



# AGENDA

**Meeting of the Connect Transit Board of Trustees**

**January 22, 2019**

**4:30 P.M.**

**Board Room**

**Connect Transit Operations Facility  
351 Wylie Drive, Normal, IL 61761**

- A. Call to Order**
- B. Roll Call**
- C. Public Comments**
- D. Consent Agenda**
  - 1. Approval of Minutes of Regular Meeting of November 27, 2018**
  - 2. Disbursements for the Months of November and December 2018**
  - 3. Financial Report for November and December 2018**
  - 4. Capital and Self Insurance Reserve Fund Balances for Months of November and December 2018**
  - 5. Monthly Statistical Report for months of November and December 2018**
- E. Old Business**
- F. New Business**
  - 1. Recommendation of IFB 18-11 for Property & Casualty Insurance Brokerage Services**
  - 2. Recommendation for Award of Ecolane App**
- G. General Manager's Report**
  - 1. FY2019 Strategic Plan Update**
- H. Trustee's Comments**
- I. Executive Session - (cite)**
- J. Adjournment**



November 2018

# Financial and Statistical Reports



## Connect Transit Cash Disbursement Report November 2018

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00040462	09-Nov-18	\$136.90	Payroll Deduction
A-1 Haney Plumbing	00040526	21-Nov-18	\$513.19	Plumbing
Ace-Hi Glass Co.	00040527	21-Nov-18	\$308.30	Glass
Advance Auto Parts	00040463	09-Nov-18	\$38.45	Maintenance Supplies
Advance Auto Parts	00040523	15-Nov-18	\$206.54	Maintenance Supplies
Advance Auto Parts	00040528	21-Nov-18	\$96.24	Maintenance Supplies
Advance Auto Parts	00040571	30-Nov-18	\$365.54	Maintenance Supplies
Affton Radiator A/C Service	00040432	02-Nov-18	\$3,265.40	Bus Parts
Airgas USA, LLC	00040524	15-Nov-18	\$174.66	Welding Supplies
Airgas USA, LLC	00040529	21-Nov-18	\$238.81	Welding Supplies
Airgas USA, LLC	00040572	30-Nov-18	\$186.50	Welding Supplies
Alex Moonan	00040464	09-Nov-18	\$87.07	Uniform Reimbursement
Ally Financial	00040465	09-Nov-18	\$196.08	Lease
Amalgamated Transit Union Local 752	00040466	09-Nov-18	\$6,653.20	Payroll Deduction
Amazon Capital Service	00040433	02-Nov-18	\$136.48	Office Supplies
Amazon Capital Service	00040467	09-Nov-18	\$239.69	Office Supplies
Amazon Capital Service	00040530	21-Nov-18	\$377.09	Bus Parts & Office Supplies
Amazon Capital Service	00040573	30-Nov-18	\$451.05	Maint. Equip., Office Supplies & Bus Parts
Ancel, Glink, Diamond, Bush, DiCianni &	00040434	02-Nov-18	\$150.00	Legal Service
Ancel, Glink, Diamond, Bush, DiCianni &	00040574	30-Nov-18	\$200.00	Legal Service
Barker Motor Co.	00040525	15-Nov-18	\$1,944.34	Outside repair and Bus Parts
Barker Motor Co.	00040531	21-Nov-18	\$377.28	Bus Parts
Blue Cross and Blue Shield of Illinois	00040435	02-Nov-18	\$105,450.97	Insurance
Blue Cross and Blue Shield of Illinois	00040575	30-Nov-18	\$112,357.66	Insurance
Blue Springs, Inc	00040501	14-Nov-18	\$450.00	Bus Stop Portable Restroom
Brink's Incorporated	00040532	21-Nov-18	\$162.67	Consulting
Cardinal Infrastructure	00040502	14-Nov-18	\$6,000.00	Consulting
Central Illinois Trucks Inc.	00040436	02-Nov-18	\$905.24	Bus Parts
Central Illinois Trucks Inc.	00040468	09-Nov-18	\$473.29	Bus Parts
Central Illinois Trucks Inc.	00040503	14-Nov-18	\$286.03	Bus Parts
Central Illinois Trucks Inc.	00040533	21-Nov-18	\$176.38	Bus Parts
Central Illinois Trucks Inc.	00040576	30-Nov-18	\$204.92	Bus Parts
ChemStation of Indiana	00040437	02-Nov-18	\$358.00	Garage Supplies
CIRBN, LLC	00040534	21-Nov-18	\$347.84	Internet
City of Bloomington	00040438	02-Nov-18	\$855.35	Utilities
City of Bloomington	00040504	14-Nov-18	\$119.07	Utilities
City of Bloomington	00040577	30-Nov-18	\$549.88	Utilities
Clark Baird Smith, LLP	00040439	02-Nov-18	\$83.75	Legal Service
Clark Baird Smith, LLP	00040469	09-Nov-18	\$670.00	Legal Service
Clark Baird Smith, LLP	00040535	21-Nov-18	\$251.25	Legal Service
CliftonLarsonAllen LLP	00040470	09-Nov-18	\$8,100.00	Audit Services
Commerce Bank HSA	00040440	02-Nov-18	\$329.00	Health Savings Account
Commerce Bank HSA	00040471	09-Nov-18	\$532.00	Health Savings Account
Corn Belt Energy Corp.	00040441	02-Nov-18	\$4,159.51	Utilities
Corn Belt Energy Corp.	00040578	30-Nov-18	\$4,213.29	Utilities
Cornerstone Government Affairs	00040536	21-Nov-18	\$3,333.33	Consulting
Cummins Crosspoint	00040537	21-Nov-18	\$556.50	Bus Parts
Cumulus Media	00040538	21-Nov-18	\$750.00	Radio Advertising
D. Abbott, LLC	00040579	30-Nov-18	\$1,825.00	Building Maintenance



## Connect Transit Cash Disbursement Report November 2018

Name	Check Number	Date	Amount	Description
Dish Network	00040539	21-Nov-18	\$97.02	Television Service
Don Owen Tire Service, Inc.	00040442	02-Nov-18	\$38.00	Bus Parts
Eagle Automotive	00040581	30-Nov-18	\$58.64	Bus Parts
Evergreen FS	00040443	02-Nov-18	\$16,185.43	Fuel
Evergreen FS	00040472	09-Nov-18	\$16,467.64	Fuel
Evergreen FS	00040505	14-Nov-18	\$16,217.27	Fuel
Evergreen FS	00040541	21-Nov-18	\$18,317.15	Fuel
Evergreen FS	00040582	30-Nov-18	\$530.13	Fuel
Fastenal Company	00040473	09-Nov-18	\$53.64	Bus Parts
Fastenal Company	00040506	14-Nov-18	\$45.58	Bus Parts
Fastenal Company	00040542	21-Nov-18	\$387.55	Bus Parts
Fasteners Etc.	00040474	09-Nov-18	\$147.45	Maintenance Supplies
Fasteners Etc.	00040543	21-Nov-18	\$290.32	Maintenance Supplies
Fleet-Net Corporation	00040507	14-Nov-18	\$1,405.00	Software & Tech Support
Fleet-Net Corporation	00040544	21-Nov-18	\$1,405.00	Software & Tech Support
Frontier	00040508	14-Nov-18	\$955.04	Telephone
Frontier	00040545	21-Nov-18	\$387.71	Telephone
Gary Bachman	00040509	14-Nov-18	\$60.88	Uniform Reimbursement
Gary Bachman	00040583	30-Nov-18	\$21.74	Uniform Reimbursement
Genfare	00040510	14-Nov-18	\$312.46	Software and Hardware
Genfare	00040584	30-Nov-18	\$959.09	Software and Hardware
Gillig LLC	00040444	02-Nov-18	\$818.97	Bus Parts
Gillig LLC	00040475	09-Nov-18	\$32.19	Bus Parts
Gillig LLC	00040511	14-Nov-18	\$1,664.40	Bus Parts
Government Finance Officers Association	00040476	09-Nov-18	\$435.00	Dues & Publications
Great Plains Media	00040546	21-Nov-18	\$1,400.00	Radio Advertising
Hupp Toyota	00040547	21-Nov-18	\$106.55	Garage Equipment Repair
ICMA 457 Retirement Trust	ACH	08-Nov-18	\$26,666.95	Payroll Deduction
ICMA 457 Retirement Trust	ACH	21-Nov-18	\$26,997.14	Payroll Deduction
Illinois Department of Revenue	00040477	09-Nov-18	\$12,106.89	Payroll Deduction
Illinois Department of Revenue	00040548	21-Nov-18	\$12,140.09	Payroll Deduction
Illinois Labor Law Poster Service	00040549	21-Nov-18	\$79.50	Subscriptions
Illinois Oil Marketing Equipment, Inc.	00040445	02-Nov-18	\$1,475.00	Oil
Illinois State Disbursement Unit	00040478	09-Nov-18	\$1,368.64	Payroll Deduction
Illinois State Disbursement Unit	00040550	21-Nov-18	\$1,211.49	Payroll Deduction
iPROMOTEu	00040446	02-Nov-18	\$2,453.45	Advertising- Promotions
IWIN	00040447	02-Nov-18	\$284.00	Employee Physicals
Jesse Baxter	00040448	02-Nov-18	\$810.00	Software Licensing
Jesse Baxter	00040512	14-Nov-18	\$405.00	Software Licensing
Julie Dockham	00040479	09-Nov-18	\$228.90	Travel Reimbursement
Ken's Oil Service, Inc	00040449	02-Nov-18	\$2,319.33	Oil, Antifreeze
Ken's Oil Service, Inc	00040513	14-Nov-18	\$308.29	Oil, Antifreeze
Ken's Oil Service, Inc	00040551	21-Nov-18	\$255.66	Oil, Antifreeze
Ken's Oil Service, Inc	00040585	30-Nov-18	\$3,775.86	Oil, Antifreeze
Latney Brooks	00040586	30-Nov-18	\$23.84	Uniform Reimbursement
Leman Chevy City	00040450	02-Nov-18	\$1,060.56	Support Vehicles
Lewis, Yockey & Brown, Inc	00040480	09-Nov-18	\$14,331.55	Bus Shelters
Lewis, Yockey & Brown, Inc	00040514	14-Nov-18	\$3,682.51	Bus Shelters
LIFTOFF	00040515	14-Nov-18	\$960.00	Software Licensing
Midwest Construction Rentals	00040552	21-Nov-18	\$400.00	Maintenance Equipment



**Connect Transit  
Cash Disbursement Report  
November 2018**

Name	Check Number	Date	Amount	Description
Midwest Transit Equipment, Inc.	00040516	14-Nov-18	\$1,005.24	Bus Parts
Midwest Transit Equipment, Inc.	00040553	21-Nov-18	\$356.98	Bus Parts
Miller Janitor Supply	00040451	02-Nov-18	\$111.02	Maintenance Supplies
Miller Janitor Supply	00040554	21-Nov-18	\$152.32	Maintenance Supplies
Miller Janitor Supply	00040587	30-Nov-18	\$112.00	Maintenance Supplies
Minerva Promotions	00040453	02-Nov-18	\$1,575.00	Uniforms
Mohawk Mfg. & Supply Co.	00040555	21-Nov-18	\$32.36	Bus Parts
Mutual of Omaha	00040454	02-Nov-18	\$13,943.42	Life, AD&D, STD & LTD
Mutual of Omaha	00040588	30-Nov-18	\$15,251.36	Life, AD&D, STD & LTD
Napa Auto Parts	00040481	09-Nov-18	\$31.44	Bus Parts
Napa Auto Parts	00040556	21-Nov-18	\$468.67	Bus Parts
Neuhoff Media	00040557	21-Nov-18	\$1,312.00	Advertising- Media
New Flyer of America	00040589	30-Nov-18	\$3,900.00	Software Licensing
Nicor Gas	00040455	02-Nov-18	\$112.76	Utilities
Occupational Health Centralized Billing	00040558	21-Nov-18	\$184.50	Drug Testing
Occupational Health Centralized Billing	00040590	30-Nov-18	\$173.53	Drug Testing
Orkin Pest Control	00040482	09-Nov-18	\$561.60	Pest Control
Payroll	ACH	08-Nov-18	\$188,856.76	
Payroll	ACH	21-Nov-18	\$196,167.67	
Pinnacle Door	00040559	21-Nov-18	\$209.00	Door Repair
Pipco Companies, LTD	00040483	09-Nov-18	\$285.00	Building Maintenance
Pipco Companies, LTD	00040560	21-Nov-18	\$325.00	Building Maintenance
Prairie Signs	00040484	09-Nov-18	\$72.00	Outside Repair
Prairie Signs	00040517	14-Nov-18	\$2,665.00	Advertising- Promotions
Prairie Signs	00040561	21-Nov-18	\$786.00	Advertising- Promotions
Republic Services # 368	00040456	02-Nov-18	\$138.17	Garbage Disposal
Safety-Kleen Systems, Inc	00040457	02-Nov-18	\$285.92	Cleaning Supplies
Sam Leman	00040485	09-Nov-18	\$3,582.86	Outside Repair
Sam Leman	00040518	14-Nov-18	\$141.15	Outside Repair
Sam Leman	00040591	30-Nov-18	\$118.75	Outside Repair
Shelly Snider	00040562	21-Nov-18	\$132.79	Travel Reimbursement
Social Security Administration	00040486	09-Nov-18	\$60.00	Payroll Deduction
Social Security Administration	00040563	21-Nov-18	\$60.00	Payroll Deduction
Southtown Wrecker Service, Inc.,	00040487	09-Nov-18	\$525.00	Towing
Southtown Wrecker Service, Inc.,	00040519	14-Nov-18	\$85.00	Towing
Southtown Wrecker Service, Inc.,	00040564	21-Nov-18	\$330.00	Towing
Streator Onized Credit Union	00040488	09-Nov-18	\$347.25	Payroll Deduction
Streator Onized Credit Union	00040565	21-Nov-18	\$304.24	Payroll Deduction
Sunbelt Rentals	00040566	21-Nov-18	\$172.50	Machine Rentals
Supreme Radio Communications, Inc	00040489	09-Nov-18	\$6.74	Radio Maintenance
Tanner Bagley	00040490	09-Nov-18	\$118.00	Tool Reimbursement
The Aftermarket Parts Company LLC	00040458	02-Nov-18	\$3,952.98	Bus Parts
The Aftermarket Parts Company LLC	00040491	09-Nov-18	\$1,043.11	Bus Parts
The Aftermarket Parts Company LLC	00040520	14-Nov-18	\$796.62	Bus Parts
The Aftermarket Parts Company LLC	00040567	21-Nov-18	\$943.77	Bus Parts
The Aftermarket Parts Company LLC	00040592	30-Nov-18	\$1,013.07	Bus Parts
The Copy Shop	00040521	14-Nov-18	\$119.00	Printing
The Event Experience Company	00040459	02-Nov-18	\$82.50	Rental
Town of Normal	00040492	09-Nov-18	\$381.80	Utilities
Truck Centers, Inc.	00040493	09-Nov-18	\$1,056.56	Bus Parts



