

MINUTES OF MEETING –January 11, 2021

**GREATER PEORIA MASS TRANSIT DISTRICT
2105 N.E. Jefferson Avenue, Peoria, Illinois 61603**

DATE: Monday, January 11, 2021

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Art Bell- Chair

Jennifer Lee -Vice Chair (via phone)

Maxine Wortham-Treasurer (via phone)

Sharon McBride– Secretary (via phone)

OTHERS PRESENT:

Doug Roelfs	General Manager
Nick Standefer	Assistant General Manager (via phone)
William Wombacher	CityLink Counsel (via phone)
Christine Feng	CityLink, Chief Financial Officer (via phone)
Ken Boddie	CityLink, Operations & Planning Director (via phone)
Jason Culberson	CityLink, Safety & Training Manager (via phone)
Jamie Arbogast	CityLink, Procurement Administrator (via phone)
Andrew Dwyer	CityLink, Paratransit Manager (via phone)
Martha Howarter	CityLink, Finance & Grant Manager (via phone)
Desiree Carlson	CityLink, Executive Assistant & Board Support (via phone)
Emily Watson	CityLink, Marketing & Community Outreach Coordinator (via phone)
Shannon Williams	CityLink, Human Resources Administrator (via phone)
Steve Green	CityLink, Maintenance Director (via phone)
Reema Abi Akar	Tri County (via phone)
Angel Marinich	Transdev (via phone)

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Art Bell on Monday, January 11, 2021 at 5:30 PM.

1. Roll Call

Was taken by General Manager Doug Roelfs, and he reported that a legal quorum was met with Board Chair Bell attending in person and the other 3 members of the Board calling in (due to restrictions regarding social distancing during the Coronavirus pandemic)

2. Pledge of Allegiance:

General Manager Doug Roelfs led the Pledge of Allegiance

3. Receipt and Reading of Minutes:

Chair Art Bell presented to the Board the minutes of the regular meeting of December 14, 2020. **Trustee Lee made the motion to approve, and Trustee Wortham seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			

4. Receipt and Reading of Communications:

There were no communications

5. Report of Officers:

There was no report of officers

6. Report of Standing Committees:

7. Report of General Manager:

The Transit Center is open and we are collecting fares as of January 4, 2021, and the Transit Center is also open.

We also received \$6.433 million dollars from the CRRSA which stands for the Corona Virus Response and Relief Supplemental Appropriations Act, which was the last bit of legislation passed at the end of December, 2020.

Our ridership is off a bit as of now. We have implemented the AVAIL passenger counters, and they are tied into the fare boxes, and it appears there may be a glitch of some type. Hopefully, we shall have this fixed soon.

Trustee Lee inquired as to how we were handling people who were not aware that we were charging fares again. General Manager Roelfs stated that our drivers would remind people when they get on the bus with no fare, that the next time they will need to pay. We will allow approximately 2 weeks as a grace period. Doug said this is going well, and Trustee Lee thanked him. Trustee McBride asked if Doug had heard any information regarding a new Trustee from Peoria Heights. Doug said he would again reach out to Mayor Phelan from Peoria Heights.

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8 & 9. Report of CityLift and CountyLink from paratransit General Manager Angel Marinich:

Angel stated they (Transdev) are almost a month into the new service. Training is ongoing, They are accident and incident free and finishing the building. They are working on the Ecolane software to be able to pull the correct reports that GPMTD needs. Preliminary stats appear to be close to the previous contractor. Ridership was a bit over 6000 trips, and final numbers should be available soon. Angel is Confident with all partnerships that there will be improvements.

10.Public Comments:

There were no public comments

11.Old Business:

There was no old business

12.New Business:

A.Resolution 21-24 Award Recommendation authorizing the purchase of 3 each 35' Proterra battery operated buses and chargers in an amount not to exceed \$3,168,829-Nick Standefer

Previously the District has received funding from a grant and a settlement to procure battery operated buses. With this funding we have been able to do procurements for 3 battery operated buses and chargers. Nick showed several slides with regards to the new buses, and is recommending the Board award this purchase to Proterra for 3 buses and 3 chargers in an amount not to exceed \$3,168,829. **Trustee Jennifer Lee made the motion to approve, and Trustee Wortham seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			

Trustee Bell inquired as to how many miles our routes go, and the average is between 50 and 100 miles. The battery buses on a full charge can go approx. 200 miles. Art also asked about how long it takes to charge a bus, and a full charge takes approx.. 6 hours.

B.Resolution 21-25 Award Recommendation with TRA for a Safety and Operations Plan Consulting Service in an amount not to exceed \$161,593.29-Jason Culberson

Asking approval for the result of an RFP we issued for a Standard Operations Procedures Consultant for various departments at the District. We are looking for a consultant to assist us with policies to coincide with other like transit districts. We are recommending the award to TRA in an amount not to exceed \$161,593.29. **Trustee McBride made the motion to approve, and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.**

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	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			

C. Financial Report-December 2020 Board Bills approval-Christine Feng

Christine Feng, Chief Financial Officer, recommended that the Board approve the December 2020 operating expenses of \$2,830,066.27. It is recommended the Board approve the disbursement of \$2,830,066.27. **Trustee McBride made the motion to approve the Board Bills, and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			

Future Board meetings will be held Monday, February 8, 2021 and Monday, March 8, 2021.

By: 
Sharon McBride, Secretary