

**CONNECT TRANSIT  
BOARD OF TRUSTEES  
PROCEEDINGS OF JANUARY 28, 2014**

The regular meeting of the Board of Trustees of Connect Transit was held at the Connect Transit Board Room #135, 351 Wylie Drive, Normal, Illinois 61761 on January 28, 2014 at 4:30 p.m.

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

TRUSTEES ABSENT:     Felicia Shaw  
                              Ryan Whitehouse

CITY MANAGERS:

STAFF PRESENT:         Andrew Johnson, General Manager  
                              Patrick Keubrich, Finance Director  
                              Jennifer Sorenson, Community Relations Manager  
                              Julie Phillips, Labor Relations Executive Assistant

OTHERS PRESENT:       None

PUBLIC COMMENTS:     None

The meeting was called to order by the Chairman at 4:35 p.m. Roll call was taken.

Motion by Vice Chairman Bill Wilson, Seconded by Trustee Mike McCurdy to adjourn to Executive Session.

AYE: All  
NAY: None  
Motion carried.

Trustee Felicia Shaw arrived at 4:50 p.m.

Motion by Trustee John Bowman, seconded by Trustee Felicia Shaw to return to Regular Session.

Time: 5:00 p.m.

AYE: All  
NAY: None

Motion carried.

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of January 7, 2014, Special Meeting of January 11, 2014 and Executive Session of January 7, 2014
2. Disbursements for Month of January, 2014
3. Financial Report for Month of December, 2013
4. Capital and Self Insurance Fund Balances for Month of December, 2013
5. Monthly Statistical Report for Month of December, 2013

Motion by Secretary McCurdy, seconded by Trustee Thomas that the Consent Agenda items be approved as presented

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

NEW BUSINESS

GENERAL MANAGER'S REPORT

1. Website.

General Manager, Andrew Johnson reported that Connect Transit staff was making progress on the new website design. Jennifer Sorenson, Communications Manager was acting as the team lead for this project. Staff will continue to provide progress updates at future Board meetings. The Board of Trustees information page on the new website would be more current. The Board should provide input to Connect Transit staff regarding any additional Board information that should be added. The Board will review the new website design before the website goes live onto the Internet.

2. Bus Procurement.

Mr. Johnson reminded the Board that Connect Transit was leading a joint procurement of 250 buses. Isaac Thorne, Procurement Director has prepared the Request for Proposals (RFP). The RFP is currently being reviewed by the Illinois Department of Transportation (IDOT) for concurrence. A portion of the funds for this procurement is allowed by the State of Illinois; therefore, IDOT must review and concur with the contents of the RFP.

He reported that he expected a lot of interest from a variety of bus manufacturers once the RFP was released. He and Connect Transit staff were hopeful that IDOT would concur with the RFP quickly. Mr. Johnson reported that he believed that new buses would be purchased as early as the fall, 2014 or no later than early 2015.

3. Illinois Public Transportation Association Update.

Mr. Johnson reminded the Board that the Illinois Public Transportation Association (IPTA) was continuing to work with its lobbyists to put together draft legislation to be introduced prior to the February 14, 2014 deadline. The draft legislation is called the Downstate Operating Assistance Funding. The current funding mechanism is not sustainable. This draft legislation would hold current funding constant through 2015, then would be tied to sales tax. This would allow transit systems to better forecast funds that would be received from the State.

4. Additional Comments.

Mr. Johnson reported that there had been no bus or equipment problems due to the recent extreme cold temperatures. He had not received any reports regarding reduced ridership due to the extreme cold. There had not been any accidents. There were no complaints regarding closing the facilities and services on January 6, 2014 due to the extreme weather. He noted that transit systems across the country have been impacted by the extreme weather.

Mr. Johnson introduced Jennifer Sorenson, Community Relations Manager. Ms. Sorenson provided an update to the Board regarding a new initiative to boost employee morale. A photo contest has been created and is open to the employees to enter. Employees would judge the photos and awards would be given. In addition, the submitted photos would be used for Connect Transit's website, brochures and pamphlets etc. This event is a potential pilot for an even bigger photo contest to include the entire community.

TRUSTEE'S COMMENTS

1. Status, Advocacy Committee Proposals.

Chairperson Judy Buchanan reported that the date for the legislative breakfast had not been set. The Committee was waiting for the IPTA draft legislation to be introduced so that the Committee would have a clear message to provide to the legislators. She would inform the Board once a date had been set.

She and General Manager Andrew Johnson had the opportunity to meet with the Chairman of the McLean County Board and the County Administrator. Their ideas regarding Connect Transit's transfer points and needs were well received.

2. Strategic Planning ó February 1, 2014

Chairperson Buchanan reminded the Board that the fourth and final Strategic Planning Session would be held on February 1, 2014 at the Four Seasons Club on Airport Road at 8:00 a.m.

3. FY 2015 Budget Work Session.

The General Manager and Connect Transit staff had begun working on the 2014 Fiscal Year budget. A Work Session would be planned for February 25, 2014 prior to the Regular meeting at 3:30 p.m. A status update would be provided to the Board prior to the Work Session. It was possible that more than one Work Session would be held with the Board prior to the approval of the final budget.

4. March 25, 2014 Trustee Meeting.

Due to scheduling conflicts, Chairperson Buchanan reported that some of the staff and Board members would be unable to attend the March Regular Board meeting on March 25, 2014. The March meeting would be rescheduled for March 18, 2014 at 4:30 p.m.

5. Additional Comments.

Trustee Felicia Shaw reported that she had been contacted by two (2) bus riders. One rider praised the Connect Transit Double Map on its website. The second rider had concerns regarding the Night Ride service. The concerns were in regard to the bus driver wearing a seatbelt and other passengers' rowdy behavior while riding.

ADJOURNMENT

Motion by Trustee John Thomas, seconded by Vice Chairman Bill Wilson that the meeting be adjourned.

Time: 5:29 p.m.

AYE: All

NAY: None

Motion carried.

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Secretary Mike McCurdy