

CONNECT TRANSIT
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
May 28, 2013

The regular meeting of the Board of Trustees of Connect Transit was held at the Connect Transit, Board Room #135, 351 Wylie Drive, Normal, Illinois on May 28, 2013 at 4:30 p.m.

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

TRUSTEES ABSENT:

STAFF PRESENT: Andrew Johnson, General Manager
Michelle Ferguson, Human Resources Director
Roy Rickert, Operations Director
Dave White, Safety and Training Director
Tom Crouch, Maintenance Supervisor
Isaac Thorne, Procurement Director
Patrick Kuebrich, Finance Director
Trish Tilton, Administrative Assistant

OTHERS PRESENT: Jennifer Sicks, McLean County Regional Planning
Mary Ann Ford, Pantagraph
David Calhoon, ATU Local 752
Andrew Moore, ATU Local 752
Charles Smith, Rider & CEFT Member
Janet Shobe, Rider & CEFT Member
Hope Darby, Rider & CEFT Member
Vincent Radcliff, Rider & CEFT Member
Tracie Holt, Rider
Netia Carey, Rider
Sue Yeatman, Rider
Nancy Warner, Rider
Wallace Tudor, Rider

CITY MANAGERS:

Call to Order

Ms. Judy Buchanan, Chairman, called the meeting to order at 4:35 p.m. and roll call was taken. Chairman Buchanan welcomed everyone. Chairman Buchanan explained the change in the arrangement of furniture in the room is mostly an attempt to accommodate the growing number of riders and general public who are attending the Board meetings. Chairman Buchanan stated the Board is glad to have so many people interested enough to attend the meetings. The Trustees are all serving as volunteers because they care about local transit.

Public Comments

Chairman Buchanan announced two visitors would like to make public comments tonight and mentioned there is a three minute limit when making public comments. Chairman Buchanan asked Mr. Charles Smith to come forward to make his comments.

Mr. Smith stated he was impressed with the quality of the maps for the newly proposed route restructure. Mr. Smith continued he was here concerning the detour on Linden Street in Normal. There are people in both the Landings Trailer Park and Ironwood Apartments who have been isolated for a month now due to the road construction and pipes being laid. Mr. Smith has received two phone calls from concerned citizens. There is one lane of traffic that is open running through the affected area and school buses and semi-trailers are able to navigate through the area with little or no difficulty. Mr. Smith continued he was told that Connect Transit was worried about delays and turnaround time. Mr. Smith is concerned for the people with disabilities living in that area. To catch a bus they must go down to Linden Street where there are no sidewalks, or use the Constitution Trail, which is unsafe at night. Mr. Smith requested a policy be made so that when detours are made in the future the factors just mentioned will be taken into account and accommodations for the residents of the affected areas are made so people are not isolated. Mr. Smith thanked the Trustees for their time and mentioned he brought some printed materials for each Board member.

Chairman Buchanan welcomed Mr. Vincent Radcliff and asked for his public comment.

Mr. Radcliff stated he is concerned with the drivers who do not put their name plates on display in the front of the bus. Riders have no way of knowing who their driver is if the name is not displayed. Mr. Radcliff stated there was an incident on the bus he wished to report about three weeks ago, but he could not make a report since he had no way to know who the driver was. Mr. Radcliff mentioned again he thinks all the drivers should have their name plates posted on the bus and thanked the Board for listening.

Chairman Buchanan thanked Mr. Smith and Mr. Radcliff for their comments.

Approval of Minutes

On a motion by Mr. Mike McCurdy, and a second by Ms. Felicia Shaw, the Board voted to approve the Board Minutes for April 23, 2013 as presented.

Items Removed From Consent Agenda

Consent Agenda

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

- 1. Review and Approve May Disbursements**
- 2. Review and Approve April Financial Statements**
- 3. Review and Receive April Capital and Self-Insurance Reserve Fund Balances**
- 4. Review and Receive April Monthly Ridership Report**

Consent Agenda Discussion

Request for Executive Session to Discuss Personnel Matters, Collective Bargaining Matters, and Review Minutes of Previous Executive Sessions

On a motion by Mr. Bill Wilson, and a second by Mr. Bowman, the Board voted to adjourn the public meeting and commence an Executive Session to discuss personnel matters, collective bargaining matters, and review minutes of previous executive sessions at 4:45 p.m.

Reconvene

Subsequently, on a motion by Ms. Shaw, and a second by Mr. Bowman, the Board voted to adjourn the executive session and reconvene the public meeting at 5:23 p.m. Roll call was taken.

Trustees Present: Judy Buchanan, Chairman
John Thomas, Vice Chairman
John Bowman, Secretary
Mike McCurdy
Felicia Shaw
Ryan Whitehouse
Bill Wilson

Chairman Buchanan stated the Trustees reviewed the minutes, as per the Illinois Open Meetings Act guidelines, from six executive sessions: September 25, 2012, October 23, 2012, November 27, 2012, February 26, 2013, March 26, 2013, and April 23, 2013. The Board is unable to release the minutes at this time. The Trustees will review them again and take action in approximately six months.

Old Business

1. Review Transit System By-Laws

Chairman Buchanan stated the By-Laws have not been reviewed for quite some time. Mr. McCurdy asked about adding a statement allowing for meetings to be held at a site other than the office of the System or at a public location designated by the Trustees in advance. Also Mr. McCurdy stated we should add "executive session" to the list of the order of business for the meetings. Chairman Buchanan commented those were good suggestions and need to be added to the document.

