groups and gave them 12 minutes to create vision and mission statements.

When the groups had completed their tasks, Ms. Titchenal asked to hear the results. Mr. McCurdy said his group came up with a vision of “moving the community forward through public transportation options and solutions.” John Thomas said his group came up with a vision of “provide transportation freedom.” John Bowman said his group came up with a vision of “providing safe, reliable transportation to the community.” Ms. Buchanan said her group came up with a vision of “a public transit system to move the community and people in an efficient, comfortable and accessible way.”

Ms. Buchanan said that her group came up with a mission of “engage riders, maximize ridership and be ever-mindful of good customer service.” Mr. Bowman said that his group came up with a mission of “become a relevant, effective transportation choice for the community.” Roy Rickert said his group came up with a mission of “provide safe, courteous, reliable service to our customers and the community.” Ms. Titchenal then stated that the group would take a break.

Upon resuming the session, Ms. Titchenal said that there are many different types of transportation and we need to define who we are. Mr. Bowman said that it starts with community. He then provided a history of public transportation in Bloomington-Normal dating back to 1867. Ms. Titchenal asked what happened when the transit system became Connect Transit. Mr. Bowman said he felt the rebranding was the result of a stale image. Mr. McCurdy said the transit system was invisible. Ms. Buchanan said that the logo was the image of a bus driver. Mr. Thomas said that the system was overly formal and the

rebranding was a way to brighten it up and make it more accessible to people psychologically. Ms. Buchanan said that now people mention the buses to her and ask if all the buses are new. Mr. McCurdy said that they were not noticed before. Ms. Buchanan said that we have a recognition and a presence now and we wanted to jumpstart something that we had that wasn't going anywhere. Mr. Johnson said that we wanted to find a name that better embodied what we do. He said that if you listen to conversations at the local, state and national level you will hear talk of connectivity. He said the transit system connects Bloomington and Normal and people in Bloomington-Normal. Ryan Whitehouse said that he thought Mr. Johnson was right and that on a larger scale we connect people with the rest of the country through the Normal multimodal center. Mr. Johnson said that, with the exception of a small paratransit system in Texas, we are the only ones in public transportation in this country using the name Connect.

Ms. Titchenal said that she watched the Connect Transit buses and saw clean buses and courteous drivers. She said that the previous discussion was what we should have done in the earlier task. We need to determine why we do what we do. She stated that the attendees talked about "public", "community" and "transportation multiple times. She discussed the idea of Connect Transit being the transportation choice. She asked how attendees see themselves. She then directed the attendees to go back and revisit the vision and mission. She directed the individual groups to create new vision statements.

Ms. Titchenal asked for the new statements. Ms. Buchanan said her group came up with a vision of "to be a reliable, engaging transit option that provides community connections." Mr. Bowman said his group came up with a vision of "to become an increasingly valuable community asset, providing connection options for the Bloomington-Normal community and surrounding areas." Mr. Thomas said his group came up with a vision of "providing the freedom for people to connect with each other and the community." Mr. Johnson said his group came up with a vision of "public transportation that connects the community to economic development opportunities as an integral part of the lives of the citizens." Ms. Titchenal then said we would move on to discussing strengths.

Ms. Titchenal asked for the attendees to brainstorm on strengths – everything that the transit system is doing really well. Strengths that were brought up were the transit system currently being fiscally sound, the transit facilities are in good shape and scalable for growth, community support, strong relationship with local higher education institutions, strong ridership, low fares, strong political support in Bloomington-Normal, a positively engaged board, a dedicated and loyal staff, improved technology, engagement with the business community, buses that are comfortable, transit's use of Uptown Station in Normal, the route restructuring and the new community involvement process that was created to accomplish the restructuring, good relations with the media, an engaged ridership base, providing reliable and dependable bus service, management vision in asset management and funding, strong general manager with a transit background, strong fiscal management, increased customer focus, transit system is flexible to customer needs and the transit system is safe.

Ms. Titchenal asked if the attendees saw opportunities in the strengths that were discussed. Ms. Buchanan asked if we had discussed the building of the management team and infrastructure. Mr. Johnson asked that the two newest directors to discuss their view of transit system strengths from the perspective of a newcomer. Patrick Kuebrich said that the rest of the management staff had a lot of knowledge of the transit system and provided that knowledge to him when he needed it. He said that the management team was cohesive and collaborative. Jenifer Clark agreed with Mr. Kuebrich's assessment and added that the other managers were very open to her ideas and her perspective. Ms. Titchenal stated that her understanding was that the other managers who have been with the transit system for a while were placed in their current roles recently. She said that other organizations had an inner management group that one had to earn their way into. She said that she was impressed with how well the team worked with each other, given how short a period of time they had been together. Mr. Thomas said that the way she described other organizations was how the transit system was about 4 years ago and it was a very different culture. Ms. Titchenal called a break.

Upon resumption of the session, Ms. Titchenal said that we will go back next time and refine the list of strengths. She said that now was the time to look at the trends affecting the transit system. Mr. Thomas stated that funding was looking like it would be a question mark for the system in the future. Ms. Titchenal said that this was an example of something that needed to be looked at not as a threat but as an opportunity. Ms. Buchanan said that we needed to look at being a transit system versus being a transit authority. Mr. Thomas said that stabilization of funding need to be a top priority. Mr. Johnson said that transit systems always will have some sort of funding problem but there is also always money available somewhere. He said that the progressive systems have the organizational infrastructure and internal capability to capitalize on the funding opportunities that are available and they will succeed. He said that transit systems that do not have that capability can get into trouble. He said that the Bloomington-Normal community is set up well for public transportation in terms of size and population density.

Ms. Titchenal said that this part of the process is taking threats and redefining them as opportunities. Ms. Buchanan said that the transit system transfer points can be improved. Mr. Whitehouse said that image is an opportunity. He said that there is a misconception on transit safety. Mr. Bowman said that there are misconceptions about people who ride the bus - that they don't have cars or that they received a DUI. David White said that he didn't think that there was a perception issue on the safety of the bus itself because people are usually impressed that in an accident the bus is generally doesn't suffer the same level of damage as a car. He said that it is the perception of public transportation and how it looks that is a problem. Mr. Johnson agreed and said that there are people who don't necessarily feel comfortable being around people that are different from them. Mr. McCurdy and Mr. Whitehouse discussed the redevelopment plan for downtown Bloomington. Ms. Titchenal recapped the opportunities that had been discussed. Mr. Bowman added that State Farm has plans in the community but will not likely share those plans with the average person. He said that the transit system needs to be plugged in in a different capacity in the business community. He said the transit system needs to have actionable operational intelligence on the business community. There was discussion of the lack of information available on the

Chamber of Commerce and Convention and Visitors Bureau websites about the transit system.

Mr. McCurdy said that he was concerned that the Board was talking too much and wanted to know if the staff had more to say. Tom Crouch said that the transit system is exploring alternative fuel vehicles and it was an opportunity. Mr. Johnson said that another trend is increased regulation, especially at the federal level. He said that the transit systems that have their act together and can meet the new regulations will have an easier time obtaining funding and that is an opportunity. Ms. Clark said that the transit system has an aging labor force and it is difficult to recruit new employees. Mr. Bowman said that as the population ages, many more people will be losing their ability to drive. Mr. Johnson added that younger people are not getting their drivers licenses as quickly or not at all and want to live where there is public transportation. Ms. Buchanan asked if it was difficult to recruit drivers. Ms. Clark said that it was and explained how new bus drivers have to start as part time and have uncertain hours, which can make it challenging to find qualified people. Mr. McCurdy said that there were promotional opportunities for the transit system like the Light the Night event where the community can get more comfortable with the transit system.

Ms. Titchenal summarized the session. She said that the group would be coming back to the vision and mission statements in the next session. She said that the group would be taking up aspirations for the transit system in a future session and then the group would define the strategies to reach those aspirations. She thanked everyone for participating.

