

**CONNECT TRANSIT  
BOARD OF TRUSTEES  
PROCEEDINGS OF FEBRUARY 25, 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 February 25, 2014 at 4:30 p.m.

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

TRUSTEES ABSENT:

CITY MANAGERS: City of Bloomington City Manager, David Hales

STAFF PRESENT: Andrew Johnson, General Manager  
Patrick Kuebrich, Finance Director  
Julie Phillips, Labor Relations Executive Assistant

PUBLIC COMMENTS: None

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

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of January 28, 2014 and Special Meeting of February 1, 2014
2. Disbursements for Month of February, 2014
3. Financial Report for Month of January, 2014
4. Income Statement with Approved Budget as of January 31, 2014
5. Capital and Self Insurance Fund Balances for Month of January, 2014
6. Monthly Statistical Report for Month of January, 2014

Secretary Mike McCurdy requested that the Board be updated regularly regarding ridership.

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

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

NEW BUSINESS

1. Approval of the 2014 Three (3) Year Strategic Plan.

General Manager, Andrew Johnson reported that the Strategic Plan process had come to a conclusion. The final product was ready to be approved by the Board. The Board would be updated on progress status on a quarterly basis. Chairperson Judy Buchanan inquired if the Strategic Plan would be visited on an annual basis as well. Mr. Johnson responded that it could be revisited annually to make changes if necessary. The Strategic Plan is a living document, and as stated inside the plan, changes could be made as necessary if any unexpected external environment leads to changes in action.

City of Bloomington City Manager, David Hales requested clarification on the goal of sustainable funding development. Andrew Johnson, General Manager responded that the political environment over the next three (3) years was unknown. The Strategic Plan was a living plan without set time limits. Connect Transit's goal over the next three (3) years would be to develop sustainable funding sources.

Chairperson Judy Buchanan stated that once approved, the first review of the Strategic Plan would be held in April. She questioned if there were any additional questions or comments regarding the 2014 Three (3) Year Strategic Plan. Trustee Ryan Whitehouse noted some small grammatical errors in the document.

Motion by Trustee Ryan Whitehouse, seconded by Trustee John Bowman that the 2014 Three (3) Year Strategic Plan be approved.

AYE: All

NAY: None

Motion carried.

## GENERAL MANAGER'S REPORT

### 1. Illinois Public Transportation Association Update.

Mr. Johnson informed the Board that an advocacy bill had been introduced to the Illinois House of Representatives called House Bill 5728 (HB5728). The bill reestablishes how downstate transit systems are funded. The current funding mechanism is not sustainable. This proposed 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.

### 2. Additional Comments.

Mr. Johnson reported that Connect Transit had been notified that there would be another round of funding for Transportation Investment Generating Economic Recovery (TIGER) Grants. It was his hope that staff's application for grant funds would be successful. Any funds received would be applied toward transfer point infrastructure and shelter projects. He noted that the application process would not begin for another couple of months.

Mr. Johnson reported that Town of Normal Mayor, Chris Koos would in Washington D.C. testifying before the Ways and Means Committee on Transportation Infrastructure. He had provided Mayor Koos with information regarding the growth of transit in the Bloomington-Normal area and what its infrastructure needs would be.

Mr. Johnson reported on the bus stop project. He noted that there had been rumors within the community regarding the project and he had prepared a public statement. Additional updates would be prepared in the future. The Comprehensive Operational Analysis Project would be moving forward. It would be an inclusive process that would involve the community. Connect Transit had received a \$150,000 grant to fund the project. A Request for Proposals (RFP) would be prepared for advertising services. Advertising would be both on and inside buses, on shelters, transfer stations, etc. Advertising would generate additional revenue for the system.

The Front Street Transfer Station project had begun. A firm had been approached to prepare conceptual drawings. The firm would return with an estimate on the fee for the conceptual drawings. There were procurement rules in place and the estimated fee would determine whether the conceptual drawings could be completed by the firm without an RFP process.

The final item to note was that Connect Transit had closed out its National Transit Database (NTB) report. This was the first NTB report submitted by Patrick Kuebrich, Finance Director. It was closed out without any issues and Connect Transit received a clean report. He congratulated Mr. Kuebrich for a successful reporting.

## TRUSTEE'S COMMENTS

1. Trustee John Bowman questioned the status of the Oakland Avenue building. Andrew Johnson, General Manager responded that two (2) entities had shown interest in purchasing the building. If an offer to purchase was not made from either entity he would prepare to have the property listed for sale commercially.
2. Trustee Ryan Whitehouse recognized the new alderman appointed to the Bloomington City Council, Joni Painter. He stated that Connect Transit would extend an invitation to Alderman Painter to visit Connect Transit's facilities and/or ride a bus.
3. Secretary Mike McCurdy reminded the Board that Connect Transit had an entry in the St. Patrick's Day Parade in Normal on Saturday, March 15, 2014 at 1:00 p.m. He encouraged any Connect Transit staff or Board members to participate in the parade. Mr. Johnson stated that the Community Relations Manager, Jennifer Sorenson would send an email out to the Board and to staff with the information.
4. Chairperson Judy Buchanan stated that Connect Transit's Annual Board meeting would be held in March. Traditionally, the annual meeting is when the Board officers are elected for the upcoming year. Trustees John Thomas and Felicia Shaw were serving on the nominating committee. They would prepare to nominate the Chairman, Vice Chairman and Secretary at the March 18, 2014 meeting.
5. Chairperson Buchanan stated that she would like for the Advocacy Committee to meet and to work with Andrew Johnson, General Manager on a plan to promote HB5728 to the local legislators. It was important that Connect Transit's local legislators support the bill. She requested that Mr. Johnson notify the Board once the Advocacy Committee had set a meeting date and time.
6. Finally, Chairperson Buchanan noted that the Board had determined at a previous meeting that the General Manager's goals would be set once the Strategic Planning process had been completed. The Three (3) Year Strategic Plan was now complete. She requested that the Board meet earlier on March 18, 2014 for a Work Session at 3:30 p.m. to discuss the General Manager's new goals. Secretary Mike McCurdy requested that the previous goals be provided to the Board in advance of the March 18, 2014 Work Session. Chairperson Buchanan agreed.

ADJOURNMENT

Motion by Trustee John Thomas, seconded by Secretary Mike McCurdy to adjourn into Executive Session.

Time: 5:10 p.m.

AYE: All

NAY: None

Motion carried.

---

Secretary Mike McCurdy