

# GREATER PEORIA MASS TRANSIT DISTRICT

## MINUTES OF MEETING

**DATE:** April 13, 2009

**PLACE:** Transit District Offices

**TRUSTEES PRESENT:**

Don Shay – Chair  
James Polk – Vice Chair  
Sharon McBride – Treasurer  
Arthur Bell - Secretary  
Maxine Wortham – Trustee

**OTHERS PRESENT:**

Tom Lucek – First Transit  
Rick Tieken – First Transit  
Shewan Harris – First Transit  
John Woodford – First Transit  
Tim Omick – First Transit  
Christine Feng – CityLink  
Carina Johnson – CityLink  
John L. Anderson – CityLink  
Venessa McMillion – CityLink  
Alice Nobles Arn – CityLink  
Karl Stone – CityLink  
Gary Howell – CityLink  
John Williams – CityLink  
Ron Cox – ATU 416 President  
Mark Nash – MV Transportation  
Vincent Caldera – MV Transportation  
Joy Stone – MV Transportation  
Roger Sparks – MACD & Passenger

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on April 13, 2009 at 5:30 PM.

1. **Roll Call** was taken by General Manager, Tom Lucek, and he reported that all were present.
2. **Pledge of Allegiance:** Assistant General Manager of Operations, Shewan Harris, led the Pledge of Allegiance.
3. **Receipt and Reading of Minutes:** A motion was made by Trustee Art Bell to approve the Board Minutes from March 9, 2009 seconded by Trustee James Polk. **Motion Passed.**

4. **Receipt and Reading of Communication:** None.

5. **Report of Officers:** Trustee Maxine Wortham attended the Legislative Conference with Tom Lucek in Washington D.C. from April 8<sup>th</sup> -10<sup>th</sup>. One of the major highlights was Tom Lucek introducing Ray LaHood, Secretary of Transportation. They attended presentations concerning Amtrak funds and differences between transportation here and in Europe. Maxine commented “This is an exciting time for Transportation and wonderful things are to come. Ray LaHood represents Peoria well”.

6. **Report of Standing Committees:** None.

7. **Report of General Manager:**

**Program Development**

- The final report for the (COA) will be submitted to the Board on May 4, 2009.
- Completed our Limited English Proficient Plan. The Plan is an FTA’s Civil Rights requirement and ensures meaningful access to the benefits, services and information of public transportation to limited English speaking individuals.
- Pursuant to a meeting with the Northwoods Mall staff is drafting an Operational Plan focusing on potential solutions for relocating the staging of buses away from the Mall’s front door. The south parking lot adjacent to I-74 may be utilized for bus layovers.
- The ARRA grant will be filed with the FTA by April 14, 2009. The grant contains \$4,203,803 in funding for eight (8) buses and twenty (20) Paratransit vehicles.
- Developed a letter under the Chairman’s signature to Congressman Aaron Schock. The letter requested the Congressman’s support for \$9,180,000 for new transit coaches and \$18,760,000 for the construction of a new maintenance facility. Congressman Schock has agreed to make these projects one of his top priorities for the Transportation and Housing and Urban Development funding bill. In this effort, the Subcommittee which allocates these funds requires the Congressman to provide a letter from the local entity proving local support.

**Safety and Security**

- Participated in the mock negotiation with area high school students at the UAW hall.
- Vigorously stepping up radar patrols in area shopping centers to ensure we are complying with speed limits.
- Moon Walk: This year we have recruited 28 members for the walk team, our largest number since competing in the event. Our goal is to meet the challenge and have the highest average team mileage amongst the Peoria area teams.

**Human Resources**

- Tom Smith and Carina will be at ICC on April 15, 2009 from 10-2 for the ICC Career Day.
- We have a training class of four drivers that started on Monday, March 30, 2009.
- Employee Appreciation Day will be held on Friday, April 24, 2009.

**IT**

- The IT Dept has set some standards in power (cost) savings. We have purchased the most energy efficient products available.
- FLEETNET will be in Peoria the week of April 13<sup>th</sup> to start their payroll upgrade.

**Finance**

- We received our 3<sup>rd</sup> Q oper. assist. of \$2,858,912.20 from IDOT in March 2009.
- We received both Feb. 2009 and March 2009 payments from YWCA.

- FY 2010 Downstate operating Assistance application for \$13,374,661.00 has been submitted to IDOT on March 31, 2009 and a meeting will be held in May to review the proposed budget with our Treasurer.
- Travel Policy has been revised for the GPMTD employees.

### **Marketing**

- Alice wrote an article for the April Transportation issue of (IBI).
- Coordinated Press Conference between CityLink, Firefly Energy, Inc. and Peoria Area Chamber of Commerce held in the CityLink garage. Over 40 people were in attendance and all area media was represented.
- Organized meeting of all participants in the Sun & Fun Summer Pass Program.
- Organized CityLink participation in the Peoria Area Chamber of Commerce Business Showcase.

### **Union issues**

- We still have 2 unfair labor practice complaints against us involving two employees.
- The grievance filed by a terminated employee is still pending arbitration.
- Ron Cox will be chairing the next L/M meeting on Monday 4/20/09 @ 4:15 PM.
- FMCS will be training potential L/M members 4/29/09 at CityLink.
- The arbitration over the Miss Out/Uniform violation resulted in the driver getting two days pay.