CONNECT TRANSIT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
September 24, 2013

The regular meeting of the Board of Trustees of Connect Transit was held at the Uptown Station, Ronald J. Hill Room #334, 11 Uptown Circle, Normal, Illinois on September 24, 2013 at 4:00 p.m.

TRUSTEES PRESENT: Mike McCurdy, Secretary
John Bowman
John Thomas
Felicia Shaw
Ryan Whitehouse

TRUSTEES ABSENT: Judy Buchanan, Chairman
Bill Wilson, Vice-Chairman

CITY MANAGERS: Mark Peterson, Town of Normal

STAFF PRESENT: Andrew Johnson, General Manager
Roy Rickert, Operations Director
Trish Tilton, Administrative Assistant

OTHERS PRESENT: David R. Calhoon, ATU 752
Scott Fowler, McLean County Regional Planning

Call to Order

Mr. Mike McCurdy, Secretary, called the meeting to order at 4:00 p.m. Roll call was taken.

Public Comments

No one from the public requested to make public comment.

Approval of Minutes of Previous Regular Meeting August 27, 2013

Mr. McCurdy noted the third paragraph on page six under #3, Upcoming Presentations, should reference or be moved to #2, Route Restructuring Update.

On a motion by Ms. Felicia Shaw, and a second by Mr. John Thomas, the Trustees voted to approve the minutes of the August 27, 2013 regular meeting with the previously mentioned correction.

Items Removed from Consent Agenda

Consent Agenda

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

- 1. Review and Approve September Disbursements**
- 2. Review and Receive August Monthly Statistical Report**

Old Business

Mr. Andrew Johnson, General Manager, stated there is no old business.

New Business

1. Request for Approval to Purchase Employee Uniforms

Mr. Johnson reported it has taken a good deal of time to determine what the new uniforms should look like since the new branding of Connect Transit. Connect Transit is contractually obligated to provide uniforms to employees per the collective bargaining agreement. Apparently the large scale of our operation including the union agreement in the proposal created a problem to vendors. An RFP went out and one proposal was received from a local company, Minerva Promotions. Mr. Johnson stated an agreement has been worked out with Minerva Promotions to provide Connect Transit uniforms to union employees. The items being provided will be in accordance with the system's collective bargaining agreement.

Mr. Johnson requested the Trustees approve the recommendation to purchase employee uniforms with Minerva Promotions. The agreement with Minerva Promotions will be a firm-fixed price per item contract not to exceed the per item costs during the three year contract.

Mr. Ryan Whitehouse inquired what the total cost was for the uniforms. Mr. Roy Rickert, Operations Director, responded the cost is ongoing. Each driver is given a yearly allowance for uniforms. A new employee is provided with an initial uniform set which will run from \$320.00 to \$350.00 depending on size. Mr.

Rickert said an employee will not purchase everything on the list. There are some required items and the others are optional.

Ms. Shaw inquired if each employee will be required to purchase a new set of uniforms. Mr. Rickert responded, it depends on their allowance. In response to Mr. Whitehouse's question, Mr. Rickert stated the allowance can build up to \$300.00 per year. Ms. Shaw expressed concern for those employees who do not have an allowance built up if they would be required to purchase new uniforms. Mr. Rickert commented there will be a long period of time to phase in the new uniforms and during that time employees will be in brown or blue uniforms. This time period cut-off date will be a common sense agreement made with the collective bargaining unit.

Mr. Thomas asked for an estimate of the total outlay for this switch over of uniforms. Mr. Johnson responded the cost is what is budgeted annually for uniforms. This agreement locks in the item prices.

Mr. McCurdy inquired if the purchase proposal provides any corporate wear for Trustees. Mr. Johnson responded that will be the next phase, separate from this agreement.

On a motion by Mr. Thomas, and a second by Ms. Shaw, the Trustees voted to approve the agreement to purchase employee uniforms with Minerva Promotions.

2. Resolution to Apply for IDOT Capital Assistance

Mr. Johnson explained this resolution is a procedural issue for the \$3 million grant the system received for buses. The money has been obligated to the transit system. Mr. Johnson explained the system went through the application process to get the projects accepted. Now the system has to formally apply to receive the funds.

On a motion by Ms. Shaw, and a second by Mr. Thomas, the Board voted to approve the Resolution to Apply for IDOT Capital Assistance.

General Manager's Report

1. Local Funding Update

Mr. Johnson reported discussion continues internally on building on the Study Group Report's suggestions for increasing local funding. Questions arise during Board meetings about what should happen next, exploring other options. Transit

staff and Board members have been speaking to local officials to further investigate opportunities or choices that may be available moving forward with this concept. There have been articles in the Pantagraph indicating there are several groups, including Connect Transit, considering requesting a portion of the local sales tax. That option is certainly on the table, however, there are other options available as well. Staff is still working on this. All this has been discussed with the Board Chairman, Ms. Judy Buchanan. We hope to bring this to the Trustees, possibly at the next Board meeting, for further formal discussion as to what direction we may take going forward.

Mr. Whitehouse asked Mr. Mark Peterson, Normal City Manager, if Connect Transit were to pursue the sales tax option, where the city stands on this currently and what is the process? Mr. Peterson responded there is a private group which supports having a portion of the sales tax to create a Community Recreation Center and a Soccer Field/Complex; however no official request has been made. Mr. Peterson believes this group plans to meet with the City of Bloomington at an upcoming work session in October or November to provide information to the Council about the proposal and request. Then they would meet with the Town of Normal. There are lots of sales tax proposals and options out there. Everyone wants the sales tax because it is a lot of money. This private group is asking the two cities to exercise their home rule authority to increase the local sales tax, the municipal portion. Then the cities would either bond or borrow the money for the proposals and service that debt with this additional revenue.

Mr. Peterson continued the schools have talked about a 1% sales tax and that would be accomplished through public referendum. That would be a separate sales tax, separate from the municipal sales tax. That would be collected by the State of Illinois and remitted directly to the school districts.

Mr. Peterson stated in the case of transit, he believes there are two different approaches. Connect Transit could pursue a referendum on a separate sales tax. This would be separate from the municipal sales tax. That would be collected and remitted back to Connect Transit. Conversely and perhaps a more logical approach would be for Connect Transit to ask the municipalities to increase their sales tax and share a specified portion with Connect Transit. That would avoid the whole process of a public referendum and would be more expedient. The cities would give the sales tax money to the Transit as part of operating subsidy and annually the municipal contribution would be decreased to a much more modest amount from what it is now.

Mr. Peterson commented not one official request has been made yet to the cities regarding the sales tax proposals. The school districts have not decided whether

to go ahead with a public referendum in April. There is also a Public Safety tax referendum out there to support McLean County jail expansion. That would also be a public referendum. Mr. Peterson stated no one has any idea how it is all going to finally work out.

Mr. Whitehouse thanked Mr. Peterson for the information. Mr. Whitehouse recognizes we need to look after the Transit and the employees but he expressed serious concern about asking for tax money. He stated he has not made a final decision, but he is very concerned about going that route.

Mr. Thomas inquired if a sales tax increase would extend to the small surrounding towns or surrounding area or stay in the corporate city limits, thus encouraging businesses to locate outside of the corporate city limits and affect the service area of Connect Transit. Mr. Peterson responded a sales tax increase implemented by the two city councils would be the same in both cities and would only apply to those businesses within the two cities' corporate city limits and even with that the Transit could still expand the service area if desired. Mr. Peterson stated the current sales tax does not seem to entice businesses to leave the corporate city limits nor is it enough to change or effect spending habits. The local municipal sales tax does not apply to car dealerships or Illinois titled vehicle, truck, car, boat, or camper sales. It is exempt by state statute. So if we increased the sales tax for Connect Transit it would not apply to automobiles.

