

GREATER PEORIA MASS TRANSIT DISTRICT

MINUTES OF MEETING

DATE: June 14, 2010

PLACE: Greater Peoria Mass Transit District Offices

TRUSTEES PRESENT:

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

OTHERS PRESENT:

William Wombacher	Legal Counsel
Tom Lucek	First Transit
Rick Tieken	First Transit
John Woodford	First Transit
John Stokowski	CityLink
Christine Feng	CityLink
John L Anderson	CityLink
Alice Nobles Arn	CityLink
Sheila Saletzki	CityLink
Jennifer Fredericksen	CityLink
Gary Howell	CityLink
Sammie Hoskins	CityLink
Tom Smith	CityLink
Vincent Caldara	MV Transportation
Mark Nash	MV Transportation
Ron Cox	ATU 416
John Williams	CityLink
Roger Sparks	AAPLD

The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on June 14, 2010 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:** General Manager, Tom Lucek, led the Pledge of Allegiance.
3. **Receipt and Reading of Minutes:** A motion was made by Trustee Maxine Wortham to approve the Board Minutes from May 3, 2010 and seconded by Trustee Art Bell. **Motion Passed.**

6. **Receipt and Reading of Communication:** Trustee Don Shay presented information from Gloria Dearborn Development Manager Membership for Symphony who requested to use a trolley the evening of June 22. The information was given to Trustee Maxine Wortham (Chair of Program Development).

7. **Report of Officers:** Trustee James Polk presented a couple of reports on the following: (1) high speed rail Committee has come together there are geographic discussions. It's all challenging, but thinks the Committee is coming together. The people in Rock Island, the people in Bloomington, the people who have different theories of which way this high speed rail this should go and what's possible. Think it's a good group and we would move forward on that. (2) Trustee James Polk reports the ADA meeting was very productive. Work out training for educational people who want to ride the bus. Minutes for the ADA were listed and that suggestion was in their minutes. (3) Trustee James Polk explained about looking into the situation around Riverplex parking lot because it's a big problem. We need to find ways to address it because people have brought it up mainly of what's needed. Trustee Art Bell explains that bus driver come in to facility let people off go up and turn left then cross the railroad track then go into the city parking lot then have to turn left a second time there are parking space, if they just mark those out somehow or restrict those. That would give the driver a little more room to swing. Then they come back out make another left go across railroad tracks again then they have a right, so it's a little difficult especially for the bigger buses. It could be done to determine, about finding a safer way to covering the Riverplex. It going to be awful difficult this winter especially leaving people on other side of the track it's, going to be quite a ways to go especially any difficulties at all with respect of the handicap. They city would have to be involved in the process because it is their parking lot they could do something different to the parking lot that would make it easier for the buses to go through. A meeting was held on Friday, June 11, 2010 with Karl Cannon at the Riverplex, and they are actively pursuing a solution to the parking lot.

Trustee Sharon McBride recognized Sheila Saletzki (HR Specialist), for organizing Employee Appreciation Day that was held on June 11, 2010, and compliments Shewan Harris (AGM of Operations), Tom Smith (Safety & Operations Director), Venessa McMillion (SA for Maintenance) and others for helping out with Employee Appreciation Day. Also, Trustee Sharon McBride expressed how she appreciated the work. It turned out to be a big success thanks to everyone that participated with it. There was a lot of positive feedback that represents the drivers lounge from breakfast to box lunches and the team really appreciated it.

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

9. **Report of General Manager:**

Program Development

- Coordinating efforts through Congressman Shock's office to locate a bus bench at the corner of Willow Knolls and Bradford in order to serve the local Social Security Hearing Office.
- Received five (5) proposals for a new Voice Communication System. Proposals were due June 7, 2010 at 4:00pm. The proposal evaluation is currently being conducted by Gary Howell and John Stokowski.
- Submitted a request in response to the Division of Public and Intermodal Transportation "call for projects". CityLink is requesting funding for five (5) large buses. This state wide application will be through IDOT under the \$775 million "Bus State of Good Repair" that was recently announced by Secretary La Hood.

