

MINUTES OF MEETING –NOVEMBER 9, 2020

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

DATE: Monday, November 9, 2020

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Art Bell- Chair (in person)
Jennifer Lee -Vice Chair (via phone)
Maxine Wortham-Treasurer (via phone)
Sharon McBride– Secretary (via phone)
Joan Krupa-Trustee (via phone)

OTHERS PRESENT:

Doug Roelfs	General Manager (in person)
Nick Standefer	Assistant General Manager (via phone)
Christine Feng	Chief Financial Officer (via phone)
William Wombacher	CityLink Counsel (via phone)
Andrew Dwyer	CityLink, Director of Mobility (via phone)
Martha Howarter	CityLink, Assistant CFO (via phone)
Jamie Arbogast	CityLink, Director of Procurement (via phone)
Jason Culberson	CityLink, Director of Safety & Training (via phone)
Emily Watson	CityLink, Director of Marketing (via phone)
Shannon Williams	CityLink, Director of Human Resources (via phone)
Desiree Carlson	CityLink, Executive Assistant & Board Support (via phone)
Brian Hiatt	CityLift General Manager (via phone)
Mick Johnson	CountyLink, General Manager (via phone)
Quentin Scherr	STL (in person)
Lili Rudis	Via Mobility, LLC
Cathal O’Gorman	Via Mobility, LLC
Daniel Berkovits	Via Mobility, LLC

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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, November 9, 2020 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 4 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 October, 2020 meeting. **Trustee Lee made the motion to approve, and Trustee Krupa seconded the motion. Motion Passed.**

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:

The 33rd annual Stuff A Bus event kicked off October 23 with Emily Watson and Marcellus Sommerville from Peoria Friendship House. This year's goal was set at \$10,000 to purchase non-perishable food items for their pantry. At this point the virtual bus is already half full, and the Day of Stuffing will be a smaller radio remote type gathering this year due to the pandemic. The food drive wraps up December 1. There will be a small media event as well to document the wrap up for 2020 and the amount of monies collected. The best way to donate if you wish is to donate directly on the Friendship House website. Trustee McBride thanked Emily for all she does on this. Trustee Krupa wanted to remind all of the upcoming COA public meetings either virtually or in person as well. The total info is on the ridecitylink.org website.

7.Report of General Manager:

We were awarded a substantial amount of monies from IDOT, but GM Roelfs could not state the amount yet, as IDOT wants to save the amount for a public announcement at a later date. Also, have been busy with Transdev getting ready for service on December 1, 2020.

Assistant GM Nick Standefer showed a PDF of the first building, the Paint Booth/multifunction type bldg. for additional storage perhaps of our landscaping equipment. Nick then proceeded to detail what the purpose of this first building may be. Then, he also briefly discussed the other "phases" of construction and the various purposes of the new/renovated buildings. Nick is happy to answer any questions you may have about the new buildings. Also, General Manager Roelfs attended APTA's virtual event to honor Trustee McBride as Outstanding Transit Board Member of the Year.

8.Report of CityLift: Brian Hiatt, General Manager of CityLift presented the following to the Board for October, 2020

- On Time Performance 89.72%

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- Productivity 1.76
- Ridership 7,162; 0 denials
- Vehicle Billing Hours 4105.09
- Vehicle accidents: 1 preventable;0 non-preventable
- Incidents 0
- Workplace injury 0

Not fully staffed in Administration, and have 42 operators: 4 are currently out,FMLA,etc.

Safety & Training covered distracted driving and distracted pedestrians/fire safety/fire extinguisher training/Covid-19

Management activities: weekly closedown meetings, bi-weekly Covid-19 meetings and manager meetings, and also attended CityLink ADA meeting, HSTP Meeting, CityLink Board meeting, multiple meetings with Ecolane, GPMTD and Transdev

Trustee McBride wanted to thank Brian for his service and stated that she had enjoyed working with him! And Chair Bell agreed

9.Report of CountyLink: Mick Johnson, General Manager of CountyLink presented the following to the Board for October, 2020

- On Time Performance 89.72%
- Productivity 2.01
- Ridership 1226, 0 denials
- Vehicle Billing Hours-Rural 497.10
- Vehicle Billing Hours-Urban 113.22
- Vehicle accidents: 0
- Incidents: 0
- Workplace injuries 0

Not fully staffed in Administration, and have 11 operators (9 full time, 2 part time) 5 furloughed and 2 on LOA

Safety meetings for CountyLink were the same, and Mick participated in the same management activities as Brian Hiatt

Trustee Bell stated it had also been nice working with Mick, and wished him the very best in his future.

10.Public Comments:

There were no public comments

11.Old Business:

There was no old business

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12. New Business:

A. Resolution 21-18 Microtransit Study award recommendation to VIA Transportation, Inc., in an amount not to exceed \$75,000-Andrew Dwyer

We had released a request for proposals for a study to investigate a microtransit option and feasibility within the greater Peoria region. This study will incorporate findings from the COA and ridership data. We will explore the use of our current fleet and partners for a pilot program. Our ad-hoc committee chose Via as the top proposal and therefore recommend contract approval in an amount not to exceed \$75,000. **Trustee Lee made a 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			
Joan Krupa, Trustee	X			

B. Resolution 21-19 Contract Extension Agreement with First Transit for Professional Transit Management Services-Christine Feng

This resolution is for a contract extension for First Transit. GPMTD has decided to enter into a contract extension in an amount of \$41,732.00 per month from November 1, 2020 to October 31, 2021, and \$42,737.00 per month from November 1, 2021 to July 21, 2022. First Transit will provide a General Manager and 1 Assistant General Manager. Staff recommends Board of Trustees authorize the extension. **Trustee Krupa made the motion for approval, 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			
Joan Krupa, Trustee	X			

C. Approval of Board Dates for 2021-Doug Roelfs

A listing of Board dates for 2021 was presented and approved by the Board of Trustees. Some may be changed as the year progresses. **Trustee Wortham made the motion to approve and Trustee McBride seconded the motion. Motion Passed.**

D. Financial Report-October 2020 board bills approval-Christine Feng

Christine recommended that the Board approve the October 2020 operating expenses of \$2,843,379.21 **Trustee McBride made the motion to approve the board bills, 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			
Joan Krupa, Trustee	X			

The next meeting will be Monday, December 14, 2020 and Monday, January 11, 2021

Trustee McBride made a motion to adjourn, and Trustee Wortham seconded the motion. The meeting was adjourned.

By: Sharon L McBride
Sharon McBride, Secretary