Mr. McCurdy stated he respects Mr. Whitehouse's concern that no one wants to raise taxes; however, he feels as this discussion moves forward it is really important for Connect Transit to be at the table. If taxes are going to indeed increase anyway and someone is going to get the money, Connect Transit should be part of that discussion and decision especially with state and federal funding being in jeopardy lately. Mr. McCurdy continued Mayor Renner has stated he does not feel the tax payers would get behind the YMCA or the soccer complex at this time.

Mr. John Bowman inquired about the percentage in the sales tax increase and how that calculated into actual funds. Mr. Peterson responded a full 1% increase would generate about 16 million dollars per year. This includes tax money from both cities. So 1/4% would generate around 4 million dollars per year. The schools were talking about a 1% increase which would be shared by all the school districts in McLean County and it could only be used for renovations and new construction, not operations or salaries. Half of that \$16 million would stay in Bloomington and Normal for their schools. For Unit 5 that would equal a new elementary school a year.

Mr. Peterson stated it is very important the councils know and understand in order for Connect Transit to maintain current service or expand service we need to find major or new sources of revenue. Even if the sales tax is not formally requested the council members need to realize this is a funding need which will continue to grow. Sales tax is one way to raise the money and there are other ways the two cities could raise local revenue and pass it on to Connect Transit. The councils need to realize the need is there. There is a practical limit to how high the sales tax can go. We are very close to that limit now and if 1% is added we will be at the limit.

Mr. Whitehouse inquired if Connect Transit has made the city councils aware of our Study Group Report and our funding needs. Mr. Johnson responded staff has spoken to the Normal Council and a more individualized approach is being taken with the Bloomington Council. Both city managers and Mayors have been approached about this issue.

Mr. Thomas inquired to what extent a sales tax increase would take pressure off property tax. The property tax is itemized and residents can easily see how much money is going to what entity. Would there be an opportunity for a swap? Currently, with Transit the cities pay a designated amount out of a general fund to help Transit with capital funding.

Mr. Peterson responded an entity like the school district would argue if they are able to get revenue from sales tax that would diminish the need for property tax to pay for school construction. Mr. Peterson stated in the case of Connect Transit adding sales tax funding should have no affect on the property tax. It depends on the taxing source and purpose. Generally speaking, if you are looking to create new revenue to help fund a program you would not then decrease another source of revenue to off-set that. Connect Transit needs additional revenue not a swap.

Mr. Peterson continued another option would be to create a taxing authority or district. This then would be an addition to the property tax. Many transit systems have taken this route. It would create another line item on the property tax bill similar to the airport authority, Heartland Community College, or water reclamation. There are many districts with taxing authority and it is interesting how many are governed by appointed, not elected, boards.

Mr. Johnson concluded the conversation stating there will be more formal discussions on this topic in the upcoming months.

2. Report on Visit to the Interurban Transit Partnership in Grand Rapids, MI

Mr. Johnson reported he visited the Interurban Transit Partnership, the Rapid, in Grand Rapids, Michigan last week. Mr. Peter Varga, CEO of the Rapid, was recently named Chairman of American Public Transportation Association. Also this transit system received this year's Best System in America Award from APTA. Mr. Johnson stated he was invited to visit for the day. During that visit, Mr. Johnson commented he was able to spend time with staff, ask questions, share ideas, and tour the facility. The Rapid is a very impressive mid-size system, built up from a small system, operating over 100 buses with many routes running fifteen minute service. Over the past decade, this system has been on a building spree which has expanded the system into "blighted" areas of the city and revitalized the region. Mr. Johnson reported he learned a lot during his visit in terms of long range planning and land use, employee recruitment, talent development. They have many long time staff members that are working in a succession plan and they do not have huge gaps to fill in their staff. They have the same challenges we do in recruiting drivers and mechanics. Mr. Johnson added he learned some tips on how to define a good driver or mechanic and how to analyze a system's operations. Mr. Johnson reported when he returned to Normal he received many emails with valuable information from the Rapid and was encouraged to call or contact staff for more information if and when needed. Mr. Johnson stated this is truly a first class system. Mr. Johnson expressed appreciation for the opportunity to visit the Rapid. This is the type of networking our attendance at the conferences makes possible.

The Trustees determined the population of Grand Rapids to be 189,815 and including the outlying metro area it is surely over 200,000. Mr. Johnson listed some of the areas and requirements to be selected Best System by APTA: effectiveness, efficiency, diversity, ridership, sustainability, community outreach, innovative practices, and technology use. Mr. Johnson continued, this is a very exciting time for APTA having a mid-size transit organization selected Best System because usually the large systems win the title. Also, the Chairman of the Board of APTA is the CEO of that mid-sized system.

Mr. Johnson explained Connect Transit is a small system with less than 100 buses, mid-size systems are 100 to 500 buses, and large systems with over 500 buses. The Rapid has won this Best System in America Award twice in the last nine years. Mr. McCurdy inquired if this award is something that should be looked at during the Strategic Planning sessions. Mr. Johnson replied that Connect Transit won't be able to attain it in the next three years but it should definitely be something to strive for and could be within reach. Mr. Johnson noted the Rapid has a huge contract with Grand Valley State.

Mr. Johnson announced he was appointed to the Board of Directors for the American Public Transportation Association and additionally is the newly elected vice-chairman for the Small Operations Committee for APTA. Mr. Johnson also announced last week he was elected to the Board of the Illinois Public Transportation Association.

3. Personnel Update

Mr. Johnson reported the system continues to recruit new positions. Connect Transit is making headway with the Community Relations position and has started interviewing for the Planning and Grants Manager position. Mr. Johnson said the system is very close in getting a complete supervisory staff in place in the Transportation Operations department also. Mr. Johnson stated he will continue to introduce people to the Trustees as they are hired.

Mr. Bowman inquired if an Information Technology Manager was hired. Mr. Johnson apologized and confirmed an IT Manager was hired and he is into his second week now and is currently out riding buses. Mr. Johnson will introduce him to the Trustees at the next meeting.

4. Ridership Statistics from the Route Restructure

Mr. Johnson introduced Mr. Roy Rickert, Operations Director, to report to the Trustees on the ridership since the route restructure. Mr. Rickert reported he wished he had a little more detailed information for the Board. This is a difficult period of time as the software vendor that does the automatic passenger counts makes changes in August so they are still trying to catch up. Mr. Rickert was told the updates should be complete by the end of this week. Hopefully, more detailed information will be available at the next Board meeting.

Mr. Rickert reported he looked at the ridership and compared it to what ridership was during the same time frame last year. All of the routes that were affected by the route restructure have increased in ridership rides per hour except for the Yellow G, Lime I, and the Orange H. The change in the Orange H route can probably be attributed to riders shifting to ride the Teal J for State Farm regional building. The Teal J route has increased 13.9% in ridership. That increase brought the entire month of August up 11.5% over last year. Mr. Rickert stated he is pleased with the increase in ridership, but more importantly the buses are staying on time. We have had no complaints about buses running late, which is a rarity, especially during the week school begins. Overall, Mr. Rickert, reports during the two and half to three week period examined, the route restructure has been successful. During this time frame, the Heartland Express bus is already averaging 18.17 boardings per revenue hour.

Mr. Whitehouse inquired if those numbers are better than were predicted. Mr. Johnson responded we did not make any predictions, but is pleased with the results.

Mr. McCurdy inquired if a decrease in Green A ridership can be attributed to the addition of the Heartland Express route. Mr. Rickert responded the Green A ridership is down overall. Taking into account the Heartland Express, ridership on the Green A is down a lot less. The monthly report shows the Green A down 10.9% as opposed to 13.9%. This decrease reflects the decrease in Heartland Community College student ridership and decreased HCC enrollment.

Mr. Peterson stated he met today with Mr. Bobby Frederick, Senior Legislative Affairs Director for Congressman Rodney Davis. Mr. Peterson mentioned to Mr. Frederick the concerns which have been raised recently about transit funding and the challenges in maintaining the system and the need for expansion. Mr. Peterson suggested Mr. Frederick meet with Mr. Johnson. However, Mr. Frederick did not have the opportunity. Mr. Johnson stated he has been in contact with Congressman Davis' office. Mr. Whitehouse added Mr. Frederick will be at the reception tonight and he would introduce Mr. Johnson to Mr. Frederick.