**Connect Transit  
Cash Disbursement Report  
November 2018**

<b>Name</b>	<b>Check Number</b>	<b>Date</b>	<b>Amount</b>	<b>Description</b>
Uline	00040494	09-Nov-18	\$714.53	Office Supplies
Uline	00040568	21-Nov-18	\$220.70	Office Supplies
UniFirst Corporation	00040460	02-Nov-18	\$247.16	Cleaning Uniforms & Rugs
UniFirst Corporation	00040495	09-Nov-18	\$247.16	Cleaning Uniforms & Rugs
UniFirst Corporation	00040522	14-Nov-18	\$247.16	Cleaning Uniforms & Rugs
UniFirst Corporation	00040569	21-Nov-18	\$265.86	Cleaning Uniforms & Rugs
UniFirst Corporation	00040593	30-Nov-18	\$247.16	Cleaning Uniforms & Rugs
United States Treasury	ACH	13-Nov-18	\$65,860.09	Federal Tax Payment
United States Treasury	ACH	27-Nov-18	\$65,978.14	Federal Tax Payment
Verizon Wireless	00040496	09-Nov-18	\$528.13	Mobile Data Terminals for SS
Visa - Commerce Bank	00040461	02-Nov-18	\$44.85	Legal
Visa - Commerce Bank	00040461	02-Nov-18	\$375.00	Consulting
Visa - Commerce Bank	00040461	02-Nov-18	\$38.08	Garage Maintenance Equipment
Visa - Commerce Bank	00040461	02-Nov-18	\$779.96	Support Vehicles
Visa - Commerce Bank	00040461	02-Nov-18	\$146.80	Building Maintenance
Visa - Commerce Bank	00040461	02-Nov-18	\$59.96	Advertising- Employment
Visa - Commerce Bank	00040461	02-Nov-18	\$1,350.00	Bus Parts- DR
Visa - Commerce Bank	00040461	02-Nov-18	\$11.20	Freight
Visa - Commerce Bank	00040461	02-Nov-18	\$123.93	General Building Supplies
Visa - Commerce Bank	00040461	02-Nov-18	\$4.34	Signs, Shelters & Benches
Visa - Commerce Bank	00040461	02-Nov-18	\$319.96	Software Licensing
Visa - Commerce Bank	00040461	02-Nov-18	\$1,780.00	Management Members
Visa - Commerce Bank	00040461	02-Nov-18	\$4,824.55	Travel & Meetings
Visa - Commerce Bank	00040461	02-Nov-18	\$61.79	Advertising- Promotions
Visa - Commerce Bank	00040461	02-Nov-18	\$322.31	Safety/Training
Vision Service Plan (IL)	00040594	30-Nov-18	\$921.68	Vision Insurance
Watts Copy Systems, Inc	00040497	09-Nov-18	\$702.97	Copier Lease
WGLT	00040570	21-Nov-18	\$600.00	Radio Advertising

Total: \$1,053,460.12

# Bloomington Normal Public Transit

## Balance Sheet

Fiscal Year: 2019

Period 5

November - 2018

Division: 99 Board Reports

As of: 11/30/2018

### Assets

#### Current Assets

Checking and Savings	\$7,422,342.38
Accounts Receivable	(\$246,262.68)
Inventory Asset - Fuel	\$52,361.79
Inventory Asset - Parts	\$144,814.18
Inventory Asset - Tires	\$0.00
Other Current Assets	\$272,697.25

**Total Current Assets** **\$7,645,952.92**

Fixed Assets \$21,640,877.77

**Total Assets** **\$29,286,830.69**

### Liabilities & Equity

#### Liabilities

Accounts Payable	\$236,000.35
Payroll Liabilities	\$1,084,523.20
Contracts	\$0.00
Due to Illinois Funds Account	\$0.00
Deferred Revenue	\$119,887.76
Deficit Funding Advance	\$0.00

**Total Liabilities** **\$1,440,411.31**

#### EQUITY

Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00

**Total Equity** **\$19,253,945.39**

Retained Earnings \$8,592,473.99

**Total Liabilities & Equity** **\$29,286,830.69**

# Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2019	Period 5	Division: 98 Operating Profit/Loss		As of: 11/30/2018	
		November - 2018	Jul-2018 Thru Nov-2018 Year To Date	Approved Budget	Approved Budget
<b>Operating Revenue</b>					
Passenger Fares		\$54,683.52	\$292,948.34	44.79%	\$654,000.00
ISU Contract Fare		\$45,416.66	\$227,083.30	41.67%	\$545,000.00
Other Contract Fares		\$7,400.38	\$44,613.02	23.48%	\$190,000.00
Advertising Revenue		\$6,370.55	\$40,239.70	23.33%	\$172,500.00
Miscellaneous Revenue		\$285.53	\$11,366.88	324.77%	\$3,500.00
<b>Total Operating Revenue</b>		<b>\$114,156.64</b>	<b>\$616,251.24</b>	<b>39.38%</b>	<b>\$1,565,000.00</b>
<b>Operating Expenses</b>					
Operators Wages		\$457,563.16	\$2,338,591.77	42.43%	\$5,512,000.00
Maintenance Wages		\$84,901.25	\$450,642.35	37.84%	\$1,191,000.00
Administration Wages		\$66,263.73	\$322,830.54	31.53%	\$1,024,000.00
Employer Payroll Tax Expense		\$45,930.28	\$235,961.69	37.28%	\$633,000.00
Retirement Plan		\$24,205.92	\$122,045.82	33.16%	\$368,000.00
Group Insurance		\$112,010.57	\$586,642.73	35.40%	\$1,657,000.00
Uniform Expense		\$1,343.22	\$12,766.61	35.46%	\$36,000.00
Professional Services		\$10,048.83	\$147,298.50	45.32%	\$325,000.00
Outside Repair-Labor		\$3,746.84	\$21,244.98	18.97%	\$112,000.00
Contract Maintenance Services		\$6,583.76	\$30,945.81	26.45%	\$117,000.00
Custodial Services		\$718.43	\$5,865.23	36.66%	\$16,000.00
Employee Recruiting/Testing/Temp Help		\$770.78	\$4,912.82	40.94%	\$12,000.00
Fuel		\$60,887.95	\$316,378.63	35.27%	\$897,000.00
Lubricants		\$1,702.31	\$9,471.18	21.53%	\$44,000.00
Tires		\$6,831.09	\$32,767.92	36.01%	\$91,000.00
Bus Repair Parts		\$19,609.30	\$89,720.14	46.01%	\$195,000.00
Other Materials & Supplies		\$2,853.98	\$14,792.53	25.95%	\$57,000.00
Shelters/Signs/Shop Tools		\$2,310.56	\$6,087.62	60.88%	\$10,000.00
Computer and Office Supplies		\$56,179.36	\$101,844.70	64.05%	\$159,000.00
Utilities		\$7,579.78	\$37,053.19	26.66%	\$139,000.00
Corporate Insurance		\$34,307.55	\$149,927.23	55.94%	\$268,000.00
Dues/Subscriptions/Fees		\$3,726.50	\$37,486.43	74.97%	\$50,000.00
Printing/Marketing/Training		\$10,251.76	\$84,078.62	31.37%	\$268,000.00
<b>Total Operating Expenses</b>		<b>\$1,020,326.91</b>	<b>\$5,159,357.04</b>	<b>39.14%</b>	<b>\$13,181,000.00</b>
<b>Operating Assistance</b>					
Operating Deficit Before Subsidies and Grants		(\$906,170.27)	(\$4,543,105.80)	39.11%	(\$11,616,000.00)
City of Bloomington Operating Assistance		\$50,833.33	\$254,166.65	41.67%	\$610,000.00
Town of Normal Operating Assistance		\$32,500.00	\$162,500.00	41.67%	\$390,000.00
Illinois Downstate Operating Assistance		\$657,045.00	\$3,320,871.00	39.15%	\$8,482,000.00
FTA 5307 Operating Assistance		\$153,622.00	\$741,013.00	37.01%	\$2,002,000.00
<b>Total Operating Assistance</b>		<b>\$894,000.33</b>	<b>\$4,478,550.65</b>	<b>39.00%</b>	<b>\$11,484,000.00</b>

Connect Transit  
Local Capital and Self-Insurance Fund Balance  
November 2018

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
11/01/18	Beginning Balance	\$ 1,064,187.32
11/30/18	Additions - Interest Income	\$ 131.20
11/30/18	Ending Balance	<u>\$ 1,064,318.52</u>
<b>Total Reserve Capital Account</b>		<u><u>\$ 1,064,318.52</u></u>

**Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):**

	<u>FY19 Received</u>	<u>FY19 Receivable</u>
	<u>11/30/2018</u>	<u>11/30/2018</u>
Bloomington	\$ 248,958.30	\$ -
Normal	\$ 202,737.50	\$ -
Total YTD	<u>\$ 451,695.80</u>	<u>\$ -</u>

<b><u>Local Capital Reserve Fund Balance - Account Value</u></b>		
<u>11/30/18</u>	Cash Balance	\$ 1,064,318.52
<u>11/30/18</u>	Loans to Operating	\$ 2,980,249.22
<u>11/30/18</u>	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
<u>11/30/18</u>	Ending Balance	<u>\$ 4,004,567.74</u>



December 2018

# Financial and Statistical Reports



**Connect Transit  
Cash Disbursement Report  
December 2018**

Name	Check Number	Date	Amount	Description
A.T.U. - C.O.P.E.	00040595	07-Dec-18	\$141.90	Payroll Deduction
Ace-Hi Glass Co.	00040627	14-Dec-18	\$810.00	Glass
Advance Auto Parts	00040596	07-Dec-18	\$100.83	Maintenance Supplies
Advance Auto Parts	00040640	14-Dec-18	\$42.64	Maintenance Supplies
Advance Auto Parts	00040650	20-Dec-18	\$680.11	Maintenance Supplies
Ally Financial	00040642	14-Dec-18	\$196.08	Lease
Amalgamated Transit Union Local 752	00040597	07-Dec-18	\$6,663.20	Payroll Deduction
Amazon Capital Service	00040598	07-Dec-18	\$1,127.68	Office Supplies
Amazon Capital Service	00040651	20-Dec-18	\$500.95	Office Supplies
Ancel, Glink, Diamond, Bush, DiCianni &	00040652	20-Dec-18	\$150.00	Legal Service
Assurance Agency, Ltd.	00040628	14-Dec-18	\$41.00	Insurance
Assurance Agency, Ltd.	00040653	20-Dec-18	\$97,390.00	Insurance
Avail Technologies	00040635	14-Dec-18	\$1,405.00	Software & Tech Support
Barker Motor Co.	00040654	20-Dec-18	\$44.39	Bus Parts
Brink's Incorporated	00040655	20-Dec-18	\$168.23	Consulting
Canvas Solutions, Inc.	00040626	07-Dec-18	\$5,761.41	Software Licensing
Central Illinois Flying Aces	00040656	20-Dec-18	\$2,100.00	Advertising- Media
Central Illinois Trucks Inc.	00040599	07-Dec-18	\$3,474.70	Bus Parts
Central Illinois Trucks Inc.	00040629	14-Dec-18	\$516.17	Bus Parts
Central Illinois Trucks Inc.	00040657	20-Dec-18	\$1,605.86	Bus Parts
CIRBN, LLC	00040658	20-Dec-18	\$347.84	Internet
City of Bloomington	00040659	20-Dec-18	\$119.07	Utilities
Clark Baird Smith, LLP	00040660	20-Dec-18	\$251.25	Legal Service
Commerce Bank HSA	00040661	20-Dec-18	\$8,952.00	Health Savings Accounts
Corn Belt Energy Corp.	00040662	20-Dec-18	\$4,261.22	Utilities
Cornerstone Government Affairs	00040648	14-Dec-18	\$3,333.33	Consulting
Cummins Crosspoint	00040600	07-Dec-18	\$488.91	Bus Parts
Cummins Crosspoint	00040630	14-Dec-18	\$409.55	Bus Parts
Cummins Crosspoint	00040663	20-Dec-18	\$677.63	Bus Parts
Cumulus Media	00040664	20-Dec-18	\$750.00	Radio Advertising
Don Owen Tire Service, Inc.	00040601	07-Dec-18	\$585.02	Bus Parts
Evergreen FS	00040602	07-Dec-18	\$16,432.65	Fuel
Evergreen FS	00040631	14-Dec-18	\$16,171.32	Fuel
Evergreen FS	00040665	20-Dec-18	\$31,243.45	Fuel
Fastenal Company	00040603	07-Dec-18	\$84.98	Bus Parts
Fastenal Company	00040666	20-Dec-18	\$167.56	Bus Parts
Fasteners Etc.	00040604	07-Dec-18	\$303.54	Maintenance Supplies
FMLASource	00040667	20-Dec-18	\$3,057.12	Consulting
Frontier	00040668	20-Dec-18	\$929.25	Telephone
Gatekeeper Systems, INC.	00040639	14-Dec-18	\$7,650.15	Bus Parts
Gateway Truck & Refrigeration	00040669	20-Dec-18	\$500.99	Air Conditioning System
Great Plains Media	00040638	14-Dec-18	\$1,400.00	Radio Advertising
Greatland Corporation	00040646	14-Dec-18	\$158.79	Office Supplies
Heritage Machine & Welding, Inc.	00040670	20-Dec-18	\$60.00	Bus Parts
ICMA- 457 Retirement Trust	ACH	06-Dec-18	\$27,019.90	Payroll Deduction
ICMA- 457 Retirement Trust	ACH	20-Dec-18	\$26,911.75	Payroll Deduction
Illinois Department of Revenue	00040605	07-Dec-18	\$12,338.38	Payroll Deduction
Illinois Department of Revenue	00040671	20-Dec-18	\$11,950.49	Payroll Deduction
Illinois Department of Revenue	00040672	20-Dec-18	\$362.15	Wage Garnishment