Mr. Wilson raised a question about #4 on page 35 inquiring if everything that was stricken was included in the ordinance, "Section Four, Board of Trustees", items "A through I". Chairman Buchanan responded the ordinance covers all the powers of the Trustees and the wording is more definitive and descriptive than what was in the By-Laws.

Chairman Buchanan commented the Ordinance has been recently re-written and approved by both the Normal and Bloomington Councils. It is basically the manual for the Trustees.

On a motion by Mr. John Thomas, and a second by Mr. McCurdy, the Trustees voted to approve the Transit System By-Laws with the two above mentioned additions.

2. Review and Approve FY 2014 Operating and Capital Budget

Mr. Andrew Johnson, General Manager, stated the proposed FY 2014 Operating Budget was presented to the Trustees at the last Board Meeting. The Trustees have had a month to review it and several questions have been asked. Additionally, we have finished preparation and sent off to the Regional Planning Office our Transportation Improvement Program. That program covers planning up through FY 2018. Mr. Johnson reported not much has changed in regards to up-coming projects from the last Capital Budget that you reviewed. Several new items that have been added include a new fare collection system, as a result of receiving extra federal funds because our statistics are better and prove improved efficiency and we received more Small Transit Intensive Cities money. We hope to move up to a more advanced fare collection system. This is your opportunity to ask questions or pose any concerns.

Chairman Buchanan mentioned the two city managers are not in attendance today due to other meeting conflicts. However, Chairman Buchanan and Mr. Johnson have had the opportunity to meet with Normal Town Manager, Mark Peterson and Bloomington Mayor Renner to discuss the proposed budget.

Mr. Johnson continued the most noticeable item in this budget is the fact we are asking to increase the number of positions. Everything else in the budget is right in line. We have had a rare opportunity to achieve cost savings over the previous year and reallocate some line items in order to deliver a flat budget, no cost increases, and a reduction in the number of tax dollars that we take from the State and federal funds.

Mr. Johnson added we have had great momentum in the past couple years and have accomplished so many projects. With those projects comes upkeep and maintenance. With the momentum comes the desire to keep the momentum going. Unfortunately, that requires support and help. The positions we are suggesting are common positions found in the transit industry. We have been playing catch up. We have a talented staff that has been working themselves into the ground, trying to get Connect Transit up to the level where we are today. In order to continue the upward progress we are going to need to add to staff. Mr. Johnson feels it is the best interest of Connect Transit to add these positions and he feels these positions are important to the System in good times and in bad. These positions will benefit the Transit when we are able to look at expansion opportunities as well when we have funding decreases and need to look at maintaining the level of service we have. These positions will not be filled overnight. This will raise Connect Transit to the level of being the best small transit in the country and provide the highest level of service possible to the people who use it.

Mr. John Thomas asked Mr. Johnson, "where do you account for this new revenue coming in and what line item would it go under? For the Business Development Manager, will it go in miscellaneous or contract fares?" Mr. Johnson responded it would go in contract fares and it is anticipated that within the first year this position should be revenue neutral. We will not have huge increases in miscellaneous revenue at this point because it depends on when the position is filled and how quickly it will progress.

Mr. McCurdy added he believes the revenue that will be generated from advertising is a low estimate on the proposed budget. Mr. McCurdy thinks that will be much higher with staff dedicated to advertising. Mr. Johnson commented he was being conservative with the numbers since we are dealing with so many unknowns. Mr. Johnson stated the \$15,000 set aside last year for advertising was not spent because we did not roll out the program. If we are able to put the position in place we will be able to roll out the advertising program and we should achieve higher revenue from our educational and corporate partners. Mr. Johnson added that within the next several weeks we will have all the buses rebranded.

Mr. Johnson explained two of the proposed positions are in maintenance the other five are in administration. The new positions are possible due to the savings Transit is experiencing as a result of a change in fuel purchases, changes in health insurance, doing more repairs "in house", and purchasing parts in bulk. Transit is being more efficient and proactive.

Mr. Ryan Whitehouse thanked Mr. Johnson for explaining the budget more extensively to him a few weeks ago. Mr. Whitehouse stated he is conservative and he feels comfortable with Mr. Johnson's proposal and vision to help the service. Mr. Whitehouse is in full support of this budget proposal and Mr. Johnson's vision.

Chairman Buchanan stated the Trustees can expect to be updated by Mr. Johnson as we move forward with the new positions. It may be helpful if Mr. Johnson could remind the Board of the advances and changes the Transit has experienced lately and are planning for the future, which warrant the addition of the new positions being proposed. Many of the changes are with technology and are designed to help the Transit operate more efficiently. We now need the resources to keep moving forward. Mr. Johnson will get that information to the Trustees, as well as the important value the new positions will bring to the Transit so everyone has the information and can respond knowledgeably to public comment and questions. Chairman Buchanan reiterated we really are trying to catch up with the times.

Mr. McCurdy mentioned he received a call from a resident who was upset with the addition of all the new positions to staff and wanted the spending to stop. Mr. McCurdy explained the Normal resident did not realize the budget was flat, no additional revenue would be used to support these positions, and it is a balanced budget. When that was explained the caller was reassured and satisfied with the response. Mr. McCurdy is in favor with adding the new positions. He thinks the positions should have already been in place before now and indeed the Transit is just trying to catch up with the times.