Mr. Peterson commented Mayor Koos will be in Washington, D.C. on October 10th as part of a select group of Mayors to meet with the new Transportation Secretary, Mr. Anthony Foxx. Mayor Koos wants to talk to Mr. Foxx about Connect Transit. Mr. Peterson asked Mr. Johnson to put together a list of talking points on some of the key federal issues where it might be helpful for him to advocate for to Mr. Foxx. This will be a great opportunity for us to advocate for the Transit. Mayor Koos will leave on October 9th and will meet with Mr. Foxx on October 10th.

Correspondence and Media

Mr. McCurdy commented on the articles for "Light the Night" stating it was a huge success. Five hundred front and rear bike lights were passed out in less than ninety minutes. Over 250 bike riders tried out the bus bike racks. The bike riders appreciated being able to try using the bus bike racks when the bus was not running and not in a hurry to complete a route. Mr. McCurdy estimates three to four hundred people were turned away. Mr. Johnson added Champaign-Urbana Transit even stole the idea to give cyclists the opportunity to try the rack on the front of the bus. Mr. McCurdy stated it is a great outreach event and next year the event will need more lights. Ms. Shaw added several people she spoke with were glad to try out the bike racks without the bus

running. It is very intimidating to stand in front of a running bus while trying to figure out how to use the bike rack.

Trustee Comments

Mr. Whitehouse commented he had a very difficult time trying to find the office phone number on the Connect Transit web site. Mr. Whitehouse inquired how far along the process for getting a new web site created is, because the current one is terrible.

Mr. Johnson responded now we have an IT Manager who can work out many of technological aspects we can move ahead much quicker on this. Hopefully, within the next 60 days we will be able to award a contract for a new web site.

Mr. Whitehouse stressed not to be conservative on the new site. The web site is very important and often makes the first impression to the public. It is always obvious when a business opts for the more conservative choice. The Transit needs to display with the web site that we are a very "up and coming" business. It needs to be easy to navigate and very informative.

Mr. Johnson responded we are trying to be as fiscally responsible as possible. When an RFP went out several months ago and we received the responses it was obvious those responses were not going to serve Connect Transit's needs.

Mr. Whitehouse recognizes it is an expensive item, however, it will be money well spent to get a good product. Mr. McCurdy agreed with Mr. Whitehouse stating the web site is one of the front doors to the business.

Mr. Johnson added by the time we get the RFPs returned we should have the Community Relations person on board and that person can handle the content and updates of the web site.

Mr. Peterson stressed make sure the website works with the smart phones. That is very important today. Mr. Peterson added many web site designers are starting with the phone and working back to the tablets, laptops, and desktop computers.

Mr. McCurdy suggested the system investigate a content management system allowing multiple contributors to update content. Such a system helps prevent the burden from falling on one employee.

Mr. Johnson stated the IT person is not doing content. He will just ensure it all works the way we need it. The Community Relations person will be responsible for content.

Mr. Whitehouse inquired if we have any data on how our phone applications are performing and if we have any way to track if they are really being used by customers. Mr. Rickert offered to get that data for the Trustees.

Mr. Bowman questioned if there was any progress in solving the problems with DoubleMap. Mr. Bowman noted it seems to drop all out the time and drivers will lose their information and tablets will go down.

Mr. Johnson responded that has been a main source of conversation in the office. The vendor representative is visiting next week. Mr. Johnson stated he will see the vendor at the APTA conference in Chicago this coming week and he will have a conversation with the president of the company about the problems. One of the biggest problems with DoubleMap is with the wireless carrier. DoubleMap needs to switch to a different carrier. It is a huge problem. One carrier covers the area, but the signal is not as strong. The other carrier has a more powerful signal, but does not cover as large an area. Mr. Johnson continued the coverage area only needs to cover where the buses go to be effective. The system needs to get the problems resolved soon.

Request for Executive Session to Discuss Personnel Matters

Mr. McCurdy stated there was no request for an executive session at this time.

Adjournment

There being no further public business, on a motion by Ms. Shaw, and a second by Mr. Bowman, the Trustees voted to adjourn the public meeting at 4:55 p.m.

Mike McCurdy, Secretary

Disbursements to be Approved
October 22,2013

Payee	Goods Purchased	Amount
A.T.U. - C.O.P.E.	Payroll Deduction	\$175.27
ABC Bus Companies	Bus Parts	\$130.98
Advocate Medical Group	Drug Testing	\$50.00
Ally	Car Lease	\$82.00
Amalgamated Transit Union Local 752	Payroll Deduction	\$4,698.04
Andrew Johnson	Car Allowance	\$500.00
Barker Motor Co.	Bus Parts	\$175.04
Brian A Finch, Inc	Appraisal Services	\$2,500.00
CDS Office Technologies	Office Supplies	\$119.88
Central Illinois Trucks Inc.	Bus Parts	\$138.80
Chicago CartoGraphics	New Maps/Rider Guides	\$600.00
City of Bloomington	Utilites	\$860.13
Clark Baird Smith	Legal Service	\$1,057.60
Comcast Cable	Internet	\$399.85
Comcast Spotlight	Commercial Advertising	\$2,400.00
Commerce Bank - Visa	Travel & Meetings	\$2,310.56
Commerce Bank - Visa	Building Supplies	\$136.25
Commerce Bank - Visa	Office Supplies/Equipment	\$219.81
Commerce Bank - Visa	Safety/Training	\$13.00
Commerce Bank - Visa	Advertising/Promotions	\$619.00
Corn Belt Energy Corp.	Utilites	\$5,157.34
Cummins Crosspoint	Bus Parts	\$11,454.20
Dish Network	Television Service	\$108.00
DNDC of Illinois	Telephone Expense	\$95.00
Ecolane USA, Inc.	Training	\$597.00
Eitan Weltman	Payroll Deduction	\$612.42
Employee	Medical Reimbursement	\$989.19
Employee	Medical Reimbursement	\$1,080.00
Employee	Medical Reimbursement	\$271.66
Employee	Medical Reimbursement	\$57.23
Evergreen FS	Fuel	\$121,137.17
Fastenal Company	Bus Parts	\$924.55
Feliciano Castro	Repairs	\$80.00
Fleet-Net Corporation	Software & Tech Support	\$1,667.50
Four Seasons Association	Payroll Deduction	\$536.00
Frontier	Telephone	\$994.62
G&K Services	Mechanics Uniforms	\$662.86
Gateway Industrial Power, Inc.	Outside Service	\$474.30
Gillig LLC	Bus Parts	\$7,327.94
Global Equipment, Inc.	Garage Supplies	\$147.79