## Connect Transit Cash Disbursement Report December 2018

Name	Check Number	Date	Amount	Description
Illinois State Disbursement Unit	00040606	07-Dec-18	\$1,054.33	Payroll Deduction
Illinois State Disbursement Unit	00040673	20-Dec-18	\$1,054.33	Payroll Deduction
Interstate Batteries of Mid-Illinois	00040674	20-Dec-18	\$637.47	Bus Parts
Jesse Baxter	00040649	14-Dec-18	\$405.00	Software Licensing
John Born	00040675	20-Dec-18	\$55.00	Uniform Reimbursement
Kay Lanter	00040676	20-Dec-18	\$100.00	Uniform Reimbursement
Ken's Oil Service, Inc	00040607	07-Dec-18	\$122.06	Oil, Antifreeze
Ken's Oil Service, Inc	00040643	14-Dec-18	\$292.10	Oil, Antifreeze
Ken's Oil Service, Inc	00040677	20-Dec-18	\$2,253.23	Oil, Antifreeze
Kirby Risk Corporation	00040678	20-Dec-18	\$722.94	Bus Parts
Larry Spence	00040608	07-Dec-18	\$58.68	Uniform Reimbursement
Lewis, Yockey & Brown, Inc	00040609	07-Dec-18	\$16,788.80	Bus Shelters
Lewis, Yockey & Brown, Inc	00040644	14-Dec-18	\$2,135.30	Bus Shelters
Michelin North America, Inc	00040610	07-Dec-18	\$6,831.09	Tires
Midwest Equipment II	00040611	07-Dec-18	\$60.95	Lawn Maintenance Equipment
Miller Janitor Supply	00040632	14-Dec-18	\$138.08	Maintenance Supplies
Miller Janitor Supply	00040679	20-Dec-18	\$103.96	Maintenance Supplies
Minerva Promotions	00040680	20-Dec-18	\$190.00	Uniforms
Moe's Southwest Grill	00040681	20-Dec-18	\$1,350.00	Employee Recognition
Morris Avenue Garage	00040612	07-Dec-18	\$75.00	Vehicle Inspection
Morris Avenue Garage	00040682	20-Dec-18	\$100.00	Vehicle Inspection
Neuhoff Media	00040683	20-Dec-18	\$1,340.00	Advertising- Media
Oberlander Alarm Systems, Inc.	00040613	07-Dec-18	\$208.00	Security Alarm Service Fee
Occupational Health Centralized Billing	00040684	20-Dec-18	\$460.00	Drug Testing
Orkin Pest Control	00040614	07-Dec-18	\$560.80	Pest Control
Payroll	ACH	06-Dec-18	\$192,936.74	
Payroll	ACH	20-Dec-18	\$193,278.47	
Piercy Auto Body	00040637	14-Dec-18	\$4,972.33	Outside Repair
Prairie Signs	00040615	07-Dec-18	\$1,680.00	Outside Repair
R.R. Hafley Crane Service Inc	00040647	14-Dec-18	\$1,040.00	Bus Shelters
Redbird Sports Properties, LLC	00040645	14-Dec-18	\$2,100.00	Advertising- Media
Republic Services # 368	00040616	07-Dec-18	\$157.63	Garbage Disposal
Roberts Trophies	00040617	07-Dec-18	\$13.98	Admin Uniforms
Sam Leman	00040618	07-Dec-18	\$95.00	Outside Repair
Social Security Administration	00040619	07-Dec-18	\$60.00	Payroll Deduction
Social Security Administration	00040685	20-Dec-18	\$60.00	Payroll Deduction
Southtown Wrecker Service, Inc.,	00040686	20-Dec-18	\$95.00	Towing
Syncromatics Corportaion	00040620	07-Dec-18	\$46,071.00	Software Licensing
The Aftermarket Parts Company LLC	00040633	14-Dec-18	\$3,800.50	Bus Parts
The Aftermarket Parts Company LLC	00040687	20-Dec-18	\$3,952.99	Bus Parts
Thermo King Quad Cities, Inc.	00040688	20-Dec-18	\$108.38	Bus Parts
Town of Normal	00040634	14-Dec-18	\$381.80	Utilites
Town Square Publications	00040689	20-Dec-18	\$495.00	Advertising- Promotions
UniFirst Corporation	00040621	07-Dec-18	\$247.16	Cleaning Uniforms & Rugs
UniFirst Corporation	00040641	14-Dec-18	\$361.73	Cleaning Uniforms & Rugs
UniFirst Corporation	00040690	20-Dec-18	\$645.41	Cleaning Uniforms & Rugs
United Parcel Service	00040636	14-Dec-18	\$31.46	Shipping
United States Department of Treasury	ACH	11-Dec-18	\$66,819.97	Federal Tax
United States Department of Treasury	ACH	26-Dec-18	\$64,430.40	Federal Tax



Connect Transit  
Cash Disbursement Report  
December 2018

Name	Check Number	Date	Amount	Description
Veritech, Inc	00040622	07-Dec-18	\$1,528.00	Bus Parts
Verizon Wireless	00040623	07-Dec-18	\$528.13	Mobile Data Terminals for SS
Visa - Commerce Bank	00040624	07-Dec-18	\$13.00	Legal
Visa - Commerce Bank	00040624	07-Dec-18	\$436.90	Building Maintenance
Visa - Commerce Bank	00040624	07-Dec-18	\$126.28	Advertising- Employment
Visa - Commerce Bank	00040624	07-Dec-18	\$227.42	Bus Parts- DR
Visa - Commerce Bank	00040624	07-Dec-18	\$502.68	Freight
Visa - Commerce Bank	00040624	07-Dec-18	\$39.94	General Building Supplies
Visa - Commerce Bank	00040624	07-Dec-18	\$21.73	Computer Hardware
Visa - Commerce Bank	00040624	07-Dec-18	\$319.96	Software Licensing
Visa - Commerce Bank	00040624	07-Dec-18	\$2,450.00	Management Memberships
Visa - Commerce Bank	00040624	07-Dec-18	\$993.35	Travel & Meetings
Visa - Commerce Bank	00040624	07-Dec-18	\$176.22	Advertising- Promotions
Visa - Commerce Bank	00040624	07-Dec-18	\$304.49	Misc Expense
Watts Copy Systems, Inc	00040625	07-Dec-18	\$831.67	Copier Lease
WGLT	00040691	20-Dec-18	\$600.00	Radio Advertising
	Grand Total		\$929,870.28	

# Bloomington Normal Public Transit

## Balance Sheet

Fiscal Year: 2019

Period 6

December - 2018

Division: 99 Board Reports

As of: 12/31/2018

### Assets

#### Current Assets

Checking and Savings	\$6,556,171.55
Accounts Receivable	\$781,172.22
Inventory Asset - Fuel	\$42,039.66
Inventory Asset - Parts	\$142,221.44
Inventory Asset - Tires	\$0.00
Other Current Assets	\$313,475.85

**Total Current Assets** \$7,835,080.72

Fixed Assets \$21,667,481.41

**Total Assets** \$29,502,562.13

### Liabilities & Equity

#### Liabilities

Accounts Payable	\$334,357.31
Payroll Liabilities	\$1,128,293.61
Contracts	\$0.00
Due to Illinois Funds Account	\$0.00
Deferred Revenue	\$115,005.21
Deficit Funding Advance	\$0.00

**Total Liabilities** \$1,577,656.13

#### EQUITY

Fixed Asset Equity	\$12,483,532.77
Unreserved Fund Equity	\$6,750,412.62
Underground Petroleum Storage	\$20,000.00

**Total Equity** \$19,253,945.39

Retained Earnings \$8,670,960.61

**Total Liabilities & Equity** \$29,502,562.13

# Bloomington Normal Public Transit Income Statement With Approved Budget

Fiscal Year: 2019	Period 6	Division: 98 Operating Profit/Loss		As of: 12/31/2018	
		December - 2018	Jul-2018 Thru Dec-2018 Year To Date	Approved Budget	Approved Budget
<b>Operating Revenue</b>					
Passenger Fares	\$59,420.86	9.09%	\$352,369.20	53.88%	\$654,000.00
ISU Contract Fare	\$45,416.66	8.33%	\$272,499.96	50.00%	\$545,000.00
Other Contract Fares	\$11,978.75	6.30%	\$56,591.77	29.79%	\$190,000.00
Advertising Revenue	\$10,520.55	6.10%	\$50,760.25	29.43%	\$172,500.00
Miscellaneous Revenue	\$160.23	4.58%	\$11,527.11	329.35%	\$3,500.00
<b>Total Operating Revenue</b>	<b>\$127,497.05</b>	<b>8.15%</b>	<b>\$743,748.29</b>	<b>47.52%</b>	<b>\$1,565,000.00</b>
<b>Operating Expenses</b>					
Operators Wages	\$459,162.15	8.33%	\$2,797,753.92	50.76%	\$5,512,000.00
Maintenance Wages	\$84,045.68	7.06%	\$534,688.03	44.89%	\$1,191,000.00
Administration Wages	\$67,052.04	6.55%	\$389,882.58	38.07%	\$1,024,000.00
Employer Payroll Tax Expense	\$45,486.58	7.19%	\$281,448.27	44.46%	\$633,000.00
Retirement Plan	\$24,264.64	6.59%	\$146,310.46	39.76%	\$368,000.00
Group Insurance	\$120,274.58	7.26%	\$706,917.31	42.66%	\$1,657,000.00
Uniform Expense	\$1,269.75	3.53%	\$14,036.36	38.99%	\$36,000.00
Professional Services	\$12,555.40	3.86%	\$159,853.90	49.19%	\$325,000.00
Outside Repair-Labor	\$8,938.13	7.98%	\$30,183.11	26.95%	\$112,000.00
Contract Maintenance Services	\$13,880.69	11.86%	\$44,826.50	38.31%	\$117,000.00
Custodial Services	\$356.17	2.23%	\$6,221.40	38.88%	\$16,000.00
Employee Recruiting/Testing/Temp Help	\$151.81	1.27%	\$5,064.63	42.21%	\$12,000.00
Fuel	\$58,682.39	6.54%	\$375,061.02	41.81%	\$897,000.00
Lubricants	\$3,995.57	9.08%	\$13,466.75	30.61%	\$44,000.00
Tires	\$6,493.05	7.14%	\$39,260.97	43.14%	\$91,000.00
Bus Repair Parts	\$14,919.47	7.65%	\$104,639.61	53.66%	\$195,000.00
Other Materials & Supplies	\$3,587.79	6.29%	\$18,380.32	32.25%	\$57,000.00
Shelters/Signs/Shop Tools	\$314.55	3.15%	\$6,402.17	64.02%	\$10,000.00
Computer and Office Supplies	\$35,528.53	22.34%	\$137,373.23	86.40%	\$159,000.00
Utilities	\$9,961.56	7.17%	\$47,014.75	33.82%	\$139,000.00
Corporate Insurance	\$31,920.34	11.91%	\$181,847.57	67.85%	\$268,000.00
Dues/Subscriptions/Fees	\$125.00	0.25%	\$37,611.43	75.22%	\$50,000.00
Printing/Marketing/Training	\$14,274.05	5.33%	\$98,352.67	36.70%	\$268,000.00
<b>Total Operating Expenses</b>	<b>\$1,017,239.92</b>	<b>7.72%</b>	<b>\$6,176,596.96</b>	<b>46.86%</b>	<b>\$13,181,000.00</b>
<b>Operating Assistance</b>					
Operating Deficit Before Subsidies and Grants	(\$889,742.87)	7.66%	(\$5,432,848.67)	46.77%	(\$11,616,000.00)
City of Bloomington Operating Assistance	\$50,833.33	8.33%	\$304,999.98	50.00%	\$610,000.00
Town of Normal Operating Assistance	\$32,500.00	8.33%	\$195,000.00	50.00%	\$390,000.00
Illinois Downstate Operating Assistance	\$655,123.00	7.72%	\$3,975,994.00	46.88%	\$8,482,000.00
FTA 5307 Operating Assistance	\$139,434.00	6.96%	\$880,447.00	43.98%	\$2,002,000.00
<b>Total Operating Assistance</b>	<b>\$877,890.33</b>	<b>7.64%</b>	<b>\$5,356,440.98</b>	<b>46.64%</b>	<b>\$11,484,000.00</b>

Connect Transit  
Local Capital and Self-Insurance Fund Balance  
December 2018

<u>Local Capital</u>	<u>Commerce Bank - Cash Balance</u>	
12/01/18	Beginning Balance	\$ 1,064,318.52
12/31/18	Additions - Interest Income	\$ 135.59
12/31/18	Ending Balance	<u>\$ 1,064,454.11</u>
<b>Total Reserve Capital Account</b>		<u><u>\$ 1,064,454.11</u></u>

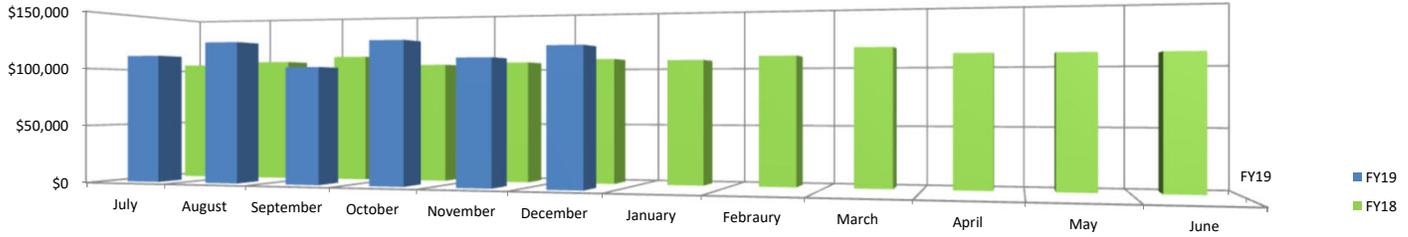
**Breakdown of Local Funding in Local Capital #2 (Earmarked Funds):**

	<u>FY19 Received</u> <u>12/31/2018</u>	<u>FY19 Receivable</u> <u>12/31/2018</u>
Bloomington	\$ 248,958.30	\$ 49,791.66
Normal	\$ 202,737.50	\$ 40,547.50
Total YTD	<u>\$ 451,695.80</u>	<u>\$ 90,339.16</u>

<b><u>Local Capital Reserve Fund Balance - Account Value</u></b>		
<u>12/31/18</u>	Cash Balance	\$ 1,064,454.11
<u>12/31/18</u>	Loans to Operating	\$ 2,980,249.22
<u>12/31/18</u>	Reserve fund for underground storage tank (Cap. I)	\$ (40,000.00)
<u>12/31/18</u>	Ending Balance	<u>\$ 4,004,703.33</u>

# Financial Reports

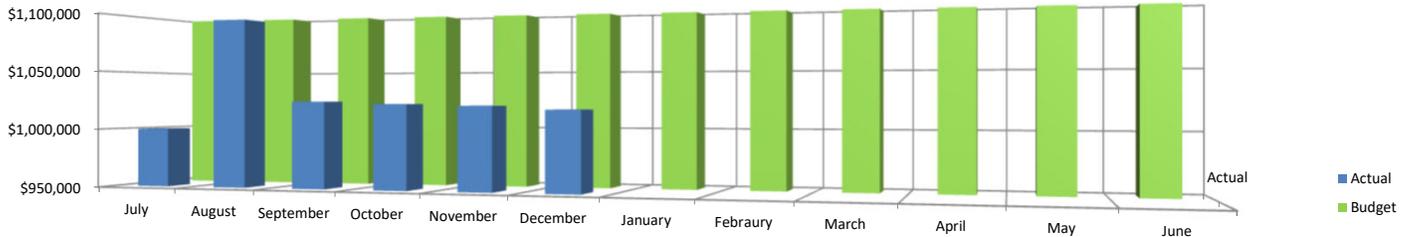
## Transit Fare



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	\$111,416	\$122,580	\$100,493	\$122,655	\$107,501	\$116,816						
FY18	\$104,830	\$107,448	\$111,692	\$103,871	\$105,390	\$107,762	\$106,388	\$109,339	\$115,744	\$110,241	\$110,211	\$110,224

Notes: ISU revenue increased \$833 in December 2018 from December 2017. Other Contract Fares revenue increased \$2,950 in December 2018 from December 2017 due to Heartland Community College and Medicare. Total Cash Fares increased \$2,677 in December 2018 from December 2017. Total Pass Fares increased \$3,148 in December 2018 from December 2017.

