

**Connect Transit Board of Trustees**  
**April 3, 2025, 4:30 p.m.**  
**351 Wylie Drive, Normal, IL 61761 – Board Room**  
**Regular Session Minutes – Approved at 4/22/25 Meeting**

**A. CALL TO ORDER:**

Chairman Ryan Whitehouse called the meeting to order at 4:30 p.m.

**B. ROLL CALL:**

Board Clerk, Janice Crago, recorded attendance via roll call.

**Trustees Present:**

Trustee Gina Bianchi  
Secretary Linda Foster  
Vice Chair Julie Hile (Virtual)  
Trustee Mandava Rao  
Chairman Ryan Whitehouse

**Trustees Absent:**

Trustee Judy Buchanan

**City Managers Present:**

City Manager Jeff Jurgens

**City Managers Absent:**

City Manager Pam Reece

**Staff Present:**

David Braun, Managing Director  
Brady Lange, Deputy Managing Director  
Alex Giantamidis, Transit Planner  
Ashley Strupek, Procurement Manager  
Charlie Busse, Maintenance Manager  
Janice Crago, Board Clerk  
Mark Huffman, Marketing Manager  
Pat Kuebrich, Finance Director  
Shelly Moss, Operations Director  
Stephanie Butler, HR Manager  
Steve Stockton, IT Manager

**Guest(s) Present:**

Shannon Liska, Mobility Rider  
Michelle Brown, Mobility Rider  
Jo Salata, Mobility Rider  
Elizabeth Monteros, Mobility Rider

**Chairman Whitehouse called for a motion to allow Vice Chair Hile to attend virtually.**

Trustee Rao motioned; seconded by Secretary Foster.

**Discussion:**

Chairman Whitehouse explained that Vice Chair Hile was requesting to attend virtually for work purposes, which is an approved reason.

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Trustee Rao, Chairman Whitehouse

NAY: None

The motion to allow Vice Chair Hile to attend virtually was **approved**.

**C. PLEDGE OF ALLEGIANCE AND MISSION STATEMENT:**

Chairman Whitehouse led the Board in the Pledge of Allegiance and read the Connect Transit Mission Statement.

**D. PUBLIC COMMENT:**

Chairman Whitehouse explained the Public Comment procedure and called on Shannon Liska.

Shannon Liska, a Mobility rider, explained that she was recently picked up through Mobility at 8:37 p.m. and did not get home until 9:42 p.m., which put her on the bus for over an hour, which she thought was not allowed.

Chairman Whitehouse explained that the Trustees were not allowed to comment back but that staff would look into the event and expressed his apologies for not being able to reply.

Chairman Whitehouse then called on Michelle Brown.

Michelle Brown, a Mobility rider, explained she wanted to share some concerns gathered from the Life CIL Mobility riders' group and that in the future she hoped to email the concerns to the Board Clerk so they could be addressed quickly. Ms. Brown explained the three areas of concern were the use of no-shows, the time between buses when going to multiple locations, and the phone system still having the option to dial three because it is not functional.

Ms. Brown shared several incidents of the bus being late or early, and the inconveniences that causes. She explained she was marked as a no-show even though she was where she was supposed to be and asked that the Board please govern the service better and establish reservation guidelines because they would be a great help to their group and others using the service. She shared that dialing three for will call service on the phone is not working well because she has waited over an hour for the return call and asked that we please remove it as it was still operational the day prior after being told it was no longer in use.

Chairman Whitehouse thanked Ms. Brown for her comments.

**E. CONSENT AGENDA:**

- a. Approval of Transit Center Update Workshop Minutes for February 25, 2025
- b. Approval of Regular Session Minutes for February 25, 2025
- c. Approval of Executive Session Minutes for February 25, 2025
- d. Approval of Financial Information for February 2025
- e. Monthly Statistical Reports for February 2025
- f. Cardinal Infrastructure; Federal Report
- g. Cornerstone; Illinois Weekly Update

**Chairman Whitehouse called for a Motion to Approve the Consent Agenda.**

Trustee Rao motioned; seconded by Secretary Foster.

**Discussion:**

David Braun, Managing Director, explained that the financial report reflects a large payment to Marsh McLennan Agency, which was for our quarterly Property & Casualty and Worker's Compensation insurance. Mr. Braun stated the corporate insurance is higher than the use for the year because the quarterly payment drove that cost up and that it will go down throughout the rest of the year. Mr. Braun stated bus repair costs are up because we purchased bus wraps that reflect our branding to cover the buses we purchased from Champaign Urbana Mass Transit District. He explained they are non-advertising wraps, which is what drove the cost up. Mr. Braun stated that Custodial Services is 99%, which includes pest control and that we are not expecting many more payments after this month.

