

GREATER PEORIA MASS TRANSIT DISTRICT

MINUTES OF MEETING

DATE: June 8, 2009

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:

Tom Lucek – First Transit
Rick Tieken – First Transit
Shewan Harris – First Transit
John Stokowski – CityLink
Christine Feng – CityLink
John L. Anderson – CityLink
Venessa McMillion – CityLink
Alice Nobles Arn – CityLink
Sheila Saletzki - Citylink
Gary Howell – CityLink
Ron Cox – ATU 416
Mark Nash – MV Transportation
Vincent Caldera – MV Transportation
W. Eric Turner – City Council (Liaison)
Harry Eisle – ParkView Estates
James DeHart – ParkView Estates
E. Travellion – ParkView Estates
Jim Brown – Parkview Estates
Roger Sparks – MACD & Passenger
Kathleen Hillard - Passenger

The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order on June 8, 2009 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:** Assistant General Manager of Operations, Shewan Harris, 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 4, 2009 seconded by Trustee Sharon McBride. **Motion Passed.**

4. **Receipt and Reading of Communication:** In September, Don Shay and Tom Lucek will make a presentation to the Peoria Heights City Council, in order to keep them updated.

5. **Report of Officers:** None.

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

7. **Report of General Manager:**

Program Development

- A TIGGER proposal has been submitted to the FTA. We are proposing to utilize TIGGER funding in an amount of \$5,750,000 to upgrade to hybrid engines for our new bus and paratransit vehicle purchase. This project will be evaluated under the greenhouse gas reduction criteria. The purchase of these new hybrid engines will help reduce operating cost and greenhouse gas emissions in the Peoria area.
- The ARRA grant has been formally submitted to the FTA. The application is currently being reviewed by the Department of Labor. Labor's review usually takes approximately 4-6 week to complete. The grant contains \$4,203,803 in funding for eight (8) large fixed route coaches and twenty (20) smaller buses used for paratransit service. The grant is on schedule to be executed before September 1, 2009, the due date.
- On June 2, 2009 Tom Lucek, Wendell Cochran and John Stokowski met with Northwoods Mall's manager Jeff Case. Mr. Case indicated that the Mall wanted to be treated like just another bus stop and that our buses would no longer be permitted to layover on Mall property. It was agreed that this change would take place on September 8, 2009 in order to coincide with the new operator pick. Scheduling staff from the Program Development Department are analyzing alternatives and should have an action plan ready by the end of July 2009.

Safety and Security

- Met w/Carla Freemon for RIMTD, they are attempting to set up an operation center similar to ours. Gave her an overview of how our operation works especially in the Dispatch department.
- John W. & Tom S went to a V.A. meeting to assist the community in reducing our homeless veteran population.
- Attended the quarterly IDOT Injury Prevention/Safe Communities Board meeting on June 4th.
- On June 9th will be attending a Small Business Safety management seminar held in Peoria and hosted by the Illinois/Iowa Safety Council.

Finance

- Annual Open enrollment for CityLink employee Benefit will be held on June 12, 2009.
- We will hold an auction for obsolete items (buses, vans, obsolete equipment) on June 27, 2009.
- Fleetnet staff is on site from 06/04/2009 to 06/17/2009 to implement our payroll upgrade.

Human Resources

- Sheila Saletzki has been hired as our HR Specialist effective May 27th.
- Jackie Wertz, Dawn Dillon, Osahon Irerere and Christopher Ripka began their training as PT Operators on June 1st.
- Erica Rowry resigned as a PT CSR so we are currently advertising for this position.

- Matt Johnson, mechanic & PT Foreman, was discharged on June 1st and we are advertising for a mechanic and utility person.

IT

- CityLink printers are being evaluated with the intention of submitting a project to the Board at the July Meeting.

Marketing

- Participated in two *Peoria Promise* meetings re: passes for ICC students.
- Participated in the *Touch a Truck* event at Peoria Stadium. The program is designed to screen preschoolers for special needs while they are having fun. Children climb on trucks, buses, ambulances, fire trucks and other equipment. Andre Givens and Eddy Smith attended.
- Participated in the APTA *Dump the Pump* webinar. CityLink will participate in the 4th Annual Dump the Pump Day on June 18th.
- Held a meeting with CityLink, District # 150, and Regional School representatives for homeless and truant students to discuss the 50c passes and the requirements needed to ride.
- As of June 4th, District #150 has produced 1500 Sun & Fun photo I.D. passes. The cut-off date to receive a pass will be June 11.