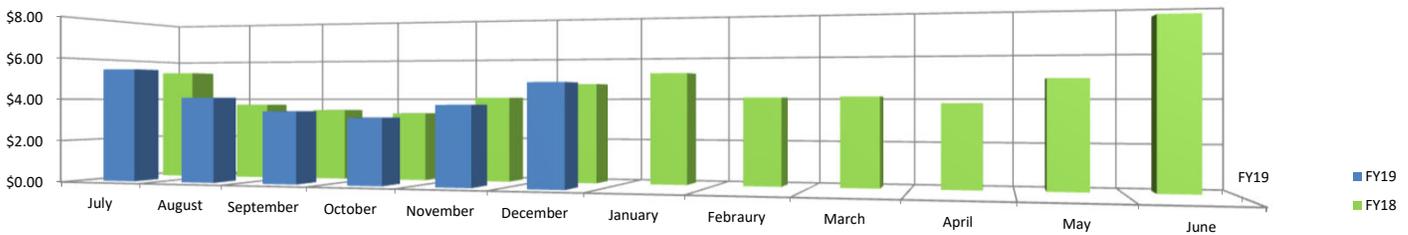
## Operating Expenses



	July	August	September	October	November	December	January	February	March	April	May	June
Actual	\$999,862	\$1,093,708	\$1,023,682	\$1,021,598	\$1,020,327	\$1,017,240						
Budget	\$1,098,417	\$1,098,417	\$1,098,416	\$1,098,417	\$1,098,417	\$1,098,416	\$1,098,417	\$1,098,417	\$1,098,416	\$1,098,417	\$1,098,417	\$1,098,416

Notes:

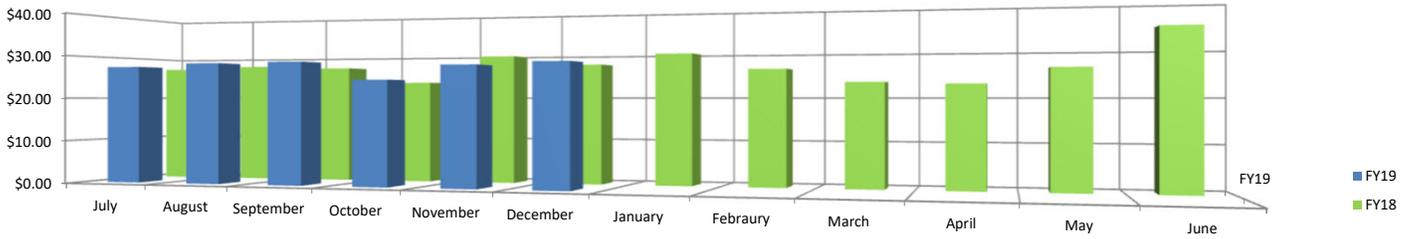
## Fixed Route Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	\$5.46	\$4.07	\$3.42	\$3.13	\$3.74	\$4.76						
FY18	\$5.36	\$3.71	\$3.44	\$3.29	\$4.07	\$4.72	\$5.22	\$4.08	\$4.12	\$3.82	\$4.91	\$7.60

Notes: Expenses increased \$64,044 in December 2018 from December 2017. Trips increased 12,359 in December 2018 from December 2017.

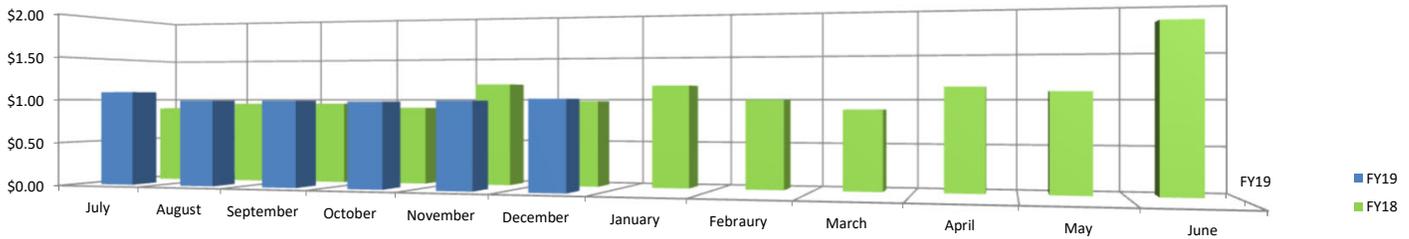
### Connect Mobility Cost Per Unlinked Passenger Trip



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	\$27.37	\$28.11	\$28.31	\$24.12	\$27.38	\$27.98						
FY18	\$27.17	\$27.77	\$27.27	\$23.67	\$29.84	\$27.74	\$30.12	\$26.52	\$23.54	\$23.13	\$26.55	\$35.01

Notes: Expenses increased \$15,034 in December 2018 from December 2017. Trips increased by 480 in December 2018 from December 2017.

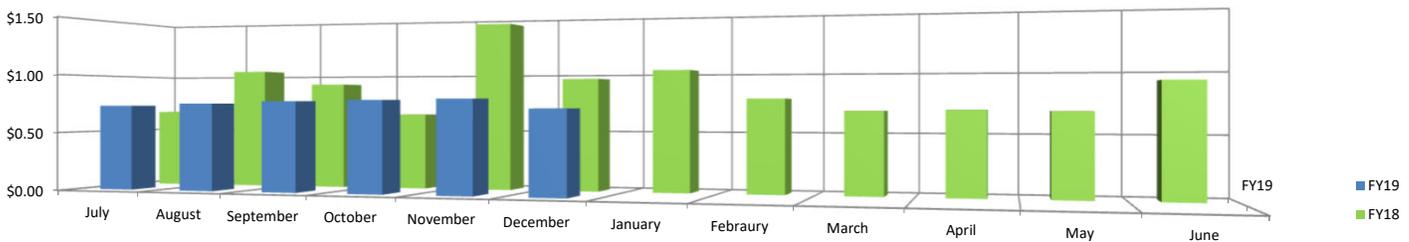
### Fixed Route Cost Per Maintenance Mile (Excluding Fuel) Unaudited



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	\$1.09	\$0.99	\$0.99	\$0.98	\$0.99	\$1.01						
FY18	\$0.89	\$0.95	\$0.95	\$0.90	\$1.18	\$0.98	\$1.16	\$1.00	\$0.89	\$1.14	\$1.09	\$1.82

Notes: Fixed Route maintenance expense increased \$1,654 in December 2018 from December 2017. Fixed Route miles decreased 948 in December 2018 from December 2017.

### Connect Mobility Cost Per Maintenance Mile (Excluding Fuel) Unaudited

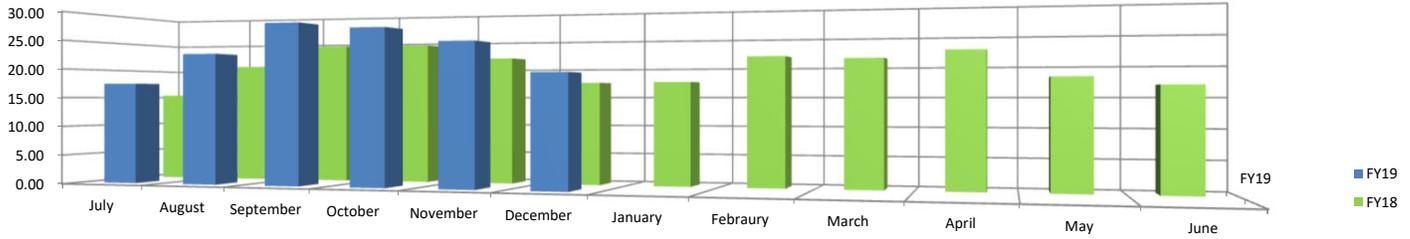


	July	August	September	October	November	December	January	February	March	April	May	June
FY19	\$0.73	\$0.75	\$0.77	\$0.78	\$0.79	\$0.71						
FY18	\$0.67	\$1.04	\$0.92	\$0.65	\$1.44	\$0.96	\$1.03	\$0.79	\$0.69	\$0.70	\$0.69	\$0.93

Notes: Connect Mobility maintenance expense decreased \$564 in December 2018 from December 2017. Mobility miles increased 8,850 in December 2018 from December 2017.

# Operations Reports

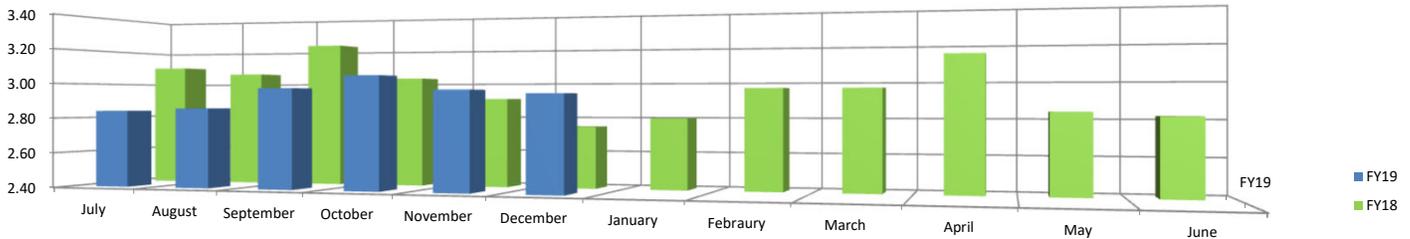
## Fixed Route Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	17.44	22.54	27.68	26.69	24.25	19.08						
FY18	15.34	20.67	24.27	24.29	21.84	17.53	17.63	21.83	21.43	22.66	18.31	17.01

Notes: Fixed route boardings per revenue hour increased 11.03% or 2.41 boardings in November 2018 over November 2017. Fixed route boardings per revenue hour increased 8.8% or 1.55 boardings in December 2018 over December 2017. This is the average boardings per revenue hour for all fixed route service in November and December.

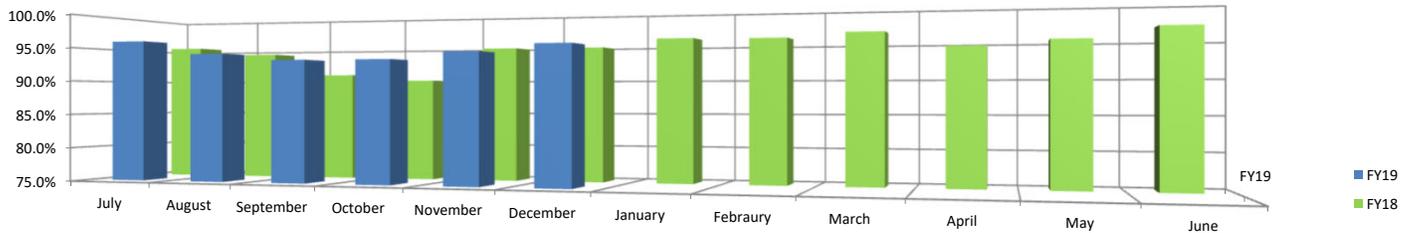
## Connect Mobility Passengers Per Hour



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	2.84	2.85	2.97	3.04	2.96	2.94						
FY18	3.10	3.06	3.23	3.03	2.91	2.75	2.80	2.97	2.97	3.15	2.84	2.82

Notes: Mobility boardings per revenue hour in November 2018 increased 1.69%, mileage increase by 3.4%, and passenger trips increased by 174 trips. Mobility boardings per revenue hour in December 2018 increased 6.4%, mileage increase by 2.4%, and passenger trips increased by 174 trips.