Mr. Johnson explained we are spending our limited dollars smarter rather than trying to over extend ourselves. We are making better use of the funding we are granted and striving to produce a better system for the community and respond to shifting demographics. Younger people are not buying cars as they used to and the baby boomers are now seniors looking to retire where Transit is available. The additional revenue these positions will generate will be coming from more private sources and institutional sources which will benefit and support Transit should economic times get tough.

Mr. Thomas asked for clarification in the changes in the contributions from the City of Bloomington and Town of Normal. Mr. Johnson explained population changes coming from the census had an effect on the formula used to determine contribution shares.

Mr. McCurdy was encouraged with the budget by the new fare collection system we may be able to implement and also the long range planning point to start looking at alternative fueling. That is a great direction to investigate.

On a motion by Mr. Wilson, and a second by Mr. McCurdy, the Board voted unanimously to approve the FY 2014 Operating and Capital Budget as presented.

Mr. Johnson thanked the Trustees for their support.

New Business

1. Request Approval to Apply for FY 2014 Illinois Downstate Operating Assistance

Mr. Johnson explained with the approval for a budget for FY 2014 we need permission to apply for the Illinois Downstate Operating Assistance. Mr. Johnson stated he needs Board approval to apply for the funding and he will come back to the Trustees when he has a contract.

On a motion by Mr. Whitehouse, and a second by Ms. Shaw, the Trustees voted in approval for management to apply for FY 2014 Illinois Downstate Operating Assistance.

2. Request Approval to Apply for FY 2014 FTA Section 5307 Grant

Mr. Johnson explained Transit needs to apply for appropriated funding every six months even though it is an annual appropriation. Approval from the Board is necessary to apply for the extra appropriated funding we have been granted.

On a motion by Mr. Whitehouse, and a second by Mr. McCurdy, the Board voted in approval for management to apply for FY 2014 FTA Section 5307 Grant.

3. Request for Approval on Purchase of Maintenance Service Truck

Mr. Isaac Thorne, Procurement Director, reported the Federal Transit Administration has allowed Connect Transit to repurpose an older grant in order for us to replace service vehicles. We have already replaced three vehicles using the grant funds and with the purchase of a 2013 Ford F-250 heavy duty pickup truck from Davis Sinclair Ford, Inc. we will have replaced the majority of our support vehicles.

The maintenance department uses the service truck to provide road service for buses. The truck being replaced is a 1998 F-150 Ford. The price for the new truck should not exceed \$30,276. The Vehicle comes with a standard three year or 36,000 mile warranty. The vehicle will be outfitted with specialized boxes that will allow personnel to store tools and materials necessary to make service calls.

Mr. McCurdy inquired if there was better luck having vendors respond to the paperwork. Mr. Thorne replied he did not put out a formal RFP; rather he obtained written quotes from dealerships.

Mr. Bowman inquired about receiving written quotes rather than going through the RFP process for certain acquisitions but not all. Mr. Thorne responded written quotes are allowed for any purchase under \$100,000, which is considered a small purchase. Mr. Thorne added it is still necessary to demonstrate to the FTA that you did seek out more than one bid.

On a motion by Mr. McCurdy, and a second by Ms. Shaw, the Trustees voted to approve the purchase of a maintenance service truck.

4. Request for Approval on Engine and Transmission Rebuilds

Mr. Thorne stated in March the Trustees executed a contract to replace engines and transmissions in ten buses funded through a State of Good Repair grant. We still have three engines and one transmission that need to be replaced or rebuilt due to age and mileage. Mr. Thorne explained we are requesting to rebuild three engines and one transmission in the three remaining buses. The summer is a good time to have this work performed since the bus requirement is lower with the university students gone. We also have the budgetary capacity to complete this project now. Mr. Thorne explained the contract is with Cummins Mid-State Power and is not to exceed \$71,723.75. This would bring our entire fleet minus one vehicle in the State of Good Repair.

On a motion by Mr. Thomas, and a second by Mr. Bowman, the Board voted to approve the engine and transmission rebuilds.

5. Request for Approval on Purchase of Forklift

Mr. Thorne reported over the last eighteen months Connect Transit has purchased items in bulk and has frequently had to rent a forklift to offload delivered items. The new tire lease program requires a forklift also to unload and stack tires that are placed on racks. It is not cost efficient to continue to rent a forklift on a weekly or monthly basis.

Mr. Thorne added a specification was created for the forklift and multiple quotes were requested. Three vendors provided quotes. The cost will be paid out of the local capital account.

Mr. Thorne stated the contract is with Hupp Toyota Lift to provide one Toyota Model 8FGU25. The contract should not exceed \$24,428. The forklift comes with a 12 months or 2,000 hours basic warranty and 24 months or 4,000 hours power train warranty. It is expected to have a useful life of seven to ten years.

Mr. Johnson stated the whole upper deck for storage is not available without the use of a forklift. Each time we rent one, we are not guaranteed we will get the same kind to use. We will be able to use the forklift for a variety of purposes and having one available will allow us to find even more uses for it from changing light bulbs to accessing all our second floor storage space.

Mr. McCurdy asked how long it will take to recover the cost compared to renting one. Mr. Johnson stated it is estimated at seven years according to how often we have had to rent one over the past year. It should last much longer than seven years. Mr. Johnson continued having one on site will be so convenient that he is sure maintenance will find many more uses for it.

Mr. Wilson asked if there was a benefit to purchasing versus leasing one. Mr. Johnson responded leasing was very expensive. In fact the vendors stated it was to our advantage to purchase one, leasing would not be very cost effective.

On a motion by Mr. Bowman, and a second by Ms. Shaw, the Trustees voted to approve the purchase of a forklift.