Mr. Braun explained that we are at 66% of our fiscal year, 62% of our budget, and 78% of our anticipated revenue. He explained this puts us on track with our budget and that we feel comfortable moving forward with the remainder of the fiscal year.

Mr. Braun stated that our overall performance reflects ridership is still down about 5%; Mobility ridership for revenue hours is 2.3, which represents how efficient we are in carrying people and how many people we have on the bus at any given time. He explained we track that number very carefully because it drives our budget with next year's budget anticipating 2.38 with the anticipation of improving efficiency even further. Operator pay to service hours is 1.33, another number we track carefully that includes a combination of absenteeism to training and many other factors.

Mr. Braun explained the lobbyist reports are very informative and encouraged the Trustees to review them and stated we have a new Secretary of Transportation.

Mr. Braun shared that Cardinal Infrastructure continues to monitor what is happening at the federal level in relation to our funding. He explained that the American Public Transit Association (APTA) also regularly shares a report to let agencies know that is happening at the federal level and that staff will be attending the APTA legislative meeting in May to hopefully get some more resolution to those issues.

Mr. Braun stated the Cornerstone report is tracking bills at the state level, with a few that Connect continues to watch: Government vehicles and the Buy America requirements; and the Equitable Restrooms act, which we are considering and have built into our public transit facility. He also explained that one of the bills not listed in this report is a bill that would allow public transit carriers the right to have digital mirrors rather than traditional fixed mirrors. Mr. Braun shared that in tight quarters traditional mirrors tend to get damaged, and the digital mirrors provide a much clearer vision of what is happening.

Chairman Whitehouse stated safety is a top priority for us and asked if the legislation would include who is paying for the digital mirrors.

Mr. Braun stated Connect Transit would pay with their capital budget.

Secretary Foster asked if the digital mirrors had a start or installation date.

Mr. Braun stated that right now we are not allowed to remove our exterior mirrors so we are proposing to change legislation before we can pursue purchasing and installing the digital mirrors.

Chairman Whitehouse asked if APTA and IPTA agree with the proposed legislation.  
Mr. Braun shared they both support the legislation.

Chairman Whitehouse asked if the 10% increase if FLEX ridership is related to the decrease in Mobility ridership.

Mr. Braun stated he will check to see if any registered FLEX riders are also Mobility riders.

Chairman Whitehouse stated he would be interested in that information.

Chairman Whitehouse asked if there were any other questions or comments for Mr. Braun.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

The motion to approve the Consent Agenda was **approved**.

**F. COMMITTEE REPORTS:**

**Marketing and Communications Committee:**

No report.

**Finance Committee:**

No report.

**Operations and Planning Committee:**

No report.

**G. NEW BUSINESS:**

- a. Recommendation for Property and Casualty Insurance Brokerage Services – Roll Call Vote

**Chairman Whitehouse called for a motion to authorize the Managing Director to execute a contract with Marsh McLennan Agency for Property and Casualty Insurance Brokerage Services for a term of five years. This contract award is contingent upon IDOT concurrence.**

Trustee Rao motioned; seconded by Secretary Foster.

**Discussion:**

Mr. Braun stated that we heard the name Marsh McLennan earlier in the meeting and that we are talking about them again now.

Ashley Strupek, Procurement Manager, explained that Connect Transit has used the services of a brokerage firm to solicit and contract for all our insurance needs for at least 10 years. Brokerage firms have the expertise needed to negotiate preferred insurance rates with various carriers, offer many value-added services to help manage costs, and provide risk assessment services to prevent claims.

Connect Transit issued a Request for Proposal (RFP) seeking proposals for property and casualty insurance brokerage services on January 20, 2025. We received five proposals in response to our RFP from: Clemens & Associates, Compass Insurance, Cottingham & Butler, Gallagher, and Marsh McLennan Agency. The proposals were evaluated on the qualifications of each firm, their approach to addressing the needs identified in the scope of work, interviews conducted with the primary account representatives, contract cost, and value-added services offered. Marsh McLennan Agency was identified as the top proposer.