Union issues

- We still have 1 unfair labor practice complaint filed against us which we have responded to; but, no hearing has yet been scheduled.
- The grievance filed by a terminated employee will be arbitrated by Elisabeth Simon on Tuesday, June 23rd.
- Ron Cox will be chairing the next L/M meeting on Monday 6/15/09 @ 4:15 PM.
- Election of Officers for the ATU Local # 416 will be held June 17th.

Maintenance

- Lighting project is complete, \$18,615, still waiting on the rebate from DCEO.
- All wheelchair lifts are operational except for three down for parts or service.
- Failed A/C unit @ Admin. Bldg. has been replaced with a unit that was not being used for the basement.
- Scrubber being leased from Tennant has been delivered. Training for operators completed 05/12.
- Eurovac Company has completed repairs on bus vacuum and it is now operational.
- Sump pump in elevator shaft has failed. It was replaced with a unit in stock, and sent to Peoria Pump to be rebuilt. It will have the same warranty as a new pump for approximately half the cost of a new pump.
- A 4" solid waste pump has failed in the NE corner of the administration building. Quotes have been requested to remove and replace the pump with a new unit. The contactors and auxiliary controllers require replacement.

Special Services

- MV is interested in replacing Route Match with Trapeze software.
- John Williams attended a Foster Grandparents recognition event at Carver Center.

FIRST TRANSIT

- On June 1st the City of Decatur renewed their Management Contract with First Transit.
- CityLink Board Members are invited to visit the new First Transit Offices while in Cincinnati, OH attending the APTA meeting.
- Shewan Harris has joined COMTO and will be attending their annual meeting in Dallas with James Polk July 11th through the 14th.

- Rick Tieken will be attending the APTA summer planning session in Chicago which is held on June 11th & 12th.
- Peter Briggs has been assigned to Peoria as our Labor Attorney to assist in the upcoming negotiations among other things.

GM Activities

- The FTA Triennial Review resulted in two findings of deficiencies. These will be corrected and a letter should eventually come from the FTA directly to the Board.
- I will be attending the FTA Civil Rights Training in Cleveland August 5 through the 7th.
- We are agreeing to participate in the Labor Day Parade on September 7th.
- CityLink hosted the IPTRMA Board Meeting here in our offices on Monday June 8th.
- We are joining the Black Chamber of Commerce and Shewan will be our representative. They will be visiting our offices on the 10th.
- John Williams and I will be visiting IPMR on the 11th to see if we can establish an expedited approval of CityLift passengers when it is obvious that the passenger qualifies.
- We joined the Advocates for Access group and John Williams will be our representative to participate at their July 1st meeting.
- We have applied to the Chamber for inclusion in the energy coop program and plan to participate if rates will be lowered for our energy use.

8. **Old Business:** None.

9. **New Business:**

a. Presentation of Proposal of the FY 2010 Budget – Finance Director, Christine Feng requested approval to publicize the FY 2010 budget ordinance for 30 days. Total proposed appropriation for FY 2010 is \$33,059,105.00 which includes Operations totaling \$20,580,302.00 and Capital Project Expenditures totaling \$12,478,803.00. Additionally, CityLink will purchase 26 new buses and 36 new Paratransit vehicles. In FY 2010 there is a projected decrease of 30 % for fuels costs as well as a projected increase of 13.26 % for Cost of Labor and Fringe Benefits Expense, compared to FY 09. Also, 2 part-time staff assistant will be hired for the Marketing and IT departments. The Employee Contribution Rate will increase 2% as well as the Employee Insurance. Christine also presented the Summary Funding Sources and Grants awarded to CityLink. Also, included in the report is the breakdown of Revenue totaling \$33,059,105.00.

b. Resolution #09-39 Approval of GPMTD’s Element of the Fiscal Year 2010-2013 Transportation Improvement Program (TIP) – John Stokowski requested approval of GPMTD’s upcoming projects to the Peoria/Pekin Urbanized Area Transportation Study (PPUATS), Transportation Improvement Program (TIP). This is required annually and allows GPMTD to submit applications to the FTA for projects included in the TIP. The projects included are an Operating/Maintenance Facility totaling \$24,800.00; a North side Transit Center totaling 4.5 Million and new buses totaling \$2.9 Million. This was motioned by Trustee Sharon McBride and seconded by Trustee Art Bell. **Motion passed. Roll Call Vote Taken.**

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

c. Resolution #09-40 Contract Award Recommendation for the Renewal of Employee Health Insurance – John Stokowski requested approval for the renewal of Blue Cross

