

MINUTES OF MEETING –May 3, 2021

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

DATE: Monday, May 3, 2021

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Art Bell- Chair

Jennifer Lee -Vice Chair

Maxine Wortham-Treasurer

Sharon McBride– Secretary

Chris Ahart-Trustee

OTHERS PRESENT:

Doug Roelfs

General Manager

Nick Standefer

Assistant General Manager

William Wombacher

CityLink Counsel

Christine Feng

CityLink, Chief Financial Officer

Ken Boddie

CityLink, Operations & Planning Director (via phone)

Emily Watson

CityLink, Marketing & Community Outreach

Jason Culberson

CityLink, Safety & Training Manager (via phone)

Steve Green

CityLink Maintenance Manager (via phone)

Jamie Arbogast

CityLink, Procurement Administrator (via phone)

Martha Howarter

CityLink, Finance & Grant Manager (via phone)

Desiree Carlson

CityLink, Executive Assistant & Board Support

Shannon Williams

CityLink, Human Resources Administrator (via phone)

Reema Abi Akar

Tri County (via phone)

Angel Marinich

Transdev (via phone)

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The Annual meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Art Bell on Monday, May 3, 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 all members of the Board present.

2. Pledge of Allegiance:

Assistant General Manager Nick Standefer led the Pledge of Allegiance

3. Board of Trustee Annual Election of Officers:

Board Chair Art Bell presented the following slate of officers for the fiscal year 2022: Maxine Wortham, Board Chair; Chris Ahart, Vice Chair; Jennifer Lee, Treasurer; Sharon McBride, Secretary; Art Bell, Trustee. Trustee Wortham made a motion to approve the above mentioned slate of officers, and Trustee McBride seconded the motion. Chair Bell asked if there were any other nominations (twice), and hearing of none, roll call vote was taken, and the motion passed for the Annual election of Officers for FY2022.

	<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			
Chris Ahart, Trustee	X			

A presentation was then made to Art Bell, long standing Trustee (16 years) of the District thanking him for his service for all of those years. He was presented with a card of appreciation and a crystal bus! The entire District wishes to thank him for everything.

4. Chairs Committee Appointments:

The following appointments are made: Program Development, Chris Ahart; Jennifer Lee, ADA; Sharon McBride, PPUATS policy; Chris and Maxine, Conflict Resolution; Maxine Wortham, By-Laws; Sharon McBride, Stuff-A-Bus; Maxine Wortham, Sponsorships

5. Receipt and Reading of Minutes:

Chair Wortham presented to the Board the minutes of the regular meeting of April 12, 2021. Trustee Bell made a motion to approve, and Trustee Ahart seconded the motion. Motion Passed.

6. Receipt and Reading of Communications:

There were no communications for this meeting

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7.Report of Officers:

Trustee McBride reported that the annual West Peoria 4th of July parade will not be held this year, but maybe next year. The Board member from the Township of West Peoria will now be appointed by the City of West Peoria as the Township has now been eliminated.

8.Report of Standing Committees:

Trustee Ahart reported that on April 22, the PDC Committee voted to have the District begin a trial shuttle back and forth from the Transit Center to Wildlife Prairie Park. The shuttle will run beginning May 30 and end on July 4. At that time, it will be evaluated to see how much ridership is generated. There will be a fee for the ride.

9.Report of the General Manager:

General Manager Roelfs stated there was no ridership report for the packet as the end of the month reports just finished up this past weekend, and there will be some updated information as well as revised figures for the year. Some months the fareboxes were not reporting correctly, and they should be back on track for the end of the year.

Also, on our Microtransit study we had some community involvement, and we shall pursue looking at 5 areas of the city: the North and South Sides, the downtown area, East Peoria and expanding Saturday and Sunday night service, and this may eliminate the need for a northside transfer center. Doug will keep all informed, and invited anyone interested to participate.

Also, First Transit is up for sale, and it appears EQT, a Swedish company has put in an offer to purchase.

