

MINUTES OF MEETING –March 21, 2022

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

DATE: Monday, March 21, 2022

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Maxine Wortham- Chair
Chris Ahart-Vice Chair
Jeff Hoerr-Treasurer
Sharon McBride– Secretary
Patti Sterling Polk-Trustee

OTHERS PRESENT:

Doug Roelfs	General Manager
Nick Standefer	Assistant General Manager
Tim Cassidy	Legal Counsel
Christine Feng	CityLink, Chief Financial Officer
Ken Boddie	CityLink, Operations & Planning Director (virtually)
ShamRA Robinson	CityLink, Asst. Director of Operations (virtually)
Steve Green	CityLink Maintenance Manager
Emily Watson	CityLink, Director of Marketing
Martha Howarter	CityLink, Finance & Grant Manager (virtually)
Desiree Carlson	CityLink, Executive Assistant & Board Support
Shannon Williams	CityLink, Human Resources Administrator (virtually)
Jason V. Culberson	CityLink, Safety & Training Manager (virtually)
Angel Marinich	Transdev General Manager (CityLift/CountyLink)
Corey Sebens	ATU416 (virtually)
Beth Schupp	River City Construction

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Maxine Wortham on Monday, March 21, 2022 at 5:30 PM.

1.Roll Call

Was taken by General Manager Doug Roelfs and he reported that a legal quorum was met with all members of the Board present.

2.Pledge of Allegiance:

Assistant General Manager Nick Standefer led the Pledge of Allegiance

3.Receipt and Reading of Minutes

Chair Wortham presented to the Board the minutes of the regular meeting of February 14, 2022. Upon asking the Trustees if there were any changes or corrections, and hearing of none, the minutes were approved.

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:

Trustee Sterling Polk wanted to mention that she has a great team assisting in the preparation of the ADA WOW!Event scheduled for July 26, 2022. Various CityLink members are assisting and it will take a team of people to make this event spectacular! Also, Trustee Ahart told the group that CityLink will again this year be participating in the Komen “More than Pink” walk on Saturday, May 7, 2022. CityLink typically provides buses for participants, and we will do the same again this year. This is an event that CityLink has assisted with for many years.

7.Report of the General Manager and 8. New Facility Update

Attended a transit summit composed of vendors and transit professionals. The vendors showed and talked about new products, and then there are breakout sessions with various industry professionals. Also attended a rural transit conference in Springfield and met with our IDOT representatives, and was able to discuss our building project with them. Also attended the APTA legislative conference and was able to meet with Congressman LaHood. They discussed projects in Peoria and the Redistricting, and Darin’s area will be more of the rural part of Peoria. The actual City of Peoria will be part of what used to be in Cheri Bustos’ area, but there are several individuals running for her seat, so we will definitely have someone new. Darin will also have some competition in his new area as well. ITPA is setting up meetings virtually with the other senators later. The Bill was also passed for transportation funding. Ridership is also on the rise. We were unsuccessful on a lo-no application. We put in for 16 mini vans for the microtransit project. But, they also announced that lo no and bus and bus facilities are going together in an application due the end of May. They want all applications out that Districts have. We rolled out the COA, and it is going well. Some adjustments have been made, and we are going over all questions and concerns and move forward

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from there. Beth with River City went through an update of the building construction and discussed the finalization of B,C, & D packages and had a budget update for Nick to discuss.

9.Report of Transdev General Manager:

Ridership was a bit down at 86% year over year. However, staff was able to get all people to dialysis even though CityLink was closed for weather one day. Productivity is strong at 2.38 for CityLift and CountyLink ridership was up. Still recruiting for drivers and promoted mechanic to Maintenance Manager. We also had a driver that was promoted to maintenance. We had some new classes starting. In safety we had mandatory customer service training with all dispatchers. We did respond to a complaint from the Human Rights Authority. Lance and Angel attended in person with them last week and discussed some further items. Last month we had 755 no shows, which has great affect on our on-time performance. We are hoping people use the App more to cancel rides.

10.Public Comments:

There were no public comments

11. Old Business:

There was no old business

12.New Business:

A.Ordinance 22-03 Public Transportation Ordinance to provide public transportation to Greater Peoria Mass Transit District-Doug Roelfs

We are asking the Board to authorize The General Manager to file and execute on behalf of the District a grant application to the Illinois Dept. of Transportation. **Trustee McBride made a motion to authorize the filing of the application and Trustee Ahart seconded the Motion. Roll Call Taken.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

B.Resolution 22-30 Acceptance of the Special Warranty-Doug Roelfs

As a condition of the receipt of the Section 5311 funds as mentioned above, the District agrees in writing to the terms and conditions of the Special Warranty regarding fair and equitable arrangements to protect the interests of employees affected by such assistance. We are asking the Board to accept and pass the Acceptance of the Special Warranty. **Trustee Sterling Polk made the motion to approve and Trustee Sterling Polk and Trustee Hoerr 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>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

C.Resolution 22-31 Authorizing Execution and Amendment of Section 5311 Grant-Doug Roelfs

5311 Funds help offset certain operating deficits and administrative expenses, and GPMTD will file an application with IDOT for a financial assistance grant. We are asking the Board to approve the General Manager’s execution and to file on behalf of the District a 5311 Grant Agreement with IDOT to obtain grant assistance and to receive the grant for fiscal year 2023. **Trustee McBride made the motion to approve, and Trustee Ahart seconded the motion. Roll Call Taken. Motion Approved.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

D.Resolution 22-32 Recommendation to execute contracts with River City Construction in an amount not to exceed \$4,900.00 for Transit Center Upgrades and ANJ Electric in an amount not to exceed \$78,134.00 for Transit Center Camera Upgrades-Nick Standefer

These two resolutions will enable upgrades to be done at the Transit Center to match what is being done on the new construction including all new locks and cameras at the TC. This will make all buildings consistent. We are asking the Board to approve both \$4,900 to River city and \$78,134 for ANJ Electric. **Trustee McBride made the motion to approve \$4,900 to River City Construction, and Trustee Ahart seconded the Motion. Roll Call Taken. Motion Passed**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

Trustee Ahart made the motion to approve \$78,134 to ANJ Electric, and Trustee McBride 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>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

E.Resolution 22-33 Recommendation to approve various bid packages (as noted on your printed resolution) to complete Phase B,C,D to complete building and finalize the GMP, Current Amendment #5 Phase B,C,D packages totaling \$35,149,918.14 . . . for a total new Final Guaranteed Maximum Price in an amount not to exceed \$43,611,308.98-Nick Standefer Numerous bids were received for these services, and we are asking the Board to approve the various bid packages in addition to the new Guaranteed Maximum Price of \$43,611,308.98. **Trustee McBride made the motion to approve, and Trustee Hoerr seconded the motion. Roll Call Taken. Motion Passed.**

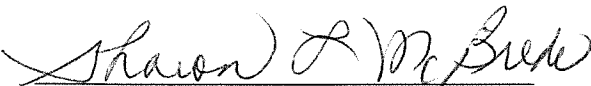
	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

F.Financial Report, February 2022 Board Bills approval-Christine Feng

Christine Feng, Chief Financial Officer, recommended that the Board approve the February, 2022 Operating expenses of \$2,723,474.12. **Trustee Sterling Polk made the motion to approve, and Trustee Hoerr seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jeff Hoerr, Treasurer	X			
Sharon McBride, Secretary	X			
Patti Sterling Polk, Trustee	X			

Trustee McBride made a motion to adjourn the regular meeting of the Board, and Trustee Sterling Polk seconded the motion. Motion Passed.

By: 
Sharon McBride, Secretary