6. Request for Approval on Purchase of Engineering Services

Mr. Thorne explained the Transit operations are at great risk of interruption by power outages. This risk can be mitigated by installing a backup generator system. Since Connect Transit does not possess the technical expertise on staff to draft the specifications for the procurement of the generator and installation, we must contract for such services.

Mr. Thorne stated staff has been working on this for roughly eight months. The RFQ went out in February for the Engineering Services related to the installation of a building generator. The results were evaluated. We two firms submitted a RFQ. One firm dropped out, which left one final firm deemed responsive. This project will be in two phases. The engineering services will do the specifications for the procurement of the generator and then the installation of the generator.

Mr. Whitehouse asked if any local firms were asked to respond. Mr. Thorne stated usually we have a preference for local firms on a project such as this, however, no local firms responded to the RFQ. Mr. Johnson added this is not a high dollar project and we have a tight timeline because the funds we are using from the federal government need to be spent by the end of the third quarter. This is just for the engineering to figure out how to do everything. The funding for the generator will most likely come out of a combination of 5307 and local capital.

Mr. Thorne stated the Federal Transit Administration has allowed Connect Transit to repurpose an old grant in order to purchase and install a building generator. We have \$119,000 in the grant. Any money left over from the Engineering Services can be used toward the purchase and installation of the generator. The contract for the Engineering Services will not exceed \$26,700. The FTA will pay 80% of the expense and the remaining 20% will be paid out of local capital.

On a motion by Mr. Wilson, and a second by Mr. McCurdy, the Board voted to approve the purchase of Engineering Services.

7. Request for Approval on Disposal of Revenue Vehicles

Mr. Thorne reported Connect Transit has received two 40' Gillig fixed route buses from San Mateo and eight Chevy Senator demand response buses since January. These vehicles will replace the buses we have that are beyond their useful life; two 1992 Gillig fixed route buses, four 2003 demand response Eldorado buses, and one 2005

demand response Eldorado bus. These buses are in the state of constant repair. One 2003 Eldorado just lost the rear axle. The Transit System currently posts retired vehicles for sale on a web site where individuals and businesses can place bids on the vehicles. Since these vehicles are beyond their useful life with an expected unit market value of less than \$5,000 we can retain the sale proceeds with no obligation to reimburse the FTA. The vehicles are sold as is and off our insurance.

Mr. Johnson stated we need to remove these buses before all our newly purchased buses arrive or we will be over the federal government spare ratio rules. Mr. Bowman inquired if we have adequate service vehicles to use should these sell. Mr. Johnson responded yes, absolutely. In fact these buses are not currently in service. Even the 2005 is not in service any longer and has just required one repair after another. It is time for them to go.

On a motion by Mr. McCurdy, and a second by Mr. Thomas, the Trustees voted to approve the disposal of revenue vehicles.

Chairman Buchanan thanked Mr. Thorne.

8. Presentation on Revised Proposal for Route Restructuring

Mr. Dave White, Safety and Training Director, presented a power point presentation explaining the new route restructure schedule. Mr. White explained in an effort to minimize the impact of route changes on the community and the Connect Transit workforce Connect Transit has decided to take a multi-stage approach at adapting fixed routes in the community.

Mr. White then described the changes, route by route, and provided Google maps of each to visually demonstrate how each route would navigate its change differently from the current route structure.

Green- A

Mr. White stated the Green-A is one of the most productive routes and was placed high on the list of priorities as to which routes should be addressed in the first stage of restructuring.

The restructured Green-A route will now depart Downtown Bloomington and head north on East/Main Streets until it reaches Virginia Avenue, where it will turn right in order to address a new stop to be located on Virginia Avenue adjacent to Advocate BroMenn Medical Center. This stop is being developed through a cooperative effort between Advocate BroMenn and Connect Transit.

The new stop at Advocate BroMenn will eliminate the two stop locations at the intersection of Franklin Avenue and Virginia Street, one for the northbound Green-A and one for the southbound Green-A, and combine them into a single accessible and more functional location.

The route will then head north on Franklin Avenue and turn left onto Church Street in order to maintain a service stop in close proximity to the Community Health Care Clinic. One rider asked if this change will get riders closer to the clinic than it is now. Mr. White stated the bus will turn just before the clinic. Right now the bus drives past the clinic. The change will add about 45 to 50 feet for riders to navigate. The route will use Church Street to reach University Street so that it may continue north. This gives the Green-A route an easier turn onto University Street and a better approach to the railroad grade crossing on University Street south of Beaufort Street.

With the increased length of buses we will be forced, in the very near future, to remove the route from University Street on the northbound leg as there will not be sufficient room on the north side of the railroad grade crossing to safely stop for the stop sign. From University Street the route will head east on to Beaufort Street to Broadway, where it will enter Uptown Station.

From Uptown Station the Green-A will follow the current route to Main Street and Trader's Circle, where it will remain on Raab Road and continue west to Heartland College. Upon departure from Heartland College the route will follow its current form back to Uptown Station.

Heading south from Uptown Station, the Green-A will take Beaufort Street to University Street where it will turn left and continue south until it reaches Virginia Avenue. It will then turn left to address the new Advocate BroMenn stop on the south side of Virginia Avenue. It will continue to Downtown Bloomington by taking Fell/Clinton to Empire Street, where it will turn right and head west to Center Street. It will take Center Street south into Downtown Bloomington to stop on Front Street.