- Developing an application for CityLink to apply directly to the FTA under the “Bus State of Good Repair”. The request will fund new buses and renovation/rehabilitation of the maintenance facility.
- Working with IDOT on a proposal to fund hybrid paratransit buses under the next TIGGER grant program. IDOT is planning to submit a state wide application that will include four (4) hybrid vehicles for Peoria.

Special Services

- Visited the CWTC, Senator Dave Koehler’s Office in Pekin and the Peoria Production shop, to take Photo ID’s for the circuit breaker and half fare programs.

Finance

- On June 1 and 2, Christine and I have met with Sharon and Bill to review the FY 2011 Annual budget respectively.
- Christine Feng has attended the GFOA 104th annual conference at Atlanta in June 2010
- Finance will hold the Annual employee benefit open enrollment event on June 18,2010
- The 30 days Legal public notice of GPMTD annual budget has been placed through Peoria Journal Star on June 11, 2010.

Marketing

- The two major 40th Anniversary Celebrations were held. We had good attendance at both.
- Dump the Pump is the next big promotion. It is Thursday, June 17, 2010.
- New or renewed advertisers for bus signage this month are: Community Children’s Theater, Peoria Park District – Amphitheater, and Community Workshop Training Center.
- We had Eddy Smith as a marketing representative at the Touch a Truck event May 14.
- The marketing department is in the process of collecting data regarding the use of social media. We want to see CityLink on the cutting edge of new technology.

Union issues

- The next Labor/Management Meeting is scheduled for Monday, June 21, 2010 with me as the Chair. The new handbook will be discussed.
- The negotiations for our new contract will begin on August 24th & 25th.

Maintenance

- All four lighted “CityLink” signs at the TC have been repaired. Photocells have been added to turn them off in the daylight saving energy.
- Have received quotes to demolish the house at 2133 NE Jefferson Ave. River City Construction was the lowest quote at \$6,449.00
- Trolley #11 has been repaired and inspected for transfer to the Village of Peoria Heights and City of Peoria.
- Four of the ten buses purchased from Duluth, MN have been painted.

Operations

- Distracted Driving & Respect in the work place training is now complete.
- Shewan is attending the TSI Bus Operator Train the Trainer course June 14th -17th.
- Administrative Handbook has been distributed.
- Employee appreciation was held on June 11th.
- Bus Rodeo will be held on Sunday September 26th. We intend for this event to be family friendly.
- Shewan was appointed by Mayor Ardis to represent CityLink on the board of Peoria Race Relations Commission.
- Met with Rick Tieken, Sammie Hoskins and LT. Theobold from the PPD Swat team to plan hostage negotiation training. The training will take place on July 13th at the Peoria Stadium.
- New operator training class will start on June 28th.

- One supervisor (Candy Brown) will be attending a Transit Supervisor training class in Rock Island hosted by TSI June 28th through July 2nd.
- Tom Smith attended the quarterly safety roundtable with IPTRMA safety representatives and Mesirow.
- Completed a facility safety inspection with Chubb Insurance and Risk Control. No major deficiencies noted.

First Transit

- John Woodford will be at our June 14th Meeting. He has temporarily moved back to his summer residence in New Jersey.
- Shewan will be on vacation June 22nd through July 5th.
- Mike Murray the CEO of FGA has left the Company and all FGA support employees now report to the President of First Student.

GM Activities

- I will be attending an Employers Association CEO meeting for Non Profits on June 16th.
- My last Lions Club Meeting as President is Thursday June 24th.
- I will be meeting with Sharon McBride tomorrow to help formulate a plan to get CityLink represented on the new APTA Board.
- I attended the WTS awards banquet in Chicago on June 8th meeting with the FTA Administrator Peter Rogoff while there.