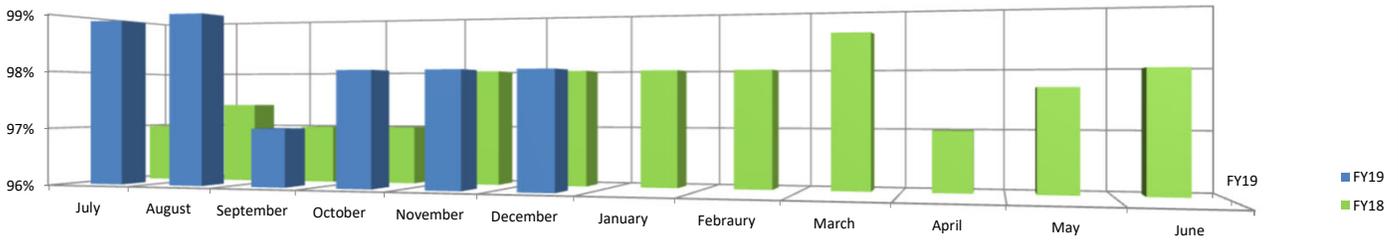
## Fixed Route On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	96.0%	94.0%	93.0%	93.0%	94.0%	95.0%						
FY18	95.4%	94.3%	91.0%	90.1%	94.9%	94.9%	96.1%	96.0%	96.7%	94.6%	95.4%	97.0%

Notes:

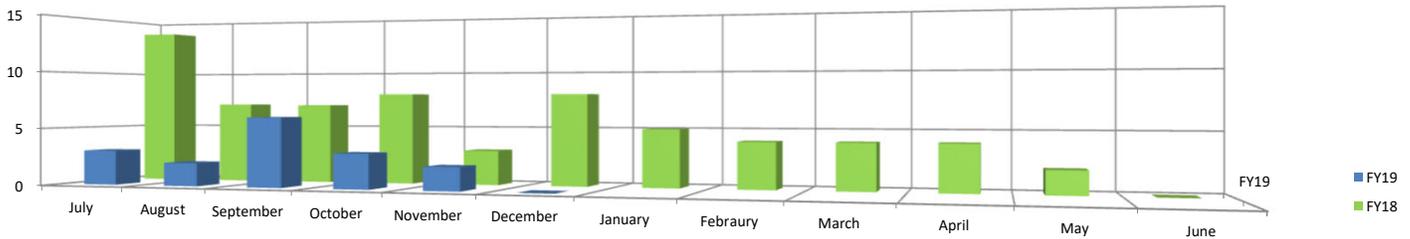
### Connect Mobility On Time Performance



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	99%	99%	97%	98%	98%	98%						
FY18	97%	97%	97%	97%	98%	98%	98%	98%	99%	97%	98%	98%

Notes:

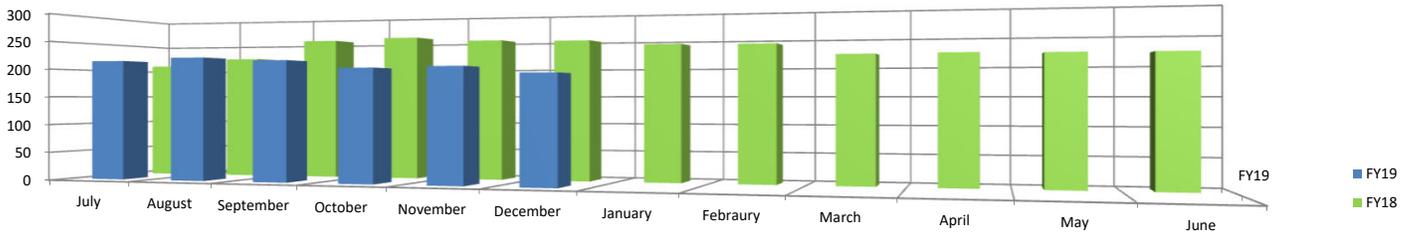
### Validated Complaints Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	3	2	6	3	2	0						
FY18	14	7	7	8	3	8	5	4	4	4	2	0

Notes:

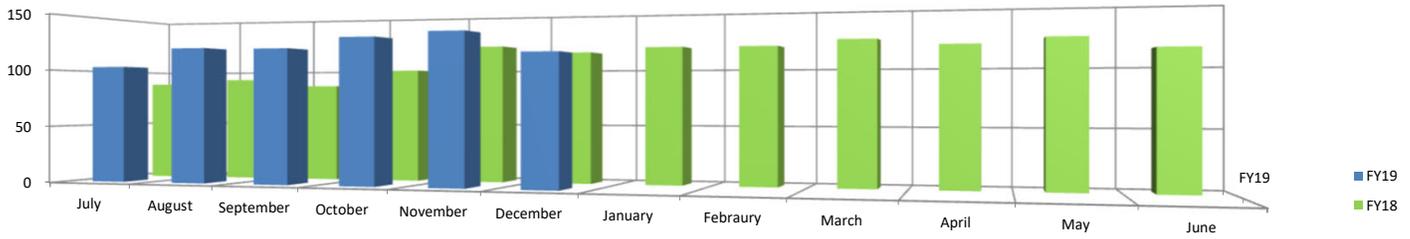
### Fixed Route Average Daily Phone Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	215	220	214	200	202	190						
FY18	209	222	255	259	252	250	242	241	222	223	222	222

Notes:

### Connect Mobility Average Daily Phone Calls

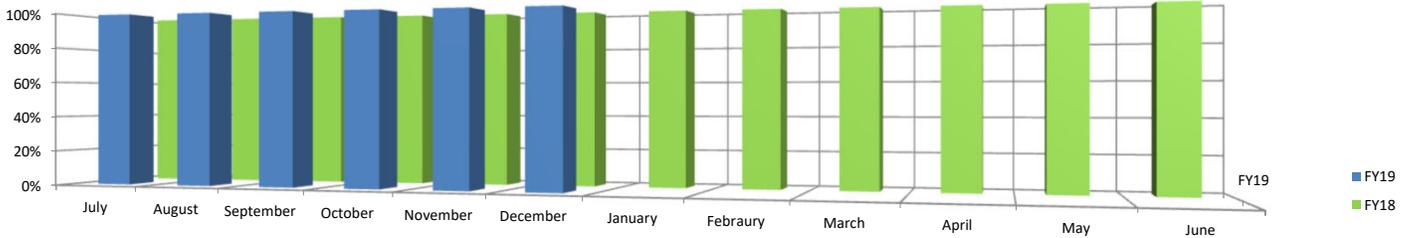


	July	August	September	October	November	December	January	February	March	April	May	June
FY19	103	119	118	127	131	113						
FY18	88	92	86	100	121	115	119	119	124	119	124	115

Notes:

### Maintenance Reports

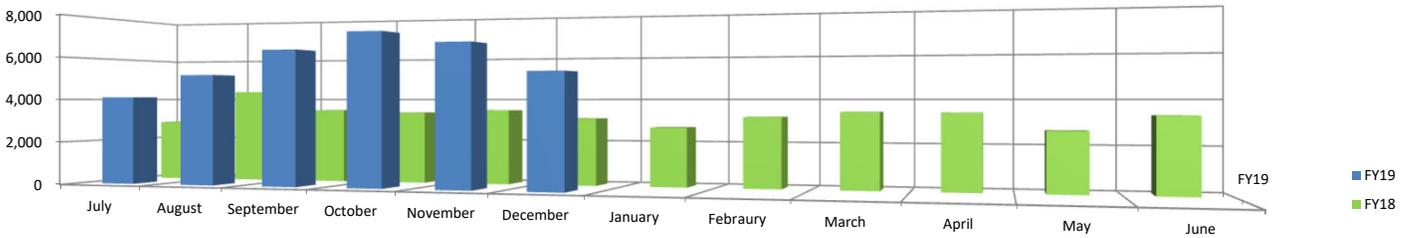
#### Percent Preventative Maintenance Performed On Time



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	100%	100%	100%	100%	100%	100%						
FY18	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

Notes:

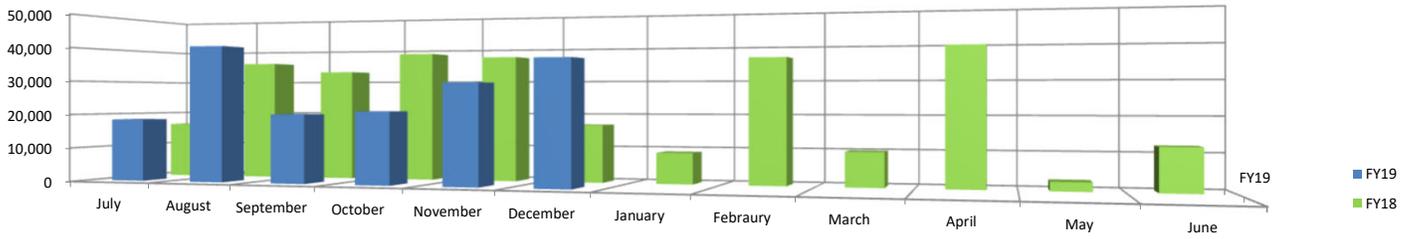
#### Fixed Route Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	4,098	5,139	6,281	7,067	6,541	5,238						
FY18	2,851	4,365	3,466	3,362	3,481	3,107	2,710	3,206	3,445	3,423	2,670	3,329

Notes:

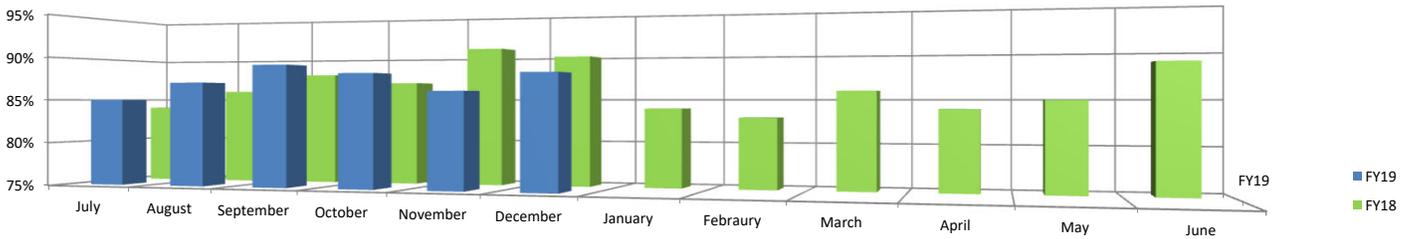
### Connect Mobility Vehicle Miles Between Trouble Calls



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	18,403	40,270	20,135	21,038	29,299	36,081						
FY18	16,494	35,689	32,937	38,345	37,155	16,893	9,003	36,495	9,933	39,483	2,535	12,142

Notes:

### Average Interior Cleanliness Inspection Score

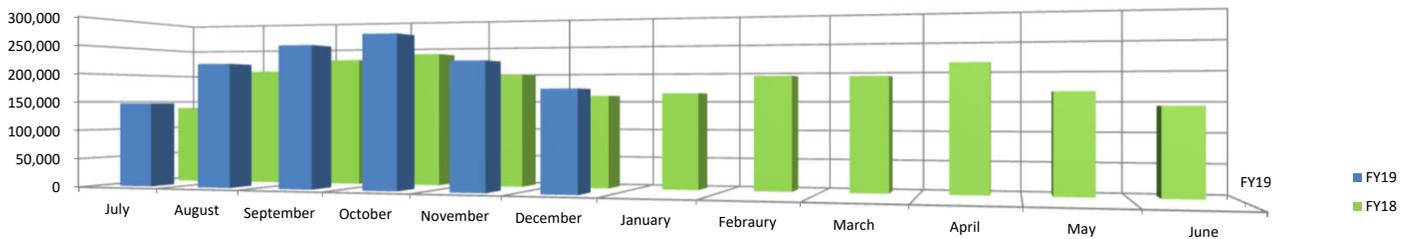


	July	August	September	October	November	December	January	February	March	April	May	June
FY19	85%	87%	89%	88%	86%	88%						
FY18	84%	86%	88%	87%	91%	90%	84%	83%	86%	84%	85%	89%

Notes:

## Ridership Reports

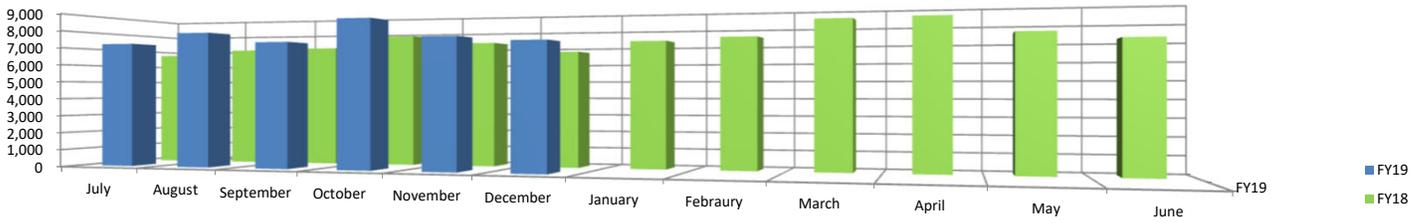
### Fixed Route Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	147,044	216,235	247,067	264,670	218,148	171,450						
FY18	138,075	206,628	226,611	236,084	197,725	160,336	164,598	193,452	192,440	213,790	166,792	143,765

Notes: Fixed route trips increased 6.6% or 20,423 in November 2018 and 8.8% YTD (July-November). December fixed route trips increased 6.9% or 11,114 and 8.5% YTD (July-December). National peer agency ridership decreased .09% and regional transit agency ridership has increased .34% (July-November).