One rider asked how many people are usually picked up in the Franklin Park area that is going to be eliminated. Mr. Roy Rickert, Operations Director, responded 12 to 13 riders per day. Mr. David Calhoon, Driver, indicated he has driven the route for the last five months and thinks the number will be minimal since many riders make their way to Main Street currently. The bus will still be able to pick up riders at Park Street. About a year and a half ago the bus stopped going through Illinois Wesleyan University campus. Connect Transit met with IWU about two years ago and moved the route to Main Street instead of going through the campus. IWU was agreeable to the change. The changes make the route more direct, with fewer turns to keep the bus on time.

Mr. White explained on the north end of the Green A route will no longer turn into Traders Circle off Raab Road. This area has heavy usage during the school year and is covered by one of our shuttle routes right now. At the Orlando Northbrook Estates area we have already limited the number of stops. The bus will only stop at the designated bus stop signs in this area. A couple years ago Connect Transit met with the management to work out where the bus would stop. This cut down the service stops in this small area, which helps the bus run on time. Mr. Johnson did stress this Phase of the route restructure does not include buses stopping at only designated bus

stops. Mr. McCurdy asked if some of the stops will have shelters. Mr. Johnson responded yes some of them will eventually.

Heartland Express

Mr. White explained one of the concerns with the Green-A route has been capacity. During the academic year the bus will be near or at capacity when departing Heartland Community College, which limits the operator's ability to pick up additional passengers along the way. Connect Transit has opted for an "Express" style of route that will run during peak hours and take part of the Heartland Community College ridership from the Green-A.

The Heartland Express route will depart from Uptown Station and proceed to Heartland College via Main Street and Raab Road. It will have limited stops along the way. The route will be timed so as to allow it to be in place prior to the arrival of the Green-A Route. Once it departs Heartland College, the Heartland Express will head back to Uptown Station with limited stops along the way.

Mr. White noted the Heartland Express will operate like our shuttle routes. The shuttles are accessible to the general public as well. Mr. White explained they are shuttle in name only. They are actually fixed routes, but they only run during the academic year. The route will run every thirty minutes and during peak hours. Connect Transit will have to get the word out to riders that this is an express route with limited stops. The automated voice message system and signage will also announce and display the bus is an express to Heartland. Mr. Johnson explained the times for all the routes will be available by dates for the Open Houses. When asked if service will be extending later in the evening for Heartland students, Mr. Johnson responded extending service to Heartland would mean extending it to the whole system. Any time changes are made to the ends of routes we must also extend end times system wide so people can make their connection. Mr. Rickert added it may be the Teal J route will end a little earlier in order to allow the Green A to be extended a little later. More ridership surveys will be conducted to get a better idea of what changes may be required and how far out in the system people are riding.

Red-B and Yellow-G Routes

Mr. White continued the Red-B and Yellow-G routes currently make a U-turn on Alexander Road at the entrance to Alexander Estates. This is a dangerous maneuver in a 30-foot bus and cannot even be performed in a 35-foot or 40-foot bus due to the increased turn radius. The routes will be changed so as to eliminate the U-turn and make use of the new intersection at Six Points Road and Morris Avenue.

The Red-B will follow its current route until it reaches Washington Street and Morris Avenue, where it will turn left onto Morris and then right onto Olive Street. It will resume its current route at Olive Street and Western Avenue heading west to Sunnyside and Alexander Road. We will eliminate the U-turn on Alexander Road and have the Red-B continue south to Six Points Road. The jog at Sunnyside is necessary because of on street parking and the lack of sidewalks in areas which would have

riders standing in private yards waiting for the bus. This would be a good time for citizens to contact the city about the lack of sidewalks. Mr. White stated we have contacted the Town of Normal, but we still need to meet with Bloomington about sidewalk issues.

At Six Points Road the Red-B will turn left and travel to Morris Avenue in order to turn left. This will service the Goose Creek and Fox Hill apartment complexes on Morris Avenue. At Morris Avenue and Wood Street the Red-B will turn right and continue along the current route until it reaches Front Street, where it will turn right and continue east to the Transfer Center Downtown Bloomington.

Similarly, the Yellow-G will depart the Downtown Bloomington Transfer Center and follow its current route to Lee Street and Oakland Avenue. It will then turn right and travel west on Oakland Avenue until it reaches Morris Avenue. It will take Morris Avenue to Six Points Road to turn right, and continue west until it reaches Alexander Road. It will travel north on Alexander Road and resume its current route to Allin Street and Front Street. At Allin Street and Front Street the Yellow-G will turn right and continue east on Front Street until it reaches the Downtown Bloomington Transfer Center.

The Red-B and Yellow-G will follow an identical route when traveling from Downtown Bloomington to Eastland Mall. The route will be similar to the current route with the exception of Grove Street. The change at Grove Street is because Mid Central Community Action Center has moved to West Washington Street. The Red-B and Yellow-G will remain on Washington Street as they travel east. The same will be true on the trip from Eastland Mall to Downtown Bloomington. The Red-B and Yellow-G will follow the existing route with the exception of Grove Street. They will remain on Washington Street as they travel west. There will be some time changes made with these routes to help keep them on schedule.

Mr. Wallace Tudor, rider, expressed concern that eliminating Allin and Washington Street might create a concern because it has become a transfer spot since the Yellow-G is constantly running late heading into Downtown Bloomington. Mr. White responded the changes should keep the buses on time so you won't need an alternative transfer spot.