Marsh McLennan Agency has over 170 offices with a team of over 10,000 people across the U.S. and Canada, with their local office in Schaumburg. Marsh is our current property and casualty provider, making them familiar with our company and needs. They have recently expanded their in-house safety team, which will help Connect Transit's safety department by enhancing our safety performance, developing effective safety-related training, and seeking alternative solutions for managing cost drivers.

The total not-to-exceed value for these services is \$181,648, which will be paid over the term of the five-year contract utilizing operating funds. This total cost will be reduced by the amount of any commission the broker receives.

Mr. Braun added that we are in a very competitive market and received some great proposals from local firms and national firms, but the Marsh rose to the top because of the services they offer – not because of a low bid situation, but because of a best value proposition. He stated that the other carriers put in tremendous proposals, that it was a tough decision to make, and that we are not allowed to give any preference to geographic location.

Chairman Whitehouse asked what this cost is in comparison to what it has been in the past.

Ms. Strupek explained the cost had gone down and then explained the cost proposal process and interview process.

Vice Chair Hile asked what enhancements we will be able to access on the safety side.

Mr. Braun stated he would share that information with the Trustees tomorrow when he had the information available.

Ms. Strupek explained they now have an in-house safety team who will walk through our facility and make safety improvement suggestions.

Vice Chair Hile stated she would like to know how this will make us better and looked forward to receiving that information.

Trustee Bianchi asked for clarity in that last year we did a one-year contract for this same project and are now doing a five-year contract and will start shopping around in four years.

Ms. Strupek explained that when we put this out for bid last year there was a lot of confusion when we awarded the contract and when we brought it to the Board, so we just extended the contract we had at the time. This time we split the employee

benefits and property and casualty bids up to make them easier to manage, understand, and award.

Chairman Whitehouse asked if there were any other questions or comments for Ms. Strupek.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

The motion to authorize the Managing Director to execute a contract with Marsh McLennan Agency for Property and Casualty Insurance Brokerage Services for a term of five years upon IDOT concurrence was **approved**.

b. Recommendation for Employee Benefits Insurance Brokerage Services – Roll Call Vote

**Chairman Whitehouse called for a motion to authorize the Managing Director to execute a contract with Marsh McLennan Agency for Employee Benefits Insurance Brokerage Services for a term of five years. This contract award is contingent upon IDOT concurrence.**

Trustee Bianchi motioned; seconded by Trustee Rao.

**Discussion:**

Ms. Strupek explained that Connect Transit has used the services of a brokerage firm to solicit and contract for all our insurance needs for over 10 years. Brokerage firms have the expertise needed to negotiate preferred insurance rates with various carriers, assist employees throughout open enrollment, offer many value-added services to help manage costs, and provide risk assessment services to prevent claims.

Connect Transit issued a Request for Proposal (RFP) seeking proposals for employee benefits insurance brokerage services on January 27, 2015. We received six proposals in response to our RFP from: Clemens & Associates, Compass Insurance, Cottingham & Butler, Gallagher, Marsh McLennan Agency, and Troxell BPA. The proposals were evaluated on the qualifications of each firm, their approach to addressing the needs identified in the scope of work, interviews conducted with the primary account representatives, contract cost, and value-added services offered. Marsh McLennan Agency was identified as the top proposer.

Marsh McLennan Agency has over 170 offices with a team of over 10,000 people across the U.S. and Canada, with their local office in Schaumburg. Marsh has value added services such as open enrollment assistance, wellness programs, and compliance support that will help reduce the burden on our Human Resources team.

The total not-to-exceed value for these services is \$80,000 annually. The total cost will be reduced by the amount of any commission the broker receives.

Chairman Whitehouse asked Ms. Strupek to explain the cost again.

Ms. Strupek explained that the broker works on commission from the insurance carrier and that if the broker receives \$50k in commission, we will only need to pay \$30k, and that the cost of the contract will never exceed \$80k annually. She stated that we have no way of knowing how much commission the broker will receive so we have to plan for \$80k in the budget.

Mr. Braun stated that a system of our size and nature is likely to not pay any fees.

Chairman Whitehouse asked if there were any other questions or comments.

Chairman Whitehouse called for a vote on the motion on the floor since there were no more questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

The motion to authorize the Managing Director to execute a contract with Marsh McLennan Agency for Employee Benefits Insurance Brokerage Services for a term of five years. This contract award is contingent upon IDOT concurrence was **approved**.

c. Recommendation for Zero-Fare Days – Roll Call Vote

**Chairman Whitehouse called for a motion to authorize the Managing Director to approve zero-fare days including but not limited to the previously supported events listed below for the remainder of FY25 and all of FY26.**

Secretary Foster motioned; seconded by Trustee Bianchi.