Health Alliance Medical Plans	Insurance	\$67,747.00
Heart Technologies, Inc.	Computer & Server Fee	\$2,140.80
Heritage Machine & Welding, Inc.	Bus Parts	\$461.60
HireRight Solutions Inc	Employment Ads	\$150.00
ICMA Retirement Trust - 457	Pension Plan	\$31,704.13
Idaho Child Support	Payroll Deduction	\$115.36
Illini Fire Equipment	Annual Inspection	\$439.25
Illinois Department of Revenue	Payroll Deduction	\$17,827.50
Illinois State Disbursement Unit	Payroll Deduction	\$3,061.04
Illinois State University	Internet Service	\$347.88
Inter-City Supply Company	Office Supplies	\$113.83
IWIN	Employee Physicals	\$376.00
John H. Germeraad, Trustee	Payroll Deduction	\$960.00
Lee Enterprises - Central Illinois	Employment Ads	\$1,865.88
Lincoln National Life Insurance Co.	Insurance	\$2,943.86
Martin, Hood, Friese & Assoc.	Auditor Fee	\$8,400.00
MCS Office Technologies	Web Site	\$35.00
Michelin North America, Inc	Tires	\$5,236.21
Midwest Aerials & Equipment, Inc.	Forklift Rental	\$1,122.00
Morris Avenue Garage	Bus Testing	\$420.00
Mutual of Omaha	Insurance	\$3,961.64
Nicor Gas	Utilities	\$99.67
NMHG Financial Services	Garage Maintenance Equipment	\$813.63
Oberlander Alarm Systems, Inc.	Security Alarm Service Fee	\$191.00
Office Collection Section-IDOR	P/R Taxes	\$232.60
Original Smith Printing	Riders Guides	\$3,342.06
Orkin Pest Control	Garage Overhead	\$78.65
Payroll - Net		\$269,147.59
Petty Cash	Reimbursement	\$59.37
Powder Coating Unlimited	Powder Coat Bus Wheels	\$2,310.00
Prairie Signs	Signage	\$180.00
Ricoh USA, INC	Copier	\$518.48
Rilco, Inc.	Oil, Anitfreeze	\$10,653.84
Roy Rickert	Travel Reimbursement	\$47.88
Safetylane Equipment Corp.	Equipment Repairs	\$4,281.66
Secretary of State	License Plates	\$105.00
Staples	Office Supplies	\$317.09
TeVoert Auto Electric, Inc.	Bus Parts	\$473.38
The Copy Shop	Printing	\$120.00
The Encompass Gas Group, Inc	Welding Supplies	\$109.42
The Pantagraph	Subscription	\$96.00
Think Graphic Design	Brochures	\$510.00
Town of Normal	Bike Lights	\$1,000.00
Town of Normal	Storm Water	\$10.12
TransitTalent.com	Employment Ads	\$95.00
Truck Centers, Inc.	Bus Parts	\$4,870.69
U.S. Postal Service	Office Supplies	\$184.00

United Way of McLean County	Payroll Deduction	\$42.70
Verizon Wireless	Mobile Data Terminals for SS	\$515.48
VISA	Travel & Meetings	\$1,141.18
VISA	Employment Ads	\$575.22
VSP Of Illinois	Insurance	\$556.28
Wayne	Printing	\$321.94
WGLT	Radio Advertising	\$750.00
Wilcox Electric & Service, Inc	Electrical Work	<u>\$188.70</u>
Total Operating		\$624,928.59

Capital Account

Commerce Bank	Transfer to Operating Account	\$800,000.00
Dave Sinclair Ford, Inc	Ford F250 Truck	\$30,986.00
Hupp Toyota	Fork Lift	\$24,428.00
Illinois Cooperative Association	Installation of radios	\$1,375.00
Inland Power Group	Generator	\$5,055.00
Knapheide Truck Equipment - Quincy	Truck Bed & Liftgate	<u>\$7,378.00</u>
Total Capital		<u>\$869,222.00</u>
Grand Total		<u><u>\$1,494,150.59</u></u>



August 2013

Financial Reports

**Bloomington Normal Public Transit
Balance Sheet**

Fiscal Year: 2014 Period 2 August - 2013 Division: 99 Board Reports As of: 08/31/2013

Assets

Current Assets

Checking and Savings	\$4,149,202.98
Accounts Receivable	\$3,906,037.07
Inventory Asset - Fuel	\$37,351.61
Inventory Asset - Parts	\$154,228.53
Inventory Asset - Tires	\$0.00
Other Current Assets	\$98,784.25

Total Current Assets \$8,345,604.44

Fixed Assets \$13,126,639.09

Total Assets \$21,472,243.53

Liabilites & Equity

Liabilities

Accounts Payable	\$266,362.68
Payroll Liabilities	\$447,139.74
Contracts	\$3,116.76
Due to Illinois Funds Account	\$2,419,609.45
Deferred Revenue	\$100,984.96
Deficit Funding Advance	\$0.00

Total Liabilities \$3,237,213.59

EQUITY

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

Total Equity \$19,253,945.39

Retained Earnings (\$1,018,915.45)

Total Liabilities & Equity \$21,472,243.53

Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2014	Period 2	Division: 98 Operating Profit/Loss		As of: 08/31/2013		
		August - 2013	Jul-2013 Thru Aug-2013 Year To Date	Approved Budget	Approved Budget	
Operating Revenue						
Passenger Fares		\$59,163.07	7.97%	\$131,129.98	17.67%	\$742,300.00
ISU Contract Fare		\$39,701.20	8.33%	\$79,402.40	16.67%	\$476,415.00
Other Contract Fares		\$9,945.79	6.63%	\$19,891.58	13.26%	\$150,000.00
Advertising Revenue		\$0.00	0.00%	\$0.00	0.00%	\$15,000.00
Miscellaneous Revenue		\$984.36	49.22%	\$1,396.61	69.83%	\$2,000.00
Total Operating Revenue		\$109,794.42	7.92%	\$231,820.57	16.73%	\$1,385,715.00
Operating Expenses						
Operators Wages		\$294,574.45	7.13%	\$507,824.51	12.29%	\$4,130,570.00
Maintenance Wages		\$55,694.42	6.35%	\$94,939.95	10.82%	\$877,297.00
Administration Wages		\$35,960.38	5.13%	\$60,109.28	8.57%	\$701,655.00
Employer Payroll Tax Expense		\$29,215.08	6.26%	\$50,164.98	10.75%	\$466,778.00
Retirement Plan		\$29,862.17	11.94%	\$43,919.68	17.57%	\$250,000.00
Group Insurance		\$64,902.39	7.24%	\$129,058.39	14.40%	\$896,002.00
Uniform Expense		\$218.43	1.41%	\$619.19	3.99%	\$15,500.00
Professional Services		\$12,661.19	13.36%	\$15,233.69	16.07%	\$94,800.00
Outside Repair-Labor		\$10,631.20	13.56%	\$18,730.28	23.89%	\$78,400.00
Contract Maintenance Services		\$3,227.17	3.36%	\$10,684.91	11.13%	\$96,000.00
Custodial Services		\$434.15	6.76%	\$868.30	13.57%	\$6,400.00
Employee Recruiting/Testing/Temp Help		\$5,419.52	20.69%	\$12,940.72	49.39%	\$26,200.00
Fuel		\$103,989.92	8.64%	\$204,624.76	17.00%	\$1,203,420.00
Lubricants		\$985.98	4.29%	\$1,874.34	8.15%	\$23,000.00
Tires		\$149.00	0.18%	\$2,958.24	3.65%	\$81,100.00
Bus Repair Parts		\$8,067.28	6.72%	\$51,986.54	43.32%	\$120,000.00
Other Materials & Supplies		\$6,097.94	19.99%	\$15,422.98	50.57%	\$30,500.00
Shelters/Signs/Shop Tools		\$692.11	1.87%	\$2,310.73	6.25%	\$37,000.00
Computer and Office Supplies		\$7,709.32	5.65%	\$14,496.05	10.62%	\$136,500.00
Utilities		\$7,700.72	6.14%	\$14,532.58	11.58%	\$125,500.00
Corporate Insurance		\$26,302.00	14.42%	\$43,082.19	23.62%	\$182,378.00
Dues/Subscriptions/Fees		\$17,007.00	60.74%	\$17,256.00	61.63%	\$28,000.00
Printing/Marketing/Training		\$24,580.51	10.12%	\$36,936.90	15.20%	\$243,000.00
Total Operating Expenses		\$746,082.33	7.57%	\$1,350,575.19	13.71%	\$9,850,000.00
Operating Assistance						
Operating Deficit		(\$636,287.91)	7.52%	(\$1,118,754.62)	13.22%	(\$8,464,285.00)
Illinois Downstate Operating Assistance		\$482,104.00	7.55%	\$874,378.95	13.69%	\$6,386,250.00
FTA 5307 Operating Assistance		\$145,775.00	7.02%	\$235,383.00	11.33%	\$2,078,035.00
Total Operating Assistance		\$627,879.00	7.42%	\$1,109,761.95	13.11%	\$8,464,285.00