10.Report of the Transdev (Mobility) General Manager:

Angel Marinich also reported that due to the time frame of the end of the month versus the meeting being early (May 3), there was no time to complete the ridership numbers. They are checking the reports for verification. They are continuing to work with their software company who was onsite in April to do some additional training. Have several new drivers on the road, and have started a new driver class and are still actively recruiting. Safety focus was pedestrian and cyclist safety. We will also have Mobileye which will greatly reduce the risk of a pedestrian collision. Angel thanked the District for collaboration and moving forward. Chair Wortham asked Angel if she is having difficulty finding candidates to hire. There have been some challenges recruiting, but looking for creating more and varied ideas to find recruits.

11.Public Comments:

There were no public comments

12.Old Business:

There was no old business

13.New Business:

A.Resolution 21-40 Request for Authorization to Proceed with Muller & Muller for Phase IIIA Construction Administration Services-Rear Building in an amount not to exceed \$94,278.47- Nick Standefer

The purpose of this resolution is to provide authorization for Muller & Muller to proceed with the Phase IIIA construction bidding services. Muller & Muller will work with River City Construction.

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It is recommended that the Board authorize Muller & Muller to proceed. **Trustee Bell made the motion to approve, 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>
Maxine Wortham, Chair	X			
Chris Ahart, Vice Chair	X			
Jennifer Lee, Treasurer	X			
Sharon McBride, Secretary	X			
Art Bell, Trustee	X			

B.Resolution 21-41 Contract Award Recommendation for Medical Examinations and Drug and Alcohol Testing Services-Shannon Williams

This is to renew our drug and alcohol testing services and medical exams which is required for the District under DOT regulations. We received 2 proposals, and we found that OSF Occupational Health did meet the required criteria. It is recommended that the Board approve the OSF contract for 3 years beginning July 1, 2021 thru June 30, 2024 and 2 each 1 year options for 2025 and 2026. **Trustee Ahart made the motion to approve, and Trustee McBride 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			
Jennifer Lee, Treasurer	X			
Sharon McBride, Secretary	X			
Art Bell, Trustee	X			

C.Resolution 21-42 Contract Award Recommendation for the Renewal of Employee Major Medical Insurance which includes Specific Reinsurance and Aggregate Reinsurance with Blue Cross/Blue Shield of Illinois-Shannon Williams

This is for the contract award for our major medical and specific and aggregate insurance. This contract ends June 30, 2021, and our broker First Med Insurance Group is recommending that the District renew the contracts with Blue Cross/Blue Shield. The Contract will run from July 1, 2021 thru June 30, 2022. There is a small financial impact as rates have gone up this year. There was an increase of 7.4% over last year. **Trustee Bell made the motion to approve, and Trustee McBride 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			
Jennifer Lee, Treasurer	X			
Sharon McBride, Secretary	X			
Art Bell, Trustee	X			

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D.Resolution 21-43 Award Recommendation to Carahsoft Technology for electronic signature solution in an amount not to exceed \$255,192.98 for the three (3) year contract and (2) one year options-Nick Standefer

In an effort to move toward more green technologies, the District will use e-signatures to sign purchase orders, and many other documents. An RFP was submitted, and the committee decided that Carahsoft Technology most closely met the requirements. It is recommended the Board approve the contract in an amount not to exceed \$255,192.98 for the 3 year contract and 2 – 1 year options. **Trustee Ahart made the motion to approve, and Trustee Bell 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			
Jennifer Lee, Treasurer	X			
Sharon McBride, Secretary	X			
Art Bell, Trustee	X			

E.Financial Report, April 2021 Board Bills approval-Christine Feng

Christine Feng, Chief Financial Officer, recommended that the Board approve the April, 2021 Operating expenses of \$2,486,769.31. **Trustee Lee made the motion to approve, and Trustee McBride 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			
Jennifer Lee, Treasurer	X			
Sharon McBride, Secretary	X			
Art Bell, Trustee	X			

Future Board meetings will be held Monday, June 14, 2021 and Monday, July 12, 2021.

By: Sharon L McBride
Sharon McBride, Secretary