**Discussion:**

Mr. Braun stated he would be presenting on behalf of Mark Huffman, Marketing Manager.

Mr. Braun stated that historically, Connect Transit has supported the following zero-fare days to increase opportunities for residents in our communities to try transit, foster relationships with community partners, and support public awareness.

- Election Days, both local and national
- Earth Day
- Mid-Illinois Realtors Association Fair Housing Affair
- Library Card Sign Up Month

We believe that each of these zero-fare days is worthy of support from Connect Transit because they strengthen and enrich individual lives, our community, the economy, and the environment.

This will not have a significant impact on our revenue budget.

Secretary Foster asked if we could create a plan to allow the staff not to have to ask permission every time they want to provide zero-fare.

Mr. Braun stated we could modify the recommendation.

Chairman Whitehouse asked if the zero-fare days could be put in the January Consent Agenda of each year.

City Manager Jeff Jurgens stated it would be allowable.

Chairman Whitehouse stated we would do that from now on.

Chairman Whitehouse asked if the Trustees had any questions.

Chairman Whitehouse called for a vote on the motion on the floor since there were no questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Foster, Vice Chair Hile, Trustee Rao, Trustee Singer, Chairman Whitehouse

NAY: None

The motion to authorize the Managing Director to approve zero-fare days including but not limited to the previously supported events listed below for the remainder of FY25 and all of FY26 was **approved**.

d. Recommendation to Authorize FTA Application Filing – Roll Call Vote

**Chairman Whitehouse called for a motion to adopt the resolution authorizing the Managing Director to execute and file an application for federal assistance on behalf of Connect Transit.**

Trustee Rao motioned; seconded by Secretary Foster.

**Discussion:**

Mr. Braun stated the Federal Transit Administration (FTA) recently required transit systems to provide a resolution from its governing body that confirms the applicant's authority to seek and receive federal funds. The resolution demonstrates that the governing body of the applicant (e.g., Board of Trustees) has formally approved the application for FTA funding.

Authorizing the Managing Director to execute and file an application for federal assistance on behalf of Connect Transit improves the responsiveness of the agency and allows funds to be available sooner. Federal assistance is used to support our on-going operations or capital needs.

No financial impact, except that we will be able to draw down federal funds when they are available.

Chairman Whitehouse asked if anyone had questions.

Chairman Whitehouse called for a vote on the motion on the floor since there were no questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Foster, Vice Chair Hile, Trustee Rao, Trustee Singer, Chairman Whitehouse

NAY: None

The motion to adopt the resolution authorizing the Managing Director to execute and file an application for federal assistance on behalf of Connect Transit was **approved**.

e. Recommendation to Approve FY26 Budget – Roll Call Vote

**Chairman Whitehouse called for a motion to adopt the FY26 Operating and Capital Budget.**  
Secretary Foster motioned; seconded by Trustee Rao.

**Discussion:**

The Draft FY26 Budget was presented for review and consideration at the Connect Transit Board of Trustees' February meeting.

The FY26 budget includes 110,802 revenue hours for fixed route service, up 3.75% from FY25. The FY26 budget also includes 47,748 revenue hours for Connect Mobility, down 13% from FY25 due to flattening of ridership growth trends and recognizing passenger per hour efficiencies. The budget also includes 9,684 hours for an additional microtransit zone (up 75% from 2025).

The total FY26 budget of \$21,545,186 is 7.4% higher than the FY25 budget.

Chairman Whitehouse asked what peak service means.

Mr. Braun stated peak service services 6:00 a.m. – 9:00 a.m. and 2:00 p.m. – 6:00 p.m.

Chairman Whitehouse asked why FY23 had such a large jump in the budget.

Mr. Braun stated that included the reintroduced service after the COVID reduction, additional staff, and additional vehicles.

Secretary Foster asked if the new fare collection system will still accept cash.

Mr. Braun stated it will still accept cash.

Vice Chair Hile stated she has gone over the budget with Mr. Braun and that she appreciates the close look the Trustees have given this budget. She stated she feels this is a solid budget.

Trustee Bianchi stated she appreciates the deep dive into the Marketing area.