10. **Old Business:** None

11. **New Business:**

A. Resolution 10-35 Renew Recommendation to Support Peoria Public School’s Strive for Five Program Alice Arn Nobles, Sales & Marketing Director, requested to approve contract to support Peoria Public School’s Strive for Five Program. A motion was made by Trustee Sharon McBride to approve and seconded by Trustee Maxine Wortham. **Motion Passed. Roll Call Taken.**

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

B. Resolution 10-36 Authorizing the Filing of a Capital Assistance Grant with IDOT for Two (2) Hybrid <30-ft Paratransit Buses John Stokowski, Program Development Director, requested to approve the authorizing contract award for the Filing of a Capital Assistance Grant with IDOT for Two (2) Hybrid <30-ft Paratransit Buses. A motion was passed by Trustee Art Bell and seconded by Trustee James Polk. **Motion Passed.**

C. Resolution 10-37 Contract Award Recommendation for the Renewal of Employee Health Insurance John Stokowski, Program Development Director, requested to approve the contract award for the renewal of major medical, dental and vision insurance. For Blue Cross Blue Shield of Illinois the fixed cost increased

to \$358,938. The total annual cost aggregate liability is \$2,889,619. For the same period Delta Dental premium is \$81,371.83 and TruAssure premium is \$23,224.32 the same as last year. A motion was made by Trustee Maxine Wortham to approve and seconded by Trustee Art Bell. **Motion Passed. Roll Call Taken.**

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

D. Resolution 10-38 Intergovernmental Agreement – General Manager Tom Lucek Tom Lucek, General Manager requested approval for the contract agreement among the City of Peoria and Village of Peoria Heights. New Junction Ventures, LLC, the owner/operator of Junction City Shopping Center expressed interest in maintaining trolley service. The Trolley would operate from June 2010 through May 31, 2010. A motion was made by Trustee Art Bell to approve and seconded by Trustee James Polk. **Motion Passed.**

E. Resolution 10-39 Contract offer with Integrys – General Manager Tom Lucek Tom Lucek, General Manager request approval for the contract that has been negotiated for into as a result of the Chamber Co-op Program members’ Natural Gas Supply Services for accounts in the Ameren Power areas the contract is for a “hybrid contract” for service starting on July 01, 2010 will be fixed, then starting on August 01, 2010, ½ indexed and ½ fixed price, with all supply charges being fixed, and will be for a 13-month contract term ending on August 31, 2011. A motion was made by Trustee Maxine Wortham to approve and seconded by Trustee Sharon McBride. **Motion Passed.**

F. Compensation rates adjustments over 13 months - \$113,960.00 Tom Lucek, General Manager requested approval for compensation which included amount of additional salaries that will be spread out over a 13-month period. One half June 01, 2010 other half July 01, 2011. A motion was made by Trustee Art Bell to approve and seconded by Trustee Maxine Wortham. **Motion Passed. Roll Call Taken.**

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

G. May 2010 Financial Report - Board Bills Approval Christine Feng, Director of Finance, requested approval for the payment of invoice submitted May 2010 Financial Report. As of May 2010, total operating expenses are \$1,426,595.81 which represents 6.93% of the 2010 annual budget. This percentage is 1.40% less than the monthly

budget projection. The major expenses for May are: (1) Payroll Expenses: \$549,769.17 (38.54%). (2) Fuel Expenses: \$91,467.08 (6.41%). (3) IMRF: \$112,369.28 (7.88%) (4) MV Transportation payment: \$317,969.38 (22.29%). These significant disbursements are 75.11% of total monthly operating expenses. A motion was made by Trustee Sharon McBride to approve and seconded by Trustee Art Bell. **Motion Passed. Roll Call Taken.**

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

12. **Public Comment:** None

Reminder of Future Meetings:

Future board meetings will be held July 19, 2010 and August 2, 2010 at the Administration Office, 5:30 PM.

The meeting was adjourned at 6:30 P.M.

Arthur Bell, Secretary
Board of Trustees