Health Insurance for employees major medical insurance, Delta Dental for dental insurance, and Truassure for vision coverage. SBSI – Semonis, a consultant contracted to evaluate GPMTD’s Health Insurance, did not recommend going out for bids. Their recommendation was to renew the current coverage from July 1, 2009 through June 30, 2010. For Blue Cross Blue Shield, the fixed administrative costs increased by 2.2%. The total projected cost decreased by 1.5 % to \$1,850,654.00. For the same period Delta Dental premium increased 9.2% to \$81,371.83 and Truassure premium stayed the same as last year \$23,224.32. This was motioned by Trustee Art Bell and seconded by Trustee Maxine Wortham. **Motion passed.**

d. Resolution #09-41 Authorizing the Execution of Amendment No. 2 for FY 2009 State Operating Grant Agreement - John Stokowski requested approval of recommendation to execute Amendment No. 2 for FY 2009 State Operating Grant. This has been an on-going project through Senator Koehler’s Office for the past 2 years. The Amendment would fold the appropriated funds for the City of Pekin into Peoria’s apportionment and allow for one application and Grant to be filed. The amendment represents a \$379,972.00 (65%) increase from \$12,566,983.00 to a new amount of \$12,946,955.00. The vote was motioned by Trustee James Polk and seconded by Trustee Maxine Wortham. **Motion passed.**

e. Resolution #09-42 Transportation for Peoria Promise – Tom Lucek requested approval to donate up to 100 Student Metro passes per month for Peoria Promise Students who are attending ICC, beginning August 1, 2009. Passes will be given to ICC and they will determine eligibility based on financial need. The total value is \$24,000.00 per year, and any passes not issued will be returned to CityLink. The vote was motioned by Trustee Sharon McBride and seconded by Trustee Art Bell. **Motion passed.**

f. May 2009 Financial Report – Board Bills Approval - Christine Feng asked for approval of payment of invoices submitted. In May, the total monthly operating expenditures of \$1,421,403.44 represent 7.11% of the 2009 annual budget. This percentage is 1.22% less than the monthly projection of 8.33%. The significant expenditures for May are MV Transportation payment of \$151,373.54 (10.65%); Payroll expenses of \$556,437.05 (39.15%); Employee Health Insurance totaling \$178,436.72(12.55%); and Fuel Expenses of \$81,162.42 (5.71%). These significant expenditures are 68% of the total monthly operating expenditures. The vote was motioned by Trustee Maxine Wortham and seconded by Trustee Sharon McBride. **Motion passed. Roll Call Vote Taken.**

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

12. **Public Comment:** *Eric Turner*, Peoria City Council (Liaison for CityLink), stated they could help with the publicity regarding elimination of transfers at the Northwoods Mall. He gave contact information to run an ad on Channel 22 to make the public aware of these changes. Also,

a female passenger contacted him regarding some issues and concerns regarding drivers, lifts, and lack of air. Don Shay rectified the complaint and the passenger wanted to send out her Thanks to him. Lastly, Barbara Vonachen contacted Mr. Turner regarding concerns about changing the bus stop in front of ParkView Estates. If the bus stop moves to University & Gale, it will be very difficult for residents to get there due to the distance and heavy traffic. Many of the residents have health issues and cannot physically get to the proposed stop.

Ernestine Travellion, a resident of ParkView Estates, also has concerns regarding the bus stop change at ParkView Estates. Many of the residents are Senior Citizens and are unable to get to the University stop. If they wanted to go outbound, they would have to fight the traffic across University and could only go downtown. She feels Senior Citizens are treated terrible these days and would like the Board to come see for themselves the situation before voting on it.

Kathleen Hillard, a passenger, rode a bus down to the meeting that did not have air. She was asked by driver John Born to ask the Board to get the air conditioning on the buses working this summer.

Jim Brown, Manager of Parkview Estates, has had a number of residents talk to him about moving the bus stop. It's not just the elderly that resides in ParkView Estates, but also includes handicap people. It consists of 231 residents and serves low to moderate income. Some residents are in wheelchairs or scooters and it's very difficult for them to cross University Street. Because of the easy access to the bus stop many of the people have chosen to reside at ParkView Estates. He would encourage the Board to leave the bus stop where it currently is, and believes it serves all the residents of ParkView Estates.

Reminder of Future Meetings:

July 13, 2009 and August 10, 2009 at the Administration Office, 5:30 PM.

The meeting was adjourned at 6:29 P.M.

Arthur Bell, Secretary
Board of Trustees