Chairman Whitehouse asked if there were any other questions for Mr. Braun.

Chairman Whitehouse called for a vote on the motion on the floor since there were no other questions or comments and asked the Clerk to call the roll.

**Rollcall Vote:**

AYE: Trustee Bianchi, Trustee Foster, Vice Chair Hile, Trustee Rao, Trustee Singer, Chairman Whitehouse

NAY: None

The motion to adopt the FY26 Operating and Capital Budget was **approved**.

## **H. CHAIRMAN'S REPORT:**

Chairman Whitehouse stated that we have four committees, Executive Committee, Finance, Planning and Operations, and Messaging and Marketing. He explained each committee, expected meeting frequency and asked if any Trustee was interested in serving on any of the committees to please text him and let him know in the next few days. He emphasized that Trustees should let Chairman Whitehouse know, not the Board Clerk.

Trustee Rao asked if they should serve on one or two committees.

Chairman Whitehouse stated they are planning for only one committee but to send him their top two requests.

## **I. MANAGING DIRECTOR'S REPORT:**

Mr. Braun shared his monthly Managing Director's report available online as part of the Managing Director's Presentation.

### **Strategic Plan Scorecard:**

Mr. Braun gave an update on the Strategic Plan, noting that he had indicated changes or updates to the scorecard with an "X" on the far left. (Updates included as part of the Managing Director's Presentation available online.)

### **Messaging Campaign Implementation:**

- **DRAFT Marketing/Messaging Plan**
  - Outline prepared
  - DRAFT written plan will be provided to the Board of Trustees by 4/22/25 meeting, including:
    - Timeline of potential events and sponsorships.
    - Campaign/Marketing schedule.
    - Anticipated media to be used.
    - For the remainder of this year and next.
  - Monthly Marketing and Communications Committee Meeting

### **Community Outreach:**

- ISU Redbird Express Rides for prospective students coordinated with Admissions
- Heartland Student Engagement and International Students
- Senior Services Luncheon at Life CIL
- ISU Housing meeting
- ISU Graphic Design Reception

### **Employee Morale:**

- March employee birthdays & work anniversary celebration
- April employee birthdays & work anniversary celebration
- National Transit Employee Appreciation Week
- Employee retirement celebration

## **Professional Development:**

- FTA Triennial Review Workshop
  - Chicago, IL; 3/12/25 – 3/13/25
  - Attended by:
    - Ashley Strupek, Procurement Manager
    - Pat Kuebrich, Finance Director
    - Brady Lange, Deputy Managing Director
  - The Triennial Review happens every three years with the FTA to review our procedures and policies that we have in place.
  - The workshop focused on the Contractor's Manual and on compliance areas with a high number of findings from past reviews of all agencies.
  - Of the 23 compliance topic areas, the workshop focused on: Procurement, Maintenance, Financial Management and Capacity, Title VI, ADA, Disadvantaged Business Enterprise, Equal Employment Opportunity, and Safety Plans.
  - We were also able to connect with our FTA representative about future grants.
  - We networked with other Central Illinois agencies and discussed how to fully prepare for the review.
  
- FTA Drug and Alcohol Conference
  - Kansas City, MO; 3/18/25 – 3/20/25
  - Attended by:
    - Dave White, Safety and Training Director
    - Norm Ellison, Safety and Training Coordinator
  - Sessions included:
    - Beginner DAPM (Ellison)
    - Advanced DAPM (White)
    - Employee Onboarding Under Part 655 (White)
    - Non-Negative Tests and How to Handle Them (White)
    - Well-Run Post-Accident Testing Programs (White and Ellison)
    - How to Become Your Own Collector (White and Ellison)
    - Trends in Cannabis Use and Continued Impacts on Transit Operations (White and Ellison)
    - FTA Random Testing (White and Ellison)
  
- Illinois Rural Transit Assistance (RTAC) Conference
  - Springfield, IL; 3/18/25 – 3/20/25
  - Attended by:
    - David Braun, Managing Director
    - Patrick Kuebrich, Finance Director
    - Shelly Moss, Operations Director
    - Carrie Bailey, Operations Analyst
  - Sessions included:
    - IDOT Update
    - Grantee Compliance
    - “Managing System Costs: Operational and Capital Cost Management at Rural and Small Urban Transit Systems” by Texas A&M
      - Foundational concepts in cost management (i.e., transit cost drivers, cost analysis and reporting).