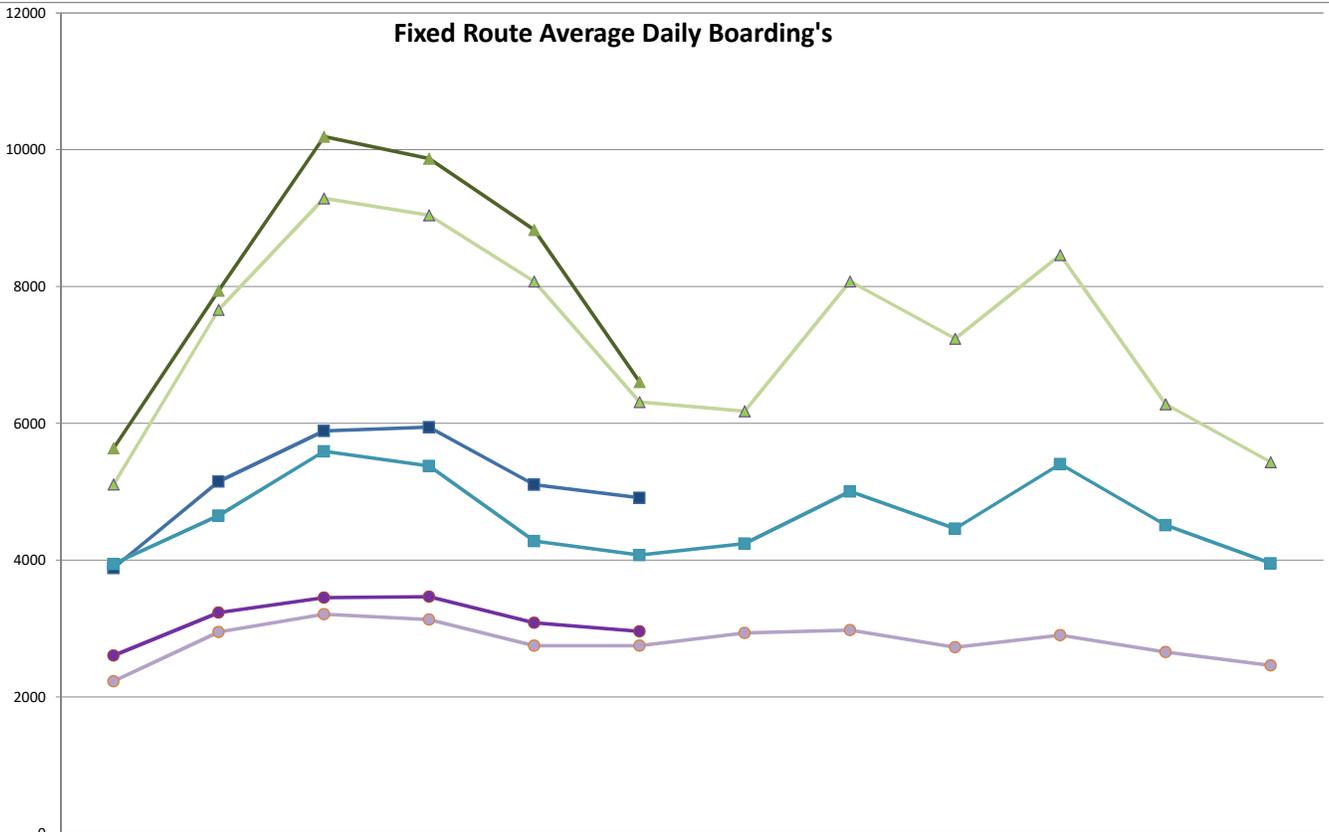
### Connect Mobility Monthly Ridership



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	7,253	7,842	7,253	8,540	7,465	7,203						
FY18	6,694	6,987	7,073	7,751	7,291	6,723	7,300	7,486	8,421	8,493	7,586	7,217

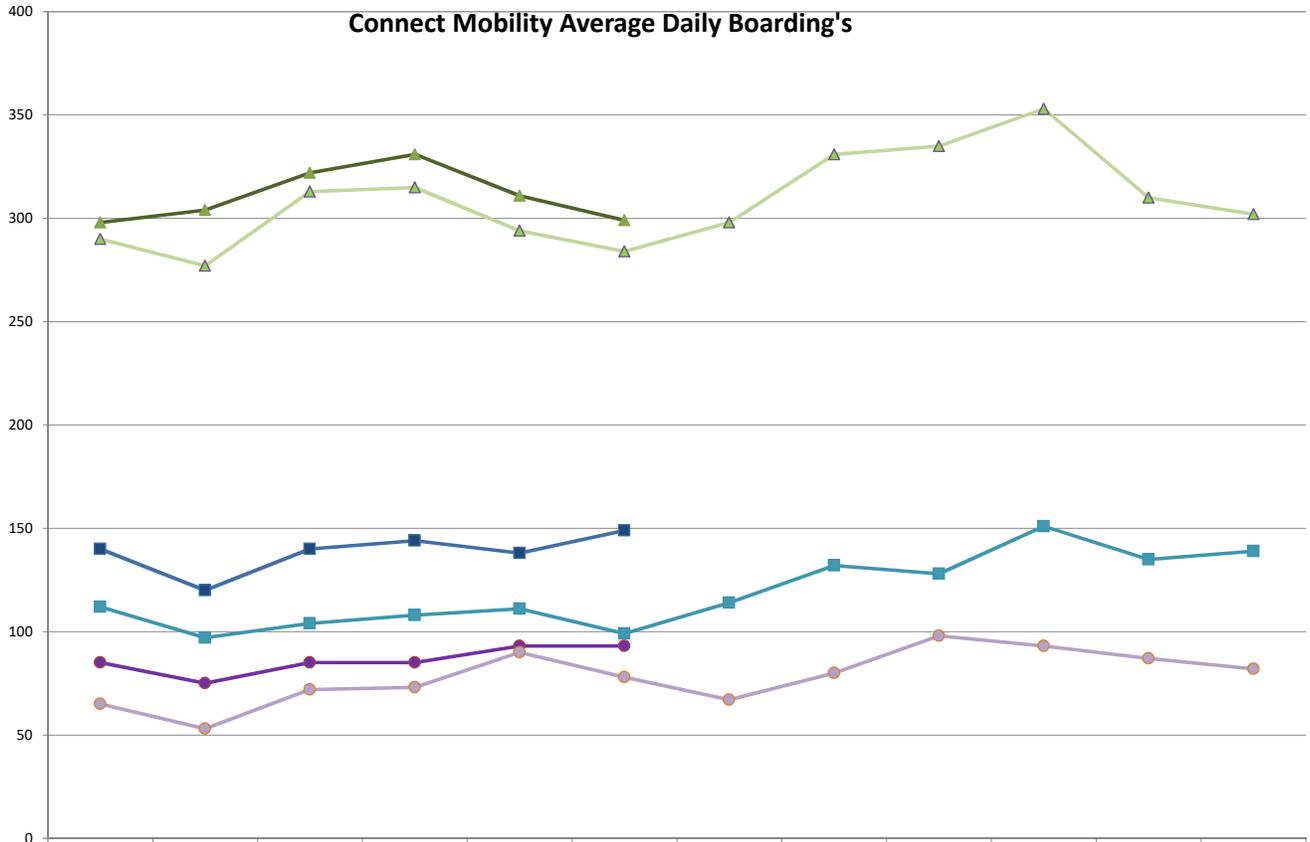
Notes:

### Fixed Route Average Daily Boarding's



Notes: Average weekday boardings in November 2018 increased 8.5% and December 2018 increased 4.4%. Sunday average boardings continue to increase year-over-year. Sunday average boardings have increased 9.5% YTD in FY2019 over FY2018.

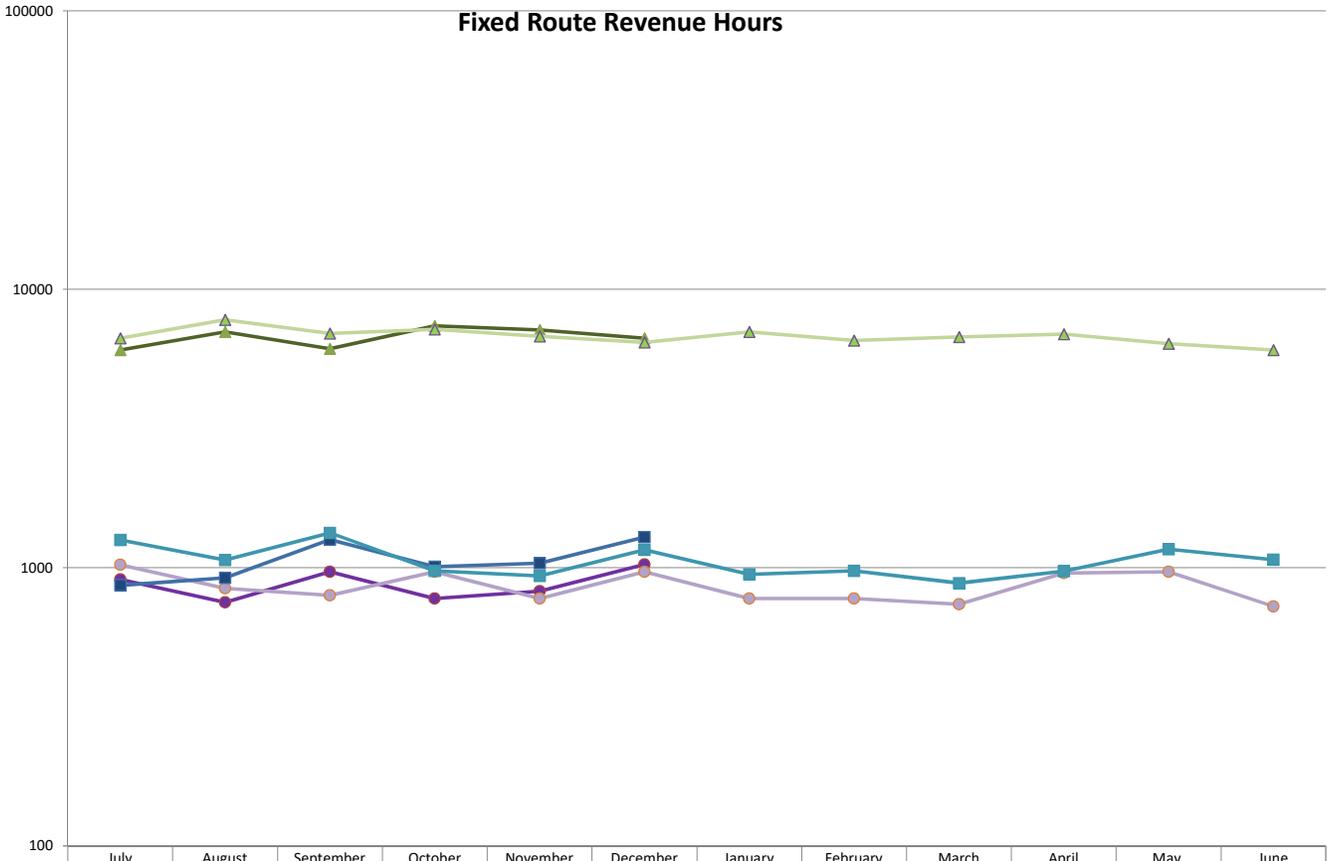
### Connect Mobility Average Daily Boarding's



	July	August	September	October	November	December	January	February	March	April	May	June
Sunday FY18	85	75	85	85	93	93						
Sunday FY17	65	53	72	73	90	78	67	80	98	93	87	82
Saturday FY18	140	120	140	144	138	149						
Saturday FY17	112	97	104	108	111	99	114	132	128	151	135	139
Weekday FY18	298	304	322	331	311	299						
Weekday FY17	290	277	313	315	294	284	298	331	335	353	310	302

Notes: Average weekday boarding in November 2018 increased 5.4%, and December increased 5%. Saturday and Sunday average boarding increased 33% and 16% respectively over December 2017.

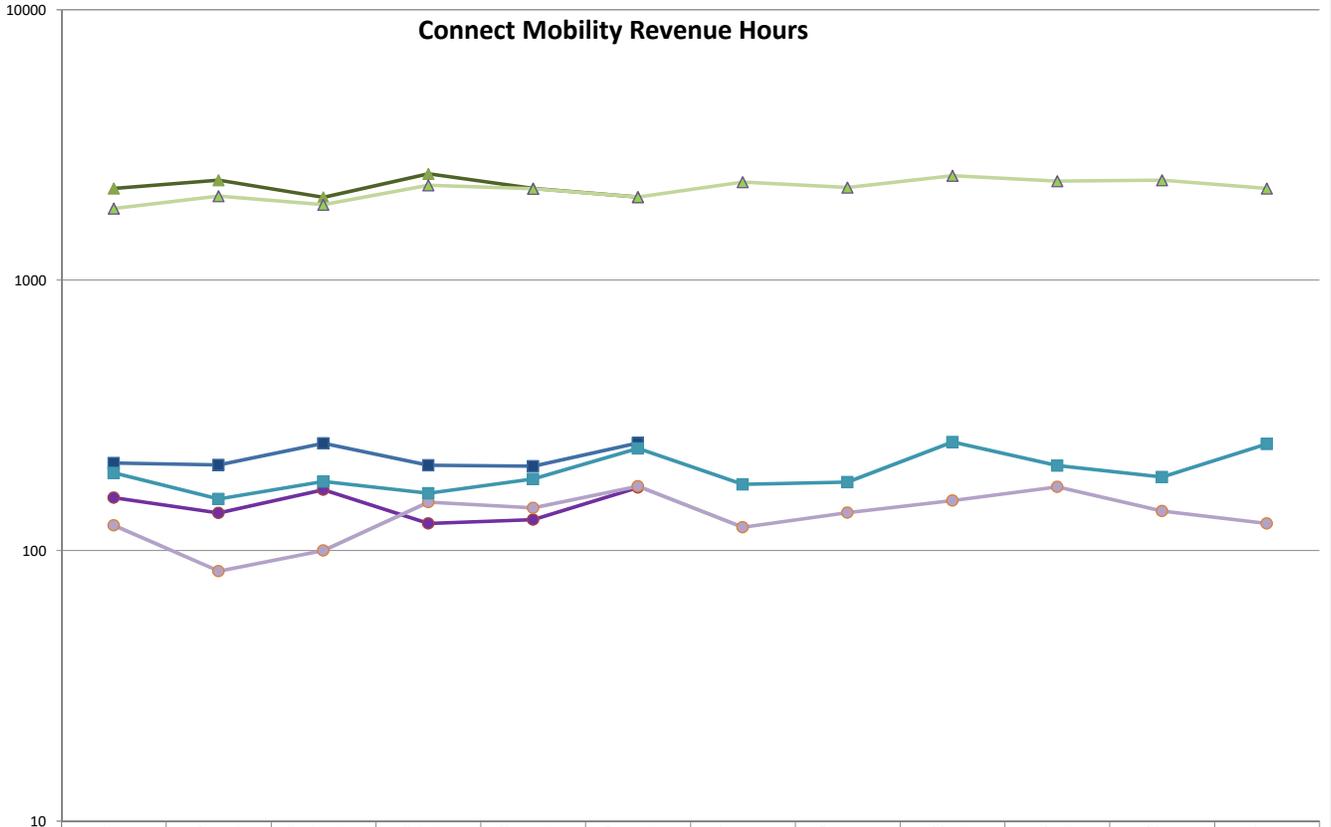
### Fixed Route Revenue Hours



	July	August	September	October	November	December	January	February	March	April	May	June
● Sunday FY18	907	750	967	774	822	1027						
● Sunday FY17	1023	842	796	967	774	967	774	774	738	955	967	726
■ Saturday FY18	864	920	1261	1009	1036	1288						
■ Saturday FY17	1255	1066	1333	973	933	1160	945	973	880	972	1165	1068
▲ Weekday FY18	6050	7034	6108	7380	7139	6673						
▲ Weekday FY17	6665	7774	6934	7178	6772	6440	7027	6547	6745	6905	6380	6050

Notes:

### Connect Mobility Revenue Hours

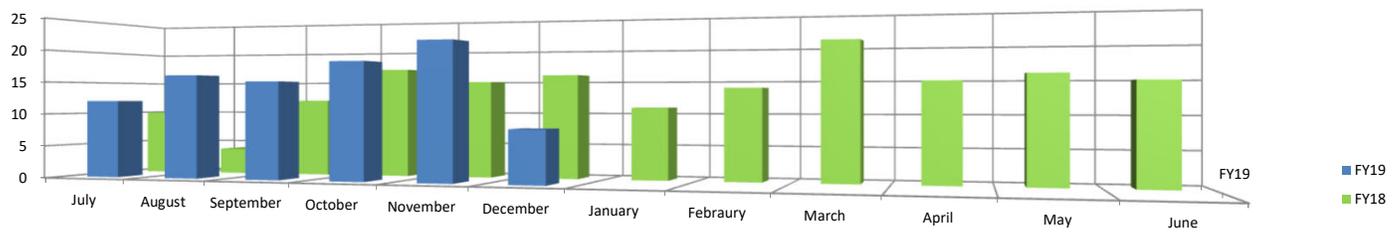


	July	August	September	October	November	December	January	February	March	April	May	June
Sunday FY18	157	138	168	126	130	171						
Sunday FY17	124	84	100	151	144	173	122	138	153	172	140	126
Saturday FY18	211	208	249	207	205	250						
Saturday FY17	194	155	180	163	184	239	176	179	252	206	187	248
Weekday FY18	2181	2346	2024	2473	2184	2029						
Weekday FY17	1841	2046	1900	2244	2178	2031	2305	2201	2431	2322	2343	2184

Notes:

### Safety Reports

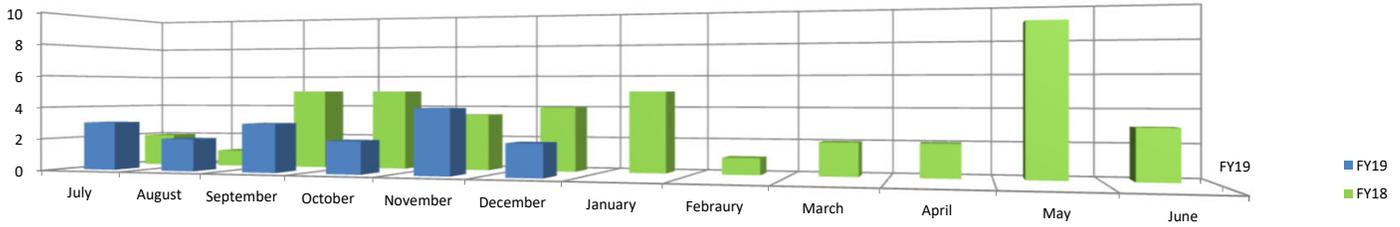
#### Safety Related Incidents Per 100,000 Miles



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	12	16	15	18	21	8						
FY18	10	4	12	17	15	16	11	14	21	15	16	15

Notes: The numbers in this category show the total number of reports received for the calendar month. This number does not indicate whether an incident or accident was determined to be "Preventable". All submitted reports are reviewed and categorized by the Safety and Training Director.

### Preventable Accidents Per 100,000 Miles

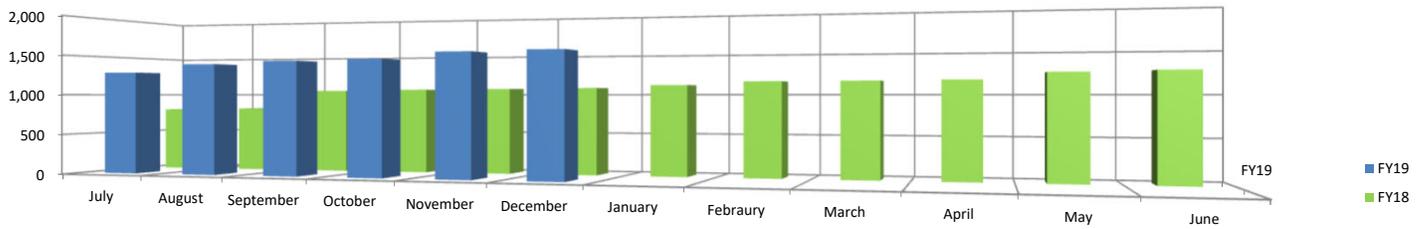


	July	August	September	October	November	December	January	February	March	April	May	June
FY19	3	2	3	2	4	2						
FY18	2	1	5	5	4	4	5	1	2	2	9	3

Notes: **Accident:** An unplanned event that may or may not have resulted in personal injury or property damage, but in which the employee failed to exercise reasonable precautions to prevent the event. This consists of events such as a collision with another vehicle, a collision with a fixed object, closing a vehicle entry/exit door on a customer, etc.

### Social Media Reports

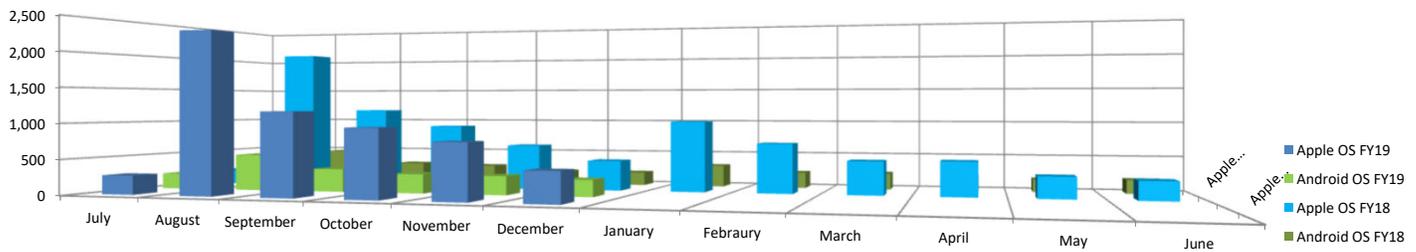
#### Facebook



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	1,282	1,382	1,416	1,431	1,509	1,524						
FY18	799	814	1,051	1,065	1,074	1,084	1,118	1,161	1,165	1,175	1,258	1,275

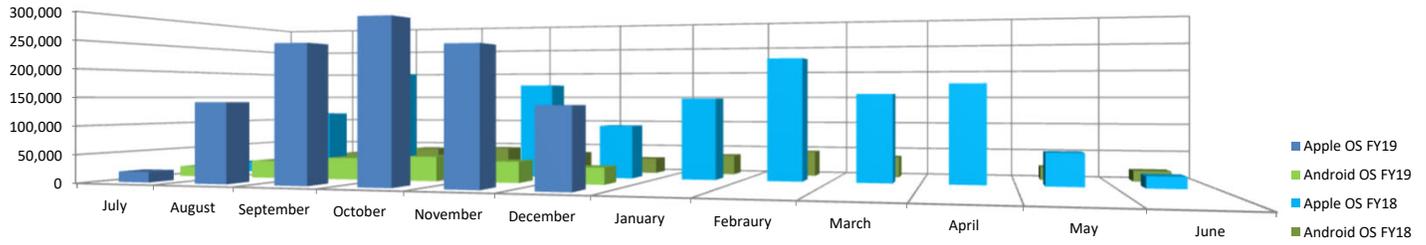
Notes:

#### App Downloads



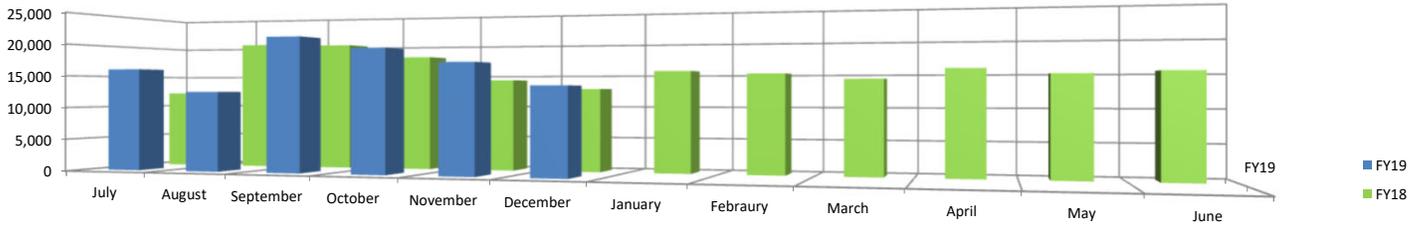
	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS FY19	267	2281	1,167	954	776	425						
Android OS FY19	222	517	325	271	265	233						
Apple OS FY18	205	2,024	1,171	930	646	432	1,013	704	473	485	301	263
Android OS FY18	159	480	291	267	198	194	317	229	235	217	181	193

### App Sessions



	July	August	September	October	November	December	January	February	March	April	May	June
Apple OS FY19	18,444	141,402	242,104	285,400	237,834	137,368						
Android OS FY19	18,293	31,203	38,928	43,518	37,134	29,309						
Apple OS FY18	17,548	117,128	196,292	219,581	172,574	96,626	147,747	219,690	156,082	174,054	56,785	20,318
Android OS FY18	17,064	30,925	42,162	44,588	36,593	27,651	35,903	44,877	37,116	37,209	22,902	18,834

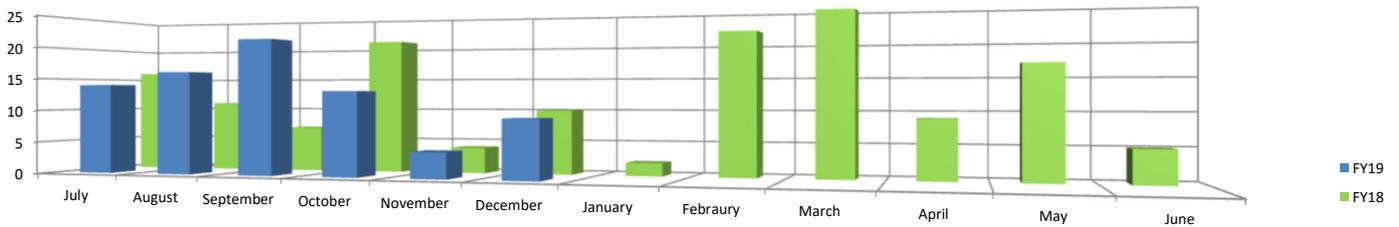
### Website Traffic



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	16,048	12,457	20,916	19,059	16,859	13,387						
FY18	12,200	20,312	20,122	18,048	14,288	12,909	15,634	15,208	14,380	15,877	15,075	15,429

Notes:

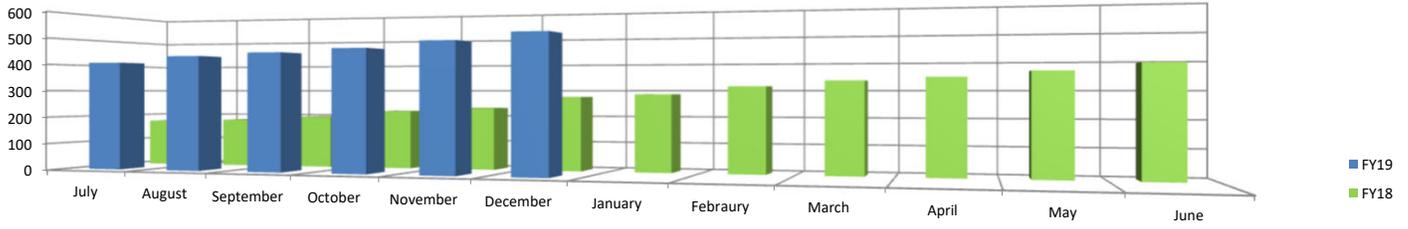
### Twitter



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	14	16	21	13	4	9						
FY18	16	11	7	21	4	10	2	22	25	9	17	5

Notes:

## Instagram



	July	August	September	October	November	December	January	February	March	April	May	June
FY19	407	430	441	454	478	505						
FY18	176	182	197	220	233	276	287	316	336	348	368	394

Notes:



Statistics	Nov 18				Nov 17				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
<b>Connect Transit</b>												
Green	23,648	8394	817	28.94	21,491	7,572	770	27.92	10.0%	10.9%	6.1%	3.7%
Red	29,006	14320	1332	21.78	28,048	13,472	1,257	22.31	3.4%	6.3%	6.0%	-2.4%
Lime	28,407	16843	1371	20.72	26,931	14,415	1,281	21.03	5.5%	16.8%	7.0%	-1.4%
Teal	-	-	-	-	-	-	-	-	-	-	-	-
Aqua	7,354	2748	195	37.75	5,960	2,761	195	30.59	23.4%	-0.5%	0.0%	23.4%
Orange	4,516	4810	366	12.34	3,434	4,787	366	9.38	31.5%	0.5%	0.0%	31.5%
Gold	5,504	4761	391	14.08	4,930	4,750	391	12.61	11.6%	0.2%	0.0%	11.6%
Purple	10,784	10809	741	14.56	9,428	10,805	741	12.73	14.4%	0.0%	0.0%	14.4%
Blue	4,324	4415	380	11.38	4,530	4,350	380	11.92	-4.5%	1.5%	0.0%	-4.5%
Brown	4,435	4006	349	12.70	5,309	5,109	445	11.92	-16.5%	-21.6%	-21.6%	6.6%
Tan	5,188	5858	475	10.93	6,564	7,979	646	10.16	-21.0%	-26.6%	-26.5%	7.6%
Pink	6,597	4279	374	17.64	5,918	3,710	374	15.82	11.5%	15.3%	0.0%	11.5%
Yellow	16,106	8361	584	27.60	15,167	8,322	580	26.14	6.2%	0.5%	0.6%	5.6%
Olive	3,383	4236	419	8.07	3,752	4,236	419	8.95	-9.8%	0.0%	0.0%	-9.8%
Redbird	62,354	6,856	636	98.08	50,128	6,776	634	79.13	24.4%	1.2%	0.4%	23.9%
Ntripper	-	0	0	-	-	-	-	-	-	-	-	-
Btripper	-	0	0	-	-	-	-	-	-	-	-	-
Silver	6542	7217	568	11.52	6135	7234	568	10.80	6.6%	-0.2%	0.0%	6.6%
Eastview	-	-	-	-	8	73	7	-	-	-	-	-
<b>Total Fixed Route</b>	<b>218,148</b>	<b>107,912</b>	<b>8,997</b>	<b>24.25</b>	<b>197,725</b>	<b>106,278</b>	<b>9,047</b>	<b>21.86</b>	<b>10.3%</b>	<b>1.5%</b>	<b>-0.6%</b>	<b>10.9%</b>
<b>Demand Response</b>												
Connect Mobility	7,465	30,594	2,519	2.96	7,291	29,544	2,507	2.91	2.4%	3.6%	0.5%	1.9%
Connect Late Night												
<b>Total Demand Response</b>	<b>7,465</b>	<b>30,594</b>	<b>2,519</b>	<b>2.96</b>	<b>7,291</b>	<b>29,544</b>	<b>2,507</b>	<b>2.91</b>	<b>2.4%</b>	<b>3.6%</b>	<b>0.5%</b>	<b>1.9%</b>
<b>SYSTEM TOTALS</b>	<b>225,613</b>	<b>138,506</b>	<b>11,516</b>	<b>19.59</b>	<b>205,016</b>	<b>135,822</b>	<b>11,554</b>	<b>17.74</b>	<b>10.0%</b>	<b>2.0%</b>	<b>-0.3%</b>	<b>10.4%</b>