September 2013

Financial and Statistical Reports

Bloomington Normal Public Transit Balance Sheet

Fiscal Year: 2014 Period 3 September - 2013 Division: 99 Board Reports As of: 09/30/2013

Assets	
Current Assets	
Checking and Savings	\$3,404,864.08
Accounts Receivable	\$5,364,551.71
Inventory Asset - Fuel	\$30,498.22
Inventory Asset - Parts	\$153,460.17
Inventory Asset - Tires	\$0.00
Other Current Assets	\$151,370.71
	\$9,104,744.89
Total Current Assets	\$9,104,744.89
Fixed Assets	\$13,194,486.09
	\$22,299,230.98
Total Assets	\$22,299,230.98
Liabilities & Equity	
Liabilities	
Accounts Payable	\$215,942.87
Payroll Liabilities	\$450,400.60
Contracts	\$2,337.64
Due to Illinois Funds Account	\$3,219,609.45
Deferred Revenue	\$100,487.96
Deficit Funding Advance	\$0.00
	\$3,988,778.52
Total Liabilities	\$3,988,778.52
EQUITY	
Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00
	\$19,253,945.39
Total Equity	\$19,253,945.39
Retained Earnings	(\$943,492.93)
	\$22,299,230.98
Total Liabilities & Equity	\$22,299,230.98

Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2014	Period 3	Division: 98 Operating Profit/Loss		As of: 09/30/2013	
		September - 2013	Jul-2013 Thru Sep-2013 Year To Date	Year To Date	Approved Budget
Operating Revenue					
Passenger Fares		\$68,597.11	\$199,727.09	26.91%	\$742,300.00
ISU Contract Fare		\$39,701.20	\$119,103.60	25.00%	\$476,415.00
Other Contract Fares		\$9,945.79	\$29,837.37	19.89%	\$150,000.00
Advertising Revenue		\$0.00	\$0.00	0.00%	\$15,000.00
Miscellaneous Revenue		\$383.56	\$1,780.17	89.01%	\$2,000.00
Total Operating Revenue		\$118,627.66	\$350,448.23	25.29%	\$1,385,715.00
Operating Expenses					
Operators Wages		\$321,211.07	\$829,035.58	20.07%	\$4,130,570.00
Maintenance Wages		\$57,059.73	\$151,999.68	17.33%	\$877,297.00
Administration Wages		\$36,311.49	\$96,420.77	13.74%	\$701,655.00
Employer Payroll Tax Expense		\$31,440.35	\$81,605.33	17.48%	\$466,778.00
Retirement Plan		\$14,511.67	\$58,431.35	23.37%	\$250,000.00
Group Insurance		\$74,142.46	\$203,200.85	22.68%	\$896,002.00
Uniform Expense		\$228.00	\$847.19	5.47%	\$15,500.00
Professional Services		\$2,557.60	\$17,791.29	18.77%	\$94,800.00
Outside Repair-Labor		\$12,387.81	\$31,118.09	39.69%	\$78,400.00
Contract Maintenance Services		\$3,451.94	\$14,136.85	14.73%	\$96,000.00
Custodial Services		\$434.15	\$1,302.45	20.35%	\$6,400.00
Employee Recruiting/Testing/Temp Help		\$3,846.03	\$16,786.75	64.07%	\$26,200.00
Fuel		\$103,585.55	\$308,210.31	25.61%	\$1,203,420.00
Lubricants		\$543.59	\$2,417.93	10.51%	\$23,000.00
Tires		\$5,236.21	\$8,194.45	10.10%	\$81,100.00
Bus Repair Parts		\$13,812.01	\$65,798.55	54.83%	\$120,000.00
Other Materials & Supplies		\$4,442.17	\$19,865.15	65.13%	\$30,500.00
Shelters/Signs/Shop Tools		\$180.00	\$2,490.73	6.73%	\$37,000.00
Computer and Office Supplies		\$6,804.35	\$21,300.40	15.60%	\$136,500.00
Utilities		\$8,649.64	\$23,182.22	18.47%	\$125,500.00
Corporate Insurance		\$16,302.00	\$59,384.19	32.56%	\$182,378.00
Dues/Subscriptions/Fees		\$541.00	\$17,797.00	63.56%	\$28,000.00
Printing/Marketing/Training		\$6,799.62	\$43,736.52	18.00%	\$243,000.00
Total Operating Expenses		\$724,478.44	\$2,075,053.63	21.07%	\$9,850,000.00
Operating Assistance					
Operating Deficit		(\$605,850.78)	(\$1,724,605.40)	20.38%	(\$8,464,285.00)
Illinois Downstate Operating Assistance		\$470,672.15	\$1,345,051.10	21.06%	\$6,386,250.00
FTA 5307 Operating Assistance		\$134,699.48	\$370,082.48	17.81%	\$2,078,035.00
Total Operating Assistance		\$605,371.63	\$1,715,133.58	20.26%	\$8,464,285.00

Connect Transit
Local Capital and Self-Insurance Fund Balance
August 2013

<u>Self-Insurance Fund:</u>	<u>The Illinois Funds- Cash Balance</u>	
08/01/13	Beginning Balance	\$ 106,830.13
08/31/13	Additions - Interest Income	\$ 1.25
08/31/13	Ending Balance	<u>\$ 106,831.38</u>

<u>Local Capital Reserve:</u>	<u>The Illinois Funds- Cash Balance</u>	
08/01/13	Beginning Balance	\$ 2,086.58
08/31/13	Additions - Interest Income	\$ 0.02
08/31/13	Ending Balance	<u>\$ 2,086.60</u>

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
08/01/13	Beginning Balance	\$ 2,919,937.72
08/02/13	Stevens West, Inc.	\$ (23,000.00)
08/15/13	Deposit - Bloomington	\$ 45,053.01
08/16/13	Deposit - Normal	\$ 30,848.66
08/23/13	Cummins Mid-States Power	\$ (60,903.16)
08/29/13	Deposit - Bloomington	\$ 45,053.01
08/30/13	Cummins Mid-States Power	\$ (36,969.02)
08/31/13	Additions - Interest Income	\$ 360.87
08/31/13	Ending Balance	<u>\$ 2,920,381.09</u>

<u>FTA & IDOT Capital</u>	<u>The Illinois Funds- Cash Balance</u>	
08/01/13	Beginning Balance	\$ 43,591.51
08/31/13	Additions - Interest Income	\$ 0.51
08/31/13	Ending Balance	<u>\$ 43,592.02</u>

Total Reserve Capital Account \$ 2,966,059.71

Breakdown of the Local Capital Reserve Fund- Cash Balance:

Local Capital #1	Local Capital #2
\$ 43,592.02	\$ 2,922,467.69

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

	<u>FY14 Received</u> 8/31/2013	<u>FY143 Receivable</u> 8/31/2013
Bloomington	\$ 90,106.02	\$ -
Normal	\$ 61,697.32	\$ -
Total YTD	<u>\$ 151,803.34</u>	<u>\$ -</u>

Local Capital Reserve Fund Balance - Account Value

08/31/13	Cash Balance	\$ 2,966,059.71
08/31/13	Loans to Operating	\$ 2,419,609.45
08/31/13	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
08/31/13	Ending Balance	<u>\$ 5,345,669.16</u>
Local Capital #1	Local Capital #2	
\$ 3,592.02	\$ 5,342,077.14	

Connect Transit
Local Capital and Self-Insurance Fund Balance
September 2013

<u>Self-Insurance Fund:</u>	<u>The Illinois Funds- Cash Balance</u>	
09/01/13	Beginning Balance	\$ 106,831.38
09/30/13	Additions - Interest Income	\$ 0.90
09/30/13	Ending Balance	<u>\$ 106,832.28</u>

<u>Local Capital Reserve:</u>	<u>The Illinois Funds- Cash Balance</u>	
09/01/13	Beginning Balance	\$ 2,086.60
09/30/13	Additions - Interest Income	\$ 0.01
09/30/13	Ending Balance	<u>\$ 2,086.61</u>