- Managing directly operated labor and fuel costs.
- Specific strategies for demand response cost management.
- Specific strategies for fixed route cost management.
- Managing vehicle costs, including maintenance and replacement.
- Engaged in interactive discussions, exercises, and networking events

**Recruiting:**

- Positions Open
  - Bus Operator (6)
  - Maintenance Supervisor (1)
  - Mechanic (3)
- Positions Filled
  - Bus Operator (4)
  - Mechanic (1)

**Reminders:**

- SEI filings due by May 31.

**J. TRUSTEE COMMENTS:**

Secretary Foster stated the reports were full of great information, thanked Mr. Braun. She reminded the Trustees of the previous days' weather and asked what actions are taken when there are tornado warnings.

Mr. Braun stated the employees in the building go into the Training Room, which is the designated tornado shelter.

Shelly Moss, Operations Director, explained they do an all call to the drivers asking them to pull over to a safe location and escort their riders to a safe location.

Chairman Whitehouse asked what a safe location consists of.

Ms. Moss stated the drivers have been informed of the locations along the routes, usually grocery stores, hospitals, or businesses that they can safely go into with the riders.

Secretary Foster stated she wanted to make sure that all our employees are safe during tornado type weather, that the bus protects us from the rain but not a tornado. She also wanted to know if the passengers are told of the process.

Mr. Braun stated that the driver is in control of the bus, and they are taught how to safely escort the riders during bad weather.

Secretary Foster asked if we call riders to let them know when we are running late due to a tornado warning.

Mr. Braun stated we cannot call on the fixed route because we have no idea who is riding, and that with other services it isn't feasible because the warnings and sheltering are happening so fast.

Secretary Foster asked us to consider internet or social media postings when we are running late due to weather or other reasons because it could be very helpful to riders.

Trustee Rao said the budget was well done.

**K. EXECUTIVE SESSION:**

- a. (ILCS 120/2.06) (d) – Review of Closed Session Minutes
- b. (ILCS 120/2 (c) (1) – Personnel Matters

**Chairman Whitehouse called for a motion to adjourn Regular Session and move into an Executive Session.**

Secretary Foster motioned; seconded by Trustee Rao.

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse  
NAY: None

The motion to execute adjourn Regular Session and move into Executive Session in the Administrative Conference Room was **approved at 5:37 p.m.**

**REGULAR SESSION RE-OPENED:**

Chairman Whitehouse called Regular Session back to order at 5:52 p.m. in the Board Room and Board Clerk, Janice Crago, took attendance via roll call.

**Trustees Present:** Trustee Gina Bianchi  
Secretary Linda Foster  
Vice Chair Julie Hile  
Trustee Mandava Rao  
Chairman Ryan Whitehouse

**Trustees Absent:** Trustee Judy Buchanan

**City Managers Present:** City Manager Jeff Jurgens

**City Managers Absent:** City Manager Pam Reece

**Staff Present:** David Braun, Managing Director  
Brady Lange, Deputy Managing Director  
Charlie Busse, Maintenance Manager  
Janice Crago, Board Clerk  
Steve Stockton, IT Manager

**Chairman Whitehouse suggested the following recommendations be postponed:**

- L: Managing Director’s Annual Salary Increase
- M: Disposition of Oakland Avenue Property

Chairman Whitehouse called for a motion to table agenda item “L” and agenda item “M” for one month.

Secretary Foster motioned; seconded by Trustee Rao

**Rollcall Vote:**

AYE: Trustee Bianchi, Secretary Foster, Vice Chair Hile, Trustee Rao, Chairman Whitehouse

NAY: None

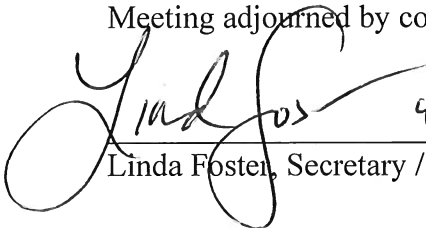
Vice Chair Hile asked Trustees and City Managers to please check their email.

**L. ADJOURNMENT:**

**Chairman Whitehouse called for a Motion to Adjourn.**

Trustee Rao motioned; seconded by Trustee Bianchi.

Meeting adjourned by consensus at 5:53 p.m.

 4/22/25  
Linda Foster, Secretary / Date

 4.22.25  
Janice Crago, Board Clerk / Date

[CONNECT TRANSIT SEAL]