Mr. White explained a staff member uses a car to simulate bus times for the new routes, not a bus. Ms. Tracie Holt noted there are several community centers at the corner of Washington and Allin: Jesus House, the United Barber Stylists, the West Bloomington Revitalization Project Office, and the WBRP Tool Library.

Lime I Route

Mr. White stated the Lime-I route has proven to be extremely busy and is required to cover many miles in order to reach the far west side of Bloomington-Normal. The following changes will be made in an effort to streamline the route and safely maintain reliable service to the far west side.

When departing Downtown Bloomington the Lime-I will follow its current route to Washington Street and Brown Street where, instead of turning right onto Brown Street, it will remain westbound on Washington. This removes the Lime-I from Market Square where it has been affected by Driver Testing (specifically for motorcycle) at the Secretary of State's Office and, on occasion, by trucks offloading behind Market Square where the route currently exits. Service to Market Square will be maintained by the Brown-F route. Some of the businesses in Market Square are: Secretary of State Illinois Drivers License Facility, the Family Dollar, the Cigarette Express, Lubits Hispanic American Grocery, La Bamba Restaurant, Illinois Department of Children and Family Services Office, Yen Ching Express Restaurant, Rent-A-Center, and Kim's Beauty Store.

The Lime-I will continue with its current route to Uptown Station. Upon departure from Uptown Station the Lime-I will turn left onto Beaufort Street to head west to Hovey Avenue. This will remove the Lime-I from College Avenue and Adelaide Street. It will then follow its current route to the far west side before using Washington Street to return to Downtown Bloomington. We will not be removing the Lime-I route from the Wal-Mart parking lot at this time. The Lime I does stop and will continue to stop on West Washington Street for the Mid Central Community Action Center.

Ms. Netia Carey, Rider, asked if the Brown F will still go by her house. Mr. White responded there are no changes proposed for the Brown F Route at this time. In response to a question by Ms. Hope Darby, Rider, Mr. White said the bus can stop at the corner of Brown and Washington Streets and it would be around two blocks to navigate to get to Market Square from that corner. The Brown F will be the only bus servicing Market Square in this proposal.

Teal-J Route

Mr. White explained the Teal-J route has always had low numbers of riders and recent attempts to re-route the bus down Ekstam Drive and Gerig Drive have not significantly increased that number. A great concern when discussing the Teal-J route is maintaining service to the Airport and to the developing area adjacent to the Airport. The following changes will enable us to continue service to the Airport and to provide service to the southeast near Corporate South and the Illinois Operations Office.

The Teal-J will depart from Eastland Mall and take Eastland Drive to Hershey Road where it will turn left and head north to Empire Street. The bus will continue east on Empire Street to Airport Road, turn left onto Airport Road, right onto Cornelius Drive, and then right onto Trinity Lane in order to service the Advocate BroMenn facility on Trinity Lane. This will provide access to the Advocate BroMenn facility there as well as the McDonalds and any new proposed developments. The bus will then cross Empire Street in order to service the Airport. After departing the Airport the route will cross Empire Street, turn right on Gerig Drive and follow it to Ekstam Drive. It will continue north on Ekstam Drive to Pamela Drive, where it will turn right and head east to Towanda Barnes Road. It will take a right on Towanda Barnes Road, a right on

Empire Street, and take Empire Street west to Hershey Road. At that point it will resume its current route to Eastland Mall. Towanda Barnes Road is used to quickly resume the route. The average daily ridership between Target and Pamela is 5.7 riders.

A second leg will be added to the Teal-J in order to service south Mercer Avenue, Corporate South, and the Illinois Operations Office. It will depart from Eastland Mall via Regency Drive and head south to Jackson Street. The route will then take a left onto Jackson Street, right on Four Seasons Road, and take Four Seasons Road south to Lincoln Street and head west to Mercer Avenue, where it will turn left and continue south to Hamilton Road.

From Hamilton Road the route will go north on Loop Road and turn right onto Ireland Grove Road. It will go east on Ireland Grove Road to Arcadia Drive, where it will turn left and head north to Lincoln Street. At Lincoln Street the bus will turn left and go west to Four Seasons Road in order to turn right and continue to Jackson Street. The route will then head west on Jackson Street to Regency Drive where it will turn right and head north to the entrance to Eastland Mall. This will provide service to Illinois Operations Office and Corporate South. This will be a thirty minute route and will connect with other buses for transfers. This route will not run as late as the other routes with a proposed 8:15 p.m. end time.

Purple-C Route

Mr. White continued the Purple-C route has a large service area and is currently limited to using only 30-foot buses in order to access some of the points on its route. In an effort to streamline the route so that it remains reliable, but can also utilize larger buses, the following changes will be made.

The Purple-C will no longer pull into confined locations such as Phoenix Towers and Lincoln Towers. This will require customers to utilize stop locations adjacent to the driveways, but out on the street. Distances for the affected areas are: Phoenix Towers is approximately 80 feet to Locust Street and Lincoln Towers is approximately 60 feet to Olive Street.

The bus will follow the current route from Downtown Bloomington to Eastland Mall until it reaches the intersection of Olive Street and East Street. At that point the bus will turn right onto East Street and head south to Mission Drive. By doing this, we are able to avoid the railroad grade crossing that is south of Oakland Avenue on Gridley Street. This grade crossing often requires the bus to stop with the rear end of the bus sticking out into traffic on Oakland Avenue.