Statistics	YTD 19				YTD 18				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
<b>Connect Transit</b>												
Green	122,709	41,103	4,080	30.08	109,885	43,384	3,954	27.79	11.7%	-5.3%	3.2%	8.2%
Red	153,787	72,551	6,750	22.78	142,627	69,300	6,486	21.99	7.8%	4.7%	4.1%	3.6%
Lime	154,456	85,277	6,949	22.23	133,259	74,914	6,663	20.00	15.9%	13.8%	4.3%	11.1%
Teal	-	-	-	#DIV/0!	10,461	12,792	1,178	8.88	-100.0%	-100.0%	-100.0%	#DIV/0!
Aqua	42,617	14,136	1,003	42.50	34,704	14,072	1,266	27.42	22.8%	0.5%	-20.8%	55.0%
Orange	24,833	24,778	1,884	13.18	23,687	23,991	1,872	12.65	4.8%	3.3%	0.6%	4.2%
Gold	32,459	24,519	2,016	16.10	29,375	25,293	2,092	14.04	10.5%	-3.1%	-3.6%	14.7%
Purple	62,960	55,643	3,811	16.52	63,166	66,288	5,303	11.91	-0.3%	-16.1%	-28.1%	38.7%
Blue	24,072	22,699	1,956	12.31	23,525	22,475	1,951	12.06	2.3%	1.0%	0.3%	2.1%
Brown	25,645	22,464	1,958	13.10	28,458	25,998	2,288	12.44	-9.9%	-13.6%	-14.4%	5.3%
Tan	29,060	33,662	2,728	10.65	33,272	41,034	3,367	9.88	-12.7%	-18.0%	-19.0%	7.8%
Pink	35,070	21,996	1,924	18.23	31,745	19,150	1,977	16.06	10.5%	14.9%	-2.7%	13.5%
Yellow	84,838	39,981	2,791	30.40	82,835	38,696	2,649	31.27	2.4%	3.3%	5.3%	-2.8%
Olve	20,411	21,868	2,163	9.44	19,900	21,917	2,087	9.54	2.6%	-0.2%	3.6%	-1.0%
Redbird	240,943	26,291	2,437	98.86	221,243	25,576	2,462	89.86	8.9%	2.8%	-1.0%	10.0%
Ntripper	-	-	-	#DIV/0!	270	557	32	8.50	-100.0%	-100.0%	-100.0%	#DIV/0!
Btripper	-	-	-	#DIV/0!	621	1,087	64	9.78	-100.0%	-100.0%	-100.0%	#DIV/0!
Silver	39088	37036.76	2922.5	13.37	16090	18324.26	1443					
Eastview	216	501	48	4.50								
<b>Total Fixed Route</b>	<b>1,093,164</b>	<b>544,507</b>	<b>45,421</b>	<b>24.07</b>	<b>1,005,123</b>	<b>544,848</b>	<b>47,132</b>	<b>21.33</b>	<b>8.8%</b>	<b>-0.1%</b>	<b>-3.6%</b>	<b>12.9%</b>
<b>Demand Response</b>												
Connect Mobility	38,353	159,749	13,064	2.94	35,796	145,240	11,696	3.06	7.1%	10.0%	11.7%	-4.1%
Connect Late Night	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Total Demand Response</b>	<b>38,353</b>	<b>159,749</b>	<b>13,064</b>	<b>2.94</b>	<b>35,796</b>	<b>145,240</b>	<b>11,696</b>	<b>3.06</b>	<b>7.1%</b>	<b>10.0%</b>	<b>11.7%</b>	<b>-4.1%</b>
<b>SYSTEM TOTALS</b>	<b>1,131,517</b>	<b>704,256</b>	<b>58,485</b>	<b>19.35</b>	<b>1,040,919</b>	<b>690,088</b>	<b>58,828</b>	<b>17.69</b>	<b>8.7%</b>	<b>2.1%</b>	<b>-0.6%</b>	<b>9.3%</b>



Statistics	Dec 18				Dec 17				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
<b>Connect Transit</b>												
Green	20,930	7,846	798	26.23	19,246	7,467	759	25.37	8.7%	5.1%	5.2%	3.4%
Red	26,945	14,651	1,365	19.74	25,445	13,730	1,290	19.72	5.9%	6.7%	5.8%	0.1%
Lime	26,235	17,207	1,404	18.68	25,085	14,750	1,310	19.14	4.6%	16.7%	7.2%	-2.4%
Teal	-	-	-	-	-	-	-	-				
Aqua	7,135	2,750	197	36.28	5,045	2,750	197	25.65	41.4%	0.0%	0.0%	41.4%
Orange	4,440	4,847	370	12.00	2,955	4,840	370	7.99	50.3%	0.2%	0.0%	50.3%
Gold	5,770	4,798	395	14.61	4,985	4,803	395	12.62	15.7%	-0.1%	0.0%	15.7%
Purple	10,405	10,888	747	13.94	9,530	10,960	747	12.76	9.2%	-0.7%	0.0%	9.2%
Blue	4,090	4,380	383	10.67	4,240	4,380	383	11.06	-3.5%	0.0%	0.0%	-3.5%
Brown	4,070	4,111	358	11.36	4,780	5,154	450	10.62	-14.9%	-20.2%	-20.4%	6.9%
Tan	4,060	5,973	484	8.39	5,340	8,001	648	8.25	-24.0%	-25.3%	-25.2%	1.7%
Pink	5,935	4,347	380	15.62	5,820	3,773	380	15.32	2.0%	15.2%	0.0%	2.0%
Yellow	11,715	7,878	550	21.31	12,363	9,175	639	19.35	-5.2%	-14.1%	-14.0%	10.1%
Olive	3,255	4,347	430	7.57	3,345	4,347	430	7.78	-2.7%	0.0%	0.0%	-2.7%
Redbird	29,955	5,723	554	54.07	26,762	5,915	569	47.03	11.9%	-3.2%	-2.6%	15.0%
Ntripper	-	-	-	-	-	-	-	-				
Btripper	-	-	-	-	-	-	-	-				
Silver	6,510	7,254	572.5	11.37	5,395	7,405	573	9.42	20.7%	-2.0%	0.0%	20.7%
Eastview					8	94	9					
<b>Total Fixed Route</b>	<b>171,450</b>	<b>107,001</b>	<b>8,988</b>	<b>19.08</b>	<b>160,336</b>	<b>107,449</b>	<b>9,139</b>	<b>17.54</b>	<b>6.9%</b>	<b>-0.4%</b>	<b>-1.7%</b>	<b>8.7%</b>
<b>Demand Response</b>												
Connect Mobility	7,203	28,554	2,450	2.94	6,723	27,868	2,442	2.75	7.1%	2.5%	0.3%	6.8%
Connect Late Night												
<b>Total Demand Response</b>	<b>7,203</b>	<b>28,554</b>	<b>2,450</b>	<b>2.94</b>	<b>6,723</b>	<b>27,868</b>	<b>2,442</b>	<b>2.75</b>	<b>7.1%</b>	<b>2.5%</b>	<b>0.3%</b>	<b>6.8%</b>
<b>SYSTEM TOTALS</b>	<b>178,653</b>	<b>135,555</b>	<b>11,438</b>	<b>15.62</b>	<b>167,059</b>	<b>135,317</b>	<b>11,581</b>	<b>14.43</b>	<b>6.9%</b>	<b>0.2%</b>	<b>-1.2%</b>	<b>8.3%</b>



Statistics	YTD 19				YTD 18				% Change			
	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour	Customers	Revenue Miles	Revenue Hours	Boardings per Revenue Hour
<b>Connect Transit</b>												
Green	143,639	48,950	4,878	29.45	129,131	50,851	4,713	27.40	11.2%	-3.7%	3.5%	7.5%
Red	180,732	87,202	8,115	22.27	168,072	83,030	7,776	21.61	7.5%	5.0%	4.4%	3.0%
Lime	180,691	102,484	8,354	21.63	158,344	89,664	7,974	19.86	14.1%	14.3%	4.8%	8.9%
Teal	-	-	-	#DIV/0!	10,461	12,792	1,178	8.88	-100.0%	-100.0%	-100.0%	#DIV/0!
Aqua	49,752	16,886	1,199	41.48	39,749	16,822	1,462	27.18	25.2%	0.4%	-18.0%	52.6%
Orange	29,273	29,625	2,254	12.99	26,642	28,831	2,242	11.88	9.9%	2.8%	0.5%	9.3%
Gold	38,229	29,317	2,411	15.86	34,360	30,096	2,487	13.82	11.3%	-2.6%	-3.1%	14.8%
Purple	73,365	66,531	4,558	16.10	72,696	77,248	6,049	12.02	0.9%	-13.9%	-24.7%	33.9%
Blue	28,162	27,080	2,339	12.04	27,765	26,855	2,334	11.90	1.4%	0.8%	0.2%	1.2%
Brown	29,715	26,575	2,317	12.83	33,238	31,153	2,738	12.14	-10.6%	-14.7%	-15.4%	5.6%
Tan	33,120	39,635	3,212	10.31	38,612	49,036	4,015	9.62	-14.2%	-19.2%	-20.0%	7.2%
Pink	41,005	26,343	2,304	17.80	37,565	22,923	2,357	15.94	9.2%	14.9%	-2.2%	11.7%
Yellow	96,553	47,859	3,340	28.91	95,198	47,870	3,288	28.95	1.4%	0.0%	1.6%	-0.2%
Olve	23,666	26,215	2,593	9.13	23,245	26,264	2,517	9.24	1.8%	-0.2%	3.0%	-1.2%
Redbird	270,898	32,014	2,991	90.56	248,005	31,491	3,031	81.82	9.2%	1.7%	-1.3%	10.7%
Ntripper	-	-	-	#DIV/0!	270	557	32	8.50	-100.0%	-100.0%	-100.0%	#DIV/0!
Btripper	-	-	-	#DIV/0!	621	1,087	64	9.78	-100.0%	-100.0%	-100.0%	#DIV/0!
Silver	45598	44290.36	3495	13.05	21485	25729.09	2015.5					
Eastview	216	501	48	4.50								
<b>Total Fixed Route</b>	<b>1,264,614</b>	<b>651,509</b>	<b>54,408</b>	<b>23.24</b>	<b>1,165,459</b>	<b>652,297</b>	<b>56,271</b>	<b>20.71</b>	<b>8.5%</b>	<b>-0.1%</b>	<b>-3.3%</b>	<b>12.2%</b>
<b>Demand Response</b>												
Connect Mobility	45,556	188,303	15,514	2.94	42,519	173,108	14,138	3.01	7.1%	8.8%	9.7%	-2.4%
Connect Late Night	-	-	-	#DIV/0!	-	-	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
<b>Total Demand Response</b>	<b>45,556</b>	<b>188,303</b>	<b>15,514</b>	<b>2.94</b>	<b>42,519</b>	<b>173,108</b>	<b>14,138</b>	<b>3.01</b>	<b>7.1%</b>	<b>8.8%</b>	<b>9.7%</b>	<b>-2.4%</b>
<b>SYSTEM TOTALS</b>	<b>1,310,170</b>	<b>839,812</b>	<b>69,922</b>	<b>18.74</b>	<b>1,207,978</b>	<b>825,405</b>	<b>70,409</b>	<b>17.16</b>	<b>8.5%</b>	<b>1.7%</b>	<b>-0.7%</b>	<b>9.2%</b>



**MEMO**

**DATE:** January 22, 2019  
**TO:** Board of Trustees  
**FROM:** Cassie Mosier, Procurement Specialist  
**Subject:** Recommendation of IFB 18-11 for Property & Casualty Insurance Brokerage Services

**RECOMMENDATION:** Authorize the General Manager to award a contract to Assurance for Property and Casualty Brokerage Services for a term of five (5) years not to exceed \$140,000 (total).

**BACKGROUND:** Assurance has been Connect Transit's Property and Casualty Insurance Broker since 2013. While working with Assurance, Connect Transit has experienced a large decrease in worker compensation premiums and streamlined the renewal process.

**DISCUSSION:** Five (5) proposals were received from the following vendors: Assurance, Corkill, Gallagher, HUB, and Risk. The proposals were evaluated based on the scope of work, qualifications, and experience.

**Key Features:**

- All brokerage fees are net commission
- Assurance serves Rockford Mass Transit District and many public entities
- Working on strategies to reduce premium increases

**FINANCIAL IMPACT:** Connect Transit will use operating funds for the Property and Casualty Insurance Brokerage Services Contract.



**MEMO**

**DATE:** January 22, 2019  
**TO:** Board of Trustees  
**FROM:** Isaac Thorne, General Manager  
**Subject:** Recommendation for Award of Ecolane App

**RECOMMENDATION:** Authorize the General Manager to award a contract to Ecolane for a term of five (5) years not to exceed \$23,994.00 (total).

**BACKGROUND:** Ecolane has been the software provider of Connect Mobility since 2011. Connect uses Ecolane to schedule Connect Mobility trips and dispatch vehicles for approximately 85,000 trips annually.

**DISCUSSION:** Ecolane released a new mobile app last year. It allows para-transit riders the ability to make and cancel trips directly from their mobile device. The app also provides notifications with much better accuracy by providing GPS tracking of the bus when they are the next pick-up. It also has the option to accept credit card payments on a per trip basis. The app will increase efficiency, reduce no-shows, reduce calls, and improve customer service. It would also eliminate the need for text messaging charges which are \$1,500 for 10,000 texts, Connect uses approximately 20,000 texts a year.

**Key