### **Maintenance**

- Leased four (4) parking passes from National Garages @ \$54 a month. On duty police officer is escorting customer service reps to their cars when requested.
- We learned the Ameren "Act on Energy" rebates are for non-governmental agencies only. Have applied for a rebate from DCEO. Expect about a 12% rebate.
- Seeking quotes from four separate electrical contractors to replace three (3) Federal-Pacific electrical boxes in north shop.
- Roof leak in maintenance building has been repaired by Kreiling Roofing.
- Jerome Lilly plaque will be mounted 04/18, banner is up and display cases will be ready for the dedication. The TC will be clean and ready for the event.
- Repairing Eurovac used to clean busses. Quote from Eurovac is \$13,014.99.

### **Special Services**

- John Stokowski, Gary Howell and John Williams met with MV to discuss operational and computer equipment upgrades.
- John Stokowski and John Williams met with Pekin officials to discuss improving services.

### **FIRST TRANSIT**

- Shewan Harris has accepted the AGM OPS position as of 4/13/09.
- After 7 weeks of serving as the AGM OPS Tim Omick will be leaving Peoria on April 16th.
- John Woodford, RVP, plans to be in Peoria April 13th & 14th and will attend the Board Meeting. April 13th.

### **GM Activities**

- Christine & I will be meeting with Jeff Nelson and his CFO April 14th as he is the new IPTRMA Treasurer.
- I will be taking a Floating Holiday on Friday April 17th to participate in the DPP in San Antonio, TX.
- We are sharing a table with ATU for the 4/18/09 Tri-County Urban League Gala.
- The Jerome Lilly Day will be held on Sunday April 19th at the TC.
- I have been elected President of the Peoria Heights Lions club for next year.

The next and hopefully the last special ADA meeting with Roger Sparks will be at 10:00 AM 5/4/09.

\*Sharon McBride commented on the press release from Peoria Journal Star on April 7<sup>th</sup> “CityLink to use federal green to go green”. She was not aware of the release due to reporters calling around and getting statements from Don Shay and Tom Lucek concerning information from Aaron Schock’s Office.

\*Maxine Wortham commented positively on an article by Alice Nobles Arn published in IBI Magazine.

8. **Old Business:** None.

9. **New Business:**

**a. Resolution #09-36 Formal Adoption of ADA Transportation Advisory Committee**

– John Williams asked for approval of installation of an ADA Advisory Committee for the paratransit and fixed route bus system as well as adoption of bylaws to regulate the affairs and behavior of its members. This committee’s responsibilities include addressing concerns, policies, and procedures as it relates to accessible transportation. The committee will serve as an informed advocate for the physical, mental, and cognitive disabled community. This was motioned by Trustee James Polk and seconded by Trustee Art Bell. **Motion Passed.**

**b. Settlement of Workers Compensation Claim #753 in the amount of \$50,468.76 -**

Attorney William Wombacher sought approval of the stated claim. Written notifications were sent out to all board members. This was motioned by Trustee Art Bell and seconded by Trustee Sharon McBride. **Motion passed. Roll Call Vote Taken.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Sharon McBride - Treasurer	X			
Don Shay - Chairman	X			
James Polk – Vice Chair	X			
Maxine Wortham – Trustee	X			
Art Bell – Secretary	X			

**c. Settlement of Workers Compensation Claim #820 in the amount of \$37,894.41 –**

Attorney William Wombacher sought approval of the stated claim. Correspondence was sent to all board members. This was motioned by Trustee Maxine Wortham and seconded by Trustee Sharon McBride. **Motion passed. Roll Call Vote Taken**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Sharon McBride - Treasurer	X			
Don Shay - Chairman	X			
James Polk – Vice Chair	X			
Maxine Wortham – Trustee	X			
Art Bell – Secretary	X			

**d. CityLink Travel Policy** – Tom Lucek presented a new travel policy concerning non-employees of CityLink. The current policy is not consistent with IRS regulation so Bodtke & Stewart, a CPA firm, was hired to analyze the laws and tax consequences. The policy states any non-employees of CityLink will no longer receive a Per Diem, but will be reimbursed for 100 % of reasonable expenses. Receipts must be turned in for reimbursement. The Chairman will be responsible for reviewing the expenses and determine if it was reasonable.

**e. March 2009 Financial Report – Board Bills Approval** - Christine Feng asked for approval of payment of invoices submitted. In March, the total monthly operating expenditures of \$1,576,865.10 represent 7.89% of the 2009 annual budget. This percentage is 0.44% less than the monthly projection of 8.33%. The significant expenditures for March are MV Transportation payment of \$143,869.28 (9.12%) and Payroll expenses of \$534,061.80 (33.87%), and Employee Health Insurance totaling \$101,060.51 (6.41%). These significant expenditures are 49.40% of the total monthly operating expenditures. The vote was motioned by Trustee Art Bell and seconded by Trustee Sharon McBride. **Motion passed. Roll Call Vote Taken**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Sharon McBride - Treasurer	X			
Don Shay - Chairman	X			
James Polk – Vice Chair	X			
Maxine Wortham – Trustee	X			
Art Bell – Secretary	X			

10. **Public Comment:** *John Williams*, Special Services Director, asked the board members to look at names of individuals that would be considered for the ADA Advisory Committee. The Board Members will be responsible for choosing 2 people each, totaling 10 members; 5 of whom would be disabled from the community. The last meeting held was February 10, 2009 and action would like to be taken for the upcoming June meeting.

**Reminder of Future Meetings:**

May 4, 2009 and June 8, 2009 at the Administration Office, 5:30 PM.

The meeting was adjourned.

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Arthur Bell, Secretary  
Board of Trustees