From Mission Drive the bus will turn right onto Gridley Street and follow Gridley Street to Wood Street, where it will continue west on Wood Street to Center Street, left on Center Street to Lincoln Street, and left on Lincoln to head east. This will remove the Purple-C route from the parking lot/driveway at the south tower of Woodhill Towers. This will require customers to utilize a stop adjacent to the west driveway entrance,

which is approximately 150 feet from the current stop location. Customers will have the option of catching either the Purple-C or the Aqua-K at the driveway on the Main Street side of Woodhill Towers as well.

The Purple-C will head east on Lincoln Street to Four Seasons Road. This will remove the Purple-C route from south Mercer Avenue, which will be covered by the south leg of the Teal-J route. Once on Four Seasons Road the bus will continue north to Jackson Street where it will turn left and head west to Regency Drive. Once on Regency Drive the Purple-C will continue with its current route to Eastland Mall.

The Purple-C heading to Downtown Bloomington from Eastland Mall will use the current route to Regency Drive and Jackson Street, where it will turn left on Jackson Street and then right on Four Seasons Road. The route will continue south on Four Seasons Road to Lincoln Street and turn right, where it will continue west on Lincoln Street to Main Street. It will turn right onto Main Street, stop at the Main Street driveway for Woodhill Tower, and then continue into Downtown Bloomington via Olive Street and Front Street.

Mr. White stated eventually shelters will be provided for riders along the new route changes. The intersection at Bunn and Lincoln has been changed so now Lincoln is a straight shot with no stops. Now Bunn Street has the stop signs. The route restructure changes are being made at a more gradual, slower pace and there will be no new names to the routes, no new colors, except for the addition of the Heartland Express Route.

Blue-E Route

Mr. White described the Blue-E currently travels north on Henry Street in Normal where it turns right onto Raab Road in order to service Evergreen Village and then turn around to head west on Raab Road. The change made to the Blue-E will remove the route from Henry Street in order to access Towanda Avenue.

The Blue-E will use its current route to Shelbourne Drive and Henry Street where, instead of turning left, it will continue east to Towanda Avenue. The bus will turn left on Towanda and go north to Raab Road. Once at Raab Road, the route will head west on Raab to resume its current route. This will eliminate the turnaround at Evergreen Village. The Blue-E will continue to service the area around the Landings and Ironwood Gardens Apartments, but will be limited to using a 30-foot bus until a suitable route alternative can be found in the future.

Mr. Charles Smith, Rider, expressed a concern for the population and riders in the Landings and Ironwood Gardens Apartments knowing there are many disabled and transit dependent riders who live in that area. Some of those riders cannot afford the Special Service option and many are disabled but are not eligible for the Special Service Bus. Mr. White stated Transit will be talking with the managers of those areas as well as the Town of Normal to see if there are any development plans for the area. The Transit wants to work with these residents on possible solutions. Mr. Johnson

added we will have the 30' buses for several years and there is time to come to a solution to the problem.

Mr. Calhoun asked about McLean County Nursing Home and the issue of using a larger bus to navigate that parking driveway area. Mr. White responded there will probably be changes made there as well, but that area is not included in this proposal.

Mr. White responded to a question by Mr. McCurdy about the route on Lincoln Street which services the Normal Senior Center. That change will be made in the future. It is not included in this Phase of the route restructure.

Mr. White added in addition to those changes listed above, routes operating in Normal will have a minor change when heading into Uptown Normal from their respective north and west legs.

The Green-A, Red-B, Yellow-G, Orange-H, and the current ISU routes will follow their existing west routes in Normal until they reach the intersection of College Avenue and School Street (eastbound). Instead of continuing east to Fell Avenue they will turn right onto School Street and left onto North Street. This will create a service stop at our old transfer point on North Street.

The buses will not linger at this location, but pickup and drop off as they would at any other service stop. They will then turn right onto Fell Avenue and continue to Uptown Station. This will allow the buses to safely pick up and drop off customers at a point other than the intersection of College Avenue and Fell Avenue.

Mr. White stated the target date for these changes is before ISU students return for fall classes. Mr. Johnson added we will be having Open Houses Wednesday June 12th at Connect Transit Offices, Thursday June 13th at Uptown Station Council Chambers, and Friday June 14th at Bloomington City Hall Council Chambers. These will be informal sessions where we will have large graphics displaying the route changes that are proposed. Staff will be there to answer any questions. Any necessary changes brought up during the Open Houses can be addressed following the Open Houses. The times for all three Open Houses are from 5:30 to 7:30 p.m. In July between the 17th and 23rd several Public Hearings will be held in the Town of Normal and City of Bloomington. After the Public Hearings, more adjustments can be made to the proposed routes. At the Board meeting scheduled for July 23rd the Trustees will vote to accept the route proposals. After a successful vote, we will be looking at an August implementation. There will not be interaction with the public or response to comments at the Public Hearings, unless for necessary clarification. Mr. Smith stated it will be to the public's advantage to attend the Open Houses. Mr. Johnson agreed.

Mr. McCurdy asked if in the future there would be Phase II of the route restructure and when could we expect that to happen. Mr. Johnson replied staff will use the fall and winter to work on and plan Phase II and there may be Listening Sessions and Open

Houses during the winter months. Additionally, we will see how Phase I works out and take any lessons necessary gleaned from those changes in the routes.

Mr. Bowman asked about the Green-A route at the railroad crossing with the length of the bus at that stop. Can we afford to wait until Phase II or is that a safety issue that should be dealt with right away? Mr. White responded it depends on what the Town of Normal plans to do and their timeline. Once we know that we will have a better idea of how we should move forward. Mr. Johnson added we have not had a problem up to now, but we are not content to feel that nothing ever will happen.

Mr. Johnson, Chairman Buchanan, and the Trustees thanked Mr. White for his thorough and easy to follow presentation.

General Manager's Report

1. Introduction of new Finance Director

Mr. Johnson stated he is pleased to introduce our new Finance Director, Mr. Patrick Kuebrich. Mr. Kuebrich is a CPA and has a vast portfolio of experience in public accounting, auditing, and has also worked on the corporate side, including Felmley Dickerson and CIRA, which includes governmental involvement. Mr. Johnson has referred to Mr. Kuebrich before as the individual who came in with the departure of our last finance person and has ably filled the roll keeping the reporting going and keeping the books in shape. We have high hopes for Mr. Kuebrich and are very happy to have him on board. Changes in our financial reports may be forthcoming, as well as new uses for our statistical data.

Chairman Buchanan and the Trustees all welcomed Mr. Kuebrich with applause.

2. Study Group Update

Mr. Johnson stated the Study Group has wrapped up its work. They have a draft final report which Mr. Johnson wants to review with Mr. Dave Selzer before presenting it to the Board. Mr. Johnson continued the report should be presented at the June Board meeting. The Group did a lot of work and is excited about the results. They got right to the core of the matter and came up with final suggestions for the Board and Connect Transit. Mr. McCurdy added the minutes from the Study Group meetings have been interesting reading and you could tell the Group put a lot of thought and work into their efforts.

3. APTA Update

Mr. Johnson reported the American Public Transportation Association Authorization Task Force is moving forward. Mr. Johnson has been attending the meetings and delivering input. There is a very strong contingency that is pushing for a recommendation to provide funding for small operations such as ours. Many times the

smaller systems get lost in the shuffle and the funds get taken by the larger systems. There is a strong push to make sure funds are set aside for the smaller systems. Mr. Johnson feels that by September the Task Force will have a recommendation to provide, as an organization, to Congress.

Mr. Johnson continued within the APTA organization small operations has a committee that represents all the interests of the small operators continent wide. Mr. Johnson is pleased to announce he is going to be nominated to be vice-chairman of the Small Operations Committee for American Public Transportation Association, which will ultimately lead to being chair of the committee down the road. This is quite an honor for Mr. Johnson as well as for Connect Transit, because the Board has allowed Mr. Johnson to put in the effort that has taken him to this level.

Mr. Wilson inquired what determines if a transit is small or large. Mr. Johnson responded small operations are one hundred buses or less. Mid size transits are in the five hundred bus range and then you have the large transits of over five hundred buses.

Chairman Buchanan congratulated Mr. Johnson and express gratitude that he is able to bring our concerns to the discussion at this level.

Technical Study

Mr. Johnson stated he just found out about this today so it was not on the agenda. In regards to the discussion about bus stops and shelters, Mr. Johnson reported we received the Technical Study Grant from IDOT today for \$150,000.00. These funds will allow us to contract with a consultant to look at all the areas we serve and determine the safest places to place bus stops and shelters. We will move forward with this as soon as the grant can be contracted. Mr. Johnson thanked Mr. Thorne for all his efforts on getting this grant put together.

Correspondence and Media

Trustee Comments

Chairman Buchanan commented that relative to the Study Group discussions with Mr. Mike Matejka, Director of Governmental Affairs, Great Plains Laborers District Council, it was stressed we need to identify the value and equate the economic impact Transit has for our communities. Toward that end, we have had one discussion with Ms. Deb Halperin, Coordinator of Action Resource Center at IWU, to see if some Wesleyan student interns could conduct a study to measure the economic impact of Connect Transit provides to the communities. A study would carry lots of weight in quantifying this economic impact on Bloomington-Normal. We are hopeful this could be started this fall. Mr. Johnson added we should get lots of beneficial information from a study such as this. Ms. Halperin may also include ISU students to work on the study as well.

Chairman Buchanan reported the Strategic Planning has not been forgotten. We do have a possible facilitator and we will be having discussions soon to determine course and availability. Chairman Buchanan will contact the Trustees to determine their availability in August.

The APTA Annual meeting will be in Chicago this year which creates a rare opportunity for the Trustees to attend. It is September 29th through October 2nd, which is a Saturday through Wednesday. If anyone is interested in attending please let Mr. Johnson or Chairman Buchanan know. Mr. Johnson reported registration is open, we do have money in the budget for Trustees to attend, and we can use this year's budget money for accommodations. It is a worthwhile experience to network with other transits and Board Members. Chairman Buchanan added this conference has tracks for policy makers, vendors, manufacturers, and Trustees, as well as a chance to interact with other transits. It is not often that these conferences are held in our State. 1997 was the last time it was held in Illinois. The schedule has not been published yet.

Chairman Buchanan stated a Trustee presence at the Open Houses is very important and appreciated. If you can attend one or more of the Open Houses it would be appreciated.

Chairman Buchanan reported the new Mayor of Bloomington is anxious about riding our buses. We are making an effort to get our elected officials on our buses. Mr. Johnson added we are trying to schedule a time for Normal Officials to ride the bus as well.

Mr. Whitehouse stated effective Friday, June 7th he will no longer be with the McLean County Chamber of Commerce. Mr. Whitehouse has already spoken with his new employer and is happy to announce he will remain on the Connect Transit Board.

Adjournment

There being no further public business, on a motion by Ms. Shaw, and a second by Mr. McCurdy, the Trustees voted to adjourn the public meeting at 7:30 p.m.

John M. Bowman, Secretary