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
09/01/13	Beginning Balance	\$ 2,920,381.09
09/13/13	Cummins Crosspoint	\$ (38,275.91)
09/19/13	Deposit - Normal	\$ 30,848.66
09/20/13	Illinois Cooperative Association	\$ (1,375.00)
09/24/13	Dave Sinclair Ford	\$ (30,986.00)
09/24/13	Hupp Toyota	\$ (24,428.00)
09/24/13	Knapheide Truck Equipment	\$ (7,378.00)
09/26/13	Transfer to Operating Account	\$ (800,000.00)
09/30/13	Additions - Interest Income	\$ 356.17
09/30/13	Ending Balance	<u>\$ 2,049,143.01</u>

<u>FTA & IDOT Capital</u>	<u>The Illinois Funds- Cash Balance</u>	
09/30/13	Beginning Balance	\$ 43,592.02
09/30/13	Additions - Interest Income	\$ 0.36
09/30/13	Ending Balance	<u>\$ 43,592.38</u>

Total Reserve Capital Account \$ 2,094,822.00

Breakdown of the Local Capital Reserve Fund- Cash Balance:

Local Capital #1	Local Capital #2
<u>\$ 43,592.38</u>	<u>\$ 2,051,229.62</u>

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

	<u>FY14 Received</u>	<u>FY14 Receivable</u>
	<u>9/30/2013</u>	<u>9/30/2013</u>
Bloomington	\$ 90,106.02	\$ 45,053.01
Normal	\$ 92,545.98	\$ -
Total YTD	<u>\$ 182,652.00</u>	<u>\$ 45,053.01</u>

Local Capital Reserve Fund Balance - Account Value

09/30/13	Cash Balance	\$ 2,094,822.00
09/30/13	Loans to Operating	\$ 3,219,609.45
09/30/13	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
09/30/13	Ending Balance	<u>\$ 5,274,431.45</u>
Local Capital #1	Local Capital #2	
<u>\$ 3,592.38</u>	<u>\$ 5,270,839.07</u>	



Statistics	Sept 2013					Sept 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	
Connect Transit	25,238	9,448	681	37.05		26,843	9,739	679	39.52		-5.0%	-3.0%	0.3%	-6.2%	
Green A (2 buses)	22,120	8,900	699	31.62		20,318	8,910	697	29.13		8.9%	-0.1%	0.3%	8.6%	
Red B (2 buses)	11,760	5,364	695	16.93		12,668	9,044	694	18.27		-7.2%	-7.6%	0.2%	-7.3%	
Purple C (2 buses)	6,986	4,292	328	21.28		7,239	4,304	328	22.10		-3.5%	-0.3%	0.3%	-3.7%	
Pink D (1 bus)	5,905	5,032	359	16.46		4,931	5,021	359	13.75		19.8%	0.2%	0.1%	19.7%	
Blue E (1 bus)	9,318	9,836	725	12.86		8,676	9,801	723	12.00		7.4%	0.4%	0.2%	7.2%	
Brown F (2 buses)	17,217	9,936	714	24.11		18,444	9,649	712	25.89		-6.7%	3.0%	0.3%	-6.9%	
Yellow G (2 buses)	16,402	9,492	711	23.06		17,033	9,546	709	24.01		-3.7%	-0.6%	0.3%	-4.0%	
Orange H (2 buses)	18,059	11,952	695	26.01		18,450	12,120	695	26.53		-2.0%	-1.4%	0.0%	-2.0%	
Lime I (2 buses)	2,705	5,500	350	7.73		2,228	8,947	349	6.38		21.4%	-38.5%	0.3%	21.1%	
Teal J (1 bus)	1,389	5,628	358	17.69		7,363	5,715	358	20.56		-13.9%	-1.5%	0.1%	-14.0%	
Aqua K (1 bus)	31,710	4,256	400	79.28		31	62	3	10.20		4380.6%	797.4%	2801.3%	54.4%	
Heartland Exp (1 bus)	8,634	6,480	489	17.64		19,556	4,043	380	51.46		62.1%	5.3%	5.3%	-42.2%	
ISU Tri Towers (2 buses)	5,476	5,796	434	14.91		14,190	6,156	465	30.52		-39.2%	5.3%	5.3%	-42.2%	
ISU College Station (2 buses)	190,289	105,472	7,728	24.62		6,013	5,807	422	14.25		7.7%	-0.2%	2.9%	4.7%	
Nite Ride (3 buses)						183,963	108,864	7,573	24.29		3.4%	-3.1%	2.0%	1.4%	
Total Fixed Route															
Demand Response	4,657	21,432	1,343	3.47		3,974	18,190	1,304	3.05		17.2%	-17.6%	3.0%	13.3%	
Connect Mobility	583	2,989	215	2.71		604	3,003	270	2.24		-3.5%	-0.5%	-20.4%	21.2%	
Connect Late Night	5,240	24,421	1,558	3.36		4,578	21,193	1,574	2.91		14.5%	15.2%	-1.0%	15.6%	
Total Demand Response						195,529	129,893	9,286	21.06		3.7%	-0.1%	1.5%	2.1%	
SYSTEM TOTALS															



		Month: Sept 2013			
		Target	FY2014	FY2013	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	21.1	20.6	2.1%
	Total Boardings per Capita	1.0	1.5	1.5	3.7%
	Total Boardings per Revenue Mile	1.0	1.5	1.4	3.8%
Safety	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	2	1	100.0%
	Preventable Accidents per 100,000 Miles	0.0	3	1	99.7%
Efficiency	Farebox Recovery Ratio	13.3%	16.3%	17.3%	-5.6%
	Average Fare	\$ 0.68	\$ 0.60	\$ 0.61	-0.1%
	Cost per Revenue Hour	\$ 74.22	\$ 78.02	\$ 72.16	8.1%
	Cost per Customer	\$ 5.10	\$ 3.71	\$ 3.50	5.9%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.10	\$ 2.90	7.1%
Base Statistics for Calculations	Total Customers		195,529	188,561	3.7%
	Total Revenue Hours		9,286	9,147	1.5%
	Total Revenue Miles		129,893	130,057	-0.1%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 724,478.00	\$ 660,028.00	9.8%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 118,244.00	\$ 114,134.00	3.6%

Analysis & Interpretation



Statistics

	FY14 YTD				FY13 YTD				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
Connect Transit												
Green A (2 buses)	70,368	29,655	2,165	32.20	77,913	30,484	2,187	35.62	-9.7%	-2.1%	-0.1%	-9.6%
Red B (2 buses)	56,072	28,510	2,244	24.99	54,020	28,204	2,240	24.12	3.8%	1.1%	0.2%	3.8%
Purple C (2 buses)	37,756	27,552	2,229	16.94	40,488	28,696	2,234	18.13	-6.7%	-2.9%	-0.2%	-6.5%
Pink D (1 bus)	20,363	13,798	1,053	19.33	19,993	13,652	1,056	18.92	1.9%	1.1%	-0.3%	2.2%
Blue E (1 bus)	16,908	16,127	1,151	14.69	15,518	15,697	1,149	13.51	9.0%	1.4%	0.2%	8.7%
Brown F (2 buses)	28,741	31,541	2,325	12.36	28,434	31,113	2,325	12.23	1.1%	1.4%	0.0%	1.1%
Yellow G (2 buses)	50,141	31,402	2,291	21.89	54,352	30,547	2,290	23.73	-7.7%	2.8%	0.0%	-7.8%
Orange H (2 buses)	47,368	30,602	2,282	20.76	49,619	30,382	2,286	21.71	-4.5%	0.7%	-0.2%	-4.4%
Lime I (2 buses)	56,244	39,214	2,291	25.21	55,908	38,390	2,232	25.04	0.6%	-0.4%	-0.1%	0.7%
Teal J (1 bus)	7,590	22,473	1,123	6.76	6,672	28,403	1,133	5.89	13.8%	-20.9%	-0.9%	14.8%
Aqua K (1 bus)	22,339	18,195	1,150	19.43	22,850	18,123	1,147	19.92	-2.2%	0.4%	0.2%	-2.5%
HCC Express (1 bus) (MCWHS)	2,030	980	123	16.44	51	90	4	11.67	3880.4%	992.5%	2725.6%	40.9%
ISU Tri Towers (2 buses)	46,102	6,384	590	78.17	26,230	6,171	580	45.22	75.9%	3.4%	1.7%	72.8%
ISU College Station (2 buses)	13,068	9,720	717	18.22	22,140	9,396	710	31.20	-41.0%	3.4%	1.1%	-41.6%
Nite Ride (3 buses)	9,571	8,891	674	14.20	9,138	9,106	662	13.91	4.7%	-2.4%	1.9%	2.8%
Total Fixed Route	484,661	314,544	22,367	21.67	483,326	318,643	22,235	21.74	0.3%	-1.3%	0.6%	-0.3%
Demand Response												
Connect Mobility	13,779	66,387	3,752	3.67	11,712	56,720	4,063	2.69	17.6%	17.0%	-7.4%	27.1%
Connect Late Night	1,676	9,060	696	2.41	1,868	8,642	867	2.15	-10.3%	4.8%	-19.7%	11.8%
Total Demand Response	15,455	75,447	4,448	3.47	13,580	65,362	4,920	2.76	13.8%	15.4%	-9.6%	25.9%
SYSTEM TOTALS	500,116	389,991	26,815	18.65	496,906	384,005	27,155	18.30	0.6%	1.6%	-1.2%	1.9%

Metrics		Month: 2014 YTD			
		Target	FY2014	FY2013	% Change
Effectiveness	Total Boardings per Revenue Hour	15.0	18.7	18.3	1.9%
	Total Boardings per Capita	1.0	3.9	3.8	0.6%
	Total Boardings per Revenue Mile	1.0	1.3	1.3	-0.9%
Safety	Total Preventable Accidents (Fixed Route and Demand Response)	0.0	3	4	-25.0%
	Preventable Accidents per 100,000 Miles	0.0	12	15	-23.8%
Efficiency	Farebox Recovery Ratio	13.3%	16.8%	15.2%	10.9%
	Average Fare	\$ 0.68	\$ 0.70	\$ 0.59	17.9%
	Cost per Revenue Hour	\$ 74.22	\$ 77.38	\$ 71.39	8.4%
	Cost per Customer	\$ 5.10	\$ 4.15	\$ 3.90	6.4%
	Operating Assistance Investment per Customer	\$ 4.42	\$ 3.45	\$ 3.31	4.3%
Base Statistics for Calculations	Total Customers		500,116	496,906	0.6%
	Total Revenue Hours		26,815	27,155	-1.2%
	Total Revenue Miles		389,991	384,005	1.6%
	Total Bloomington-Normal Population (per the 2010 US Census)		129,107	129,107	0.0%
	Total Operating Expense		\$ 2,075,063.00	\$ 1,938,500.00	7.0%
	Total Operating Revenue (includes all directly-generated revenue such as Universal Access)		\$ 348,668.00	\$ 293,812.00	18.7%

Analysis & Interpretation

SEPT. 20, 2013

RECEIVED SEP 21 2013

ROUTE SUPERVISOR
CONNECT TRANSIT
351 WYLIE DRIVE
NORMAL, IL 61761

DEAR SIR OR MADAM:

I AM WRITING IN BEHALF OF MYSELF AND OTHER RESIDENTS AT ANGLERS MANOR WHO DEPEND ON THE BUS SERVICE FOR DOCTOR'S APPOINTMENTS, SHOPPING, ERRANDS, ETC.

BECAUSE THE BUS ROUTE (PURPLE C) STOPPED AT THE ENTRANCE TO THE BUILDING AND WENT DIRECTLY TO OSF CLINIC (FORMERLY CARLE CLINIC) WAS THE MAIN REASON I MOVED TO ANGLERS MANOR TWO YEARS AGO.

THE NEW ROUTE (TEAL J) STOPS AT THE STREET CURB FOR PICK-UP AND GOES TO THE TRANSFER STATION AT EASTLAND MALL WHERE I WAIT FOR A BUS GOING TO OSF CLINIC.

THE MAIN REASON I AM WRITING IS TO SEE IF THE BUS COULD PULL INTO THE DRIVE AT ANGLERS MANOR FOR BOARDING AND GETTING OFF THE BUS. WITH THE CHANGING WEATHER IN FALL AND WINTER, IT IS GOING TO BE DIFFICULT, IF NOT IMPOSSIBLE FOR MANY OF US TO WALK TO THE STREET TO WAIT, ESPECIALLY SINCE THERE IS NO PROTECTION FROM THE ELEMENTS.

I DO WANT TO COMMEND ALL THE BUS DRIVERS FOR THEIR COURTESY AND HELPFULNESS.

I WOULD LIKE TO THANK YOU IN ADVANCE FOR YOUR TAKING TIME TO READ AND CONSIDER MY LETTER.

SINCERELY,

- ANGLERS MANOR
1017 S. MERGER AV. APT #
BLOOMINGTON, IL 61701
(309)

Discrimination charges dismissed for Connect Transit

By Rachel Wells
rwells@pantagraph.com

BLOOMINGTON — A former Connect Transit employee has agreed to dismiss discrimination charges against the public bus agency as part of a \$2,000 settlement agreement signed in August.

Former operations supervisor Judy Bryant had alleged discrimination based on her age and cancer diagnosis.

In a complaint filed in September 2012 with the Illinois Department of Human Rights, Bryant, 55, said the transit system issued her several immaterial reprimands with the goal of demoting her and replacing her with a younger worker. She also alleged breach of confidentiality after two tran-

sit employees allegedly discussed her radiation and chemotherapy cancer treatments.

A copy of the agreement, obtained by The Pantagraph through a Freedom of Information Act request, shows Bryant has released Connect Transit from any claims of discrimination related to her employment there.

Under the agreement, Bryant is not allowed to disclose details of the agreement or disparage Connect Transit and she did not immediately return a message from The Pantagraph.

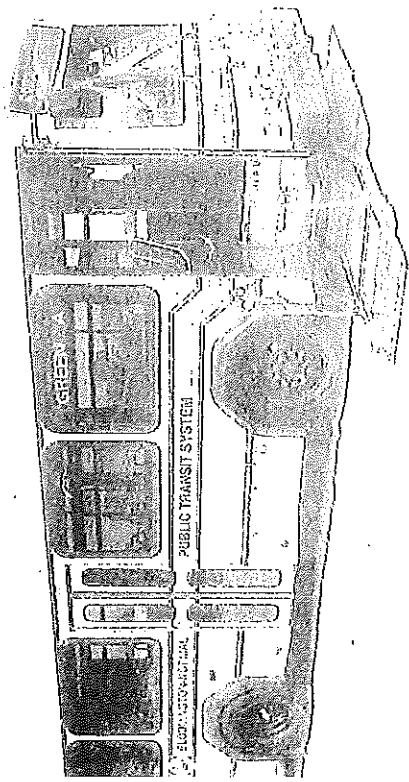
Connect Transit General Manager Andrew Johnson said Bryant resigned in March of this year. The settlement agreement is dated Aug. 28.

Homecoming 2013

Ride the Homecoming Shuttle

Pick up the Homecoming Shuttle at the Alumni Center beginning at 9 am. For additional information visit:

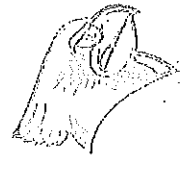
Parking.IllinoisState.edu



Tailgating and Parking Permits

Reserve your space in the Tailgating lots for all Football home games by purchasing Tailgating Permits online at:

Parking.IllinoisState.edu



HOME'S BEST LOVE IS
HOMECOMING
SEPT. 30-OCT. 6, 2013

Go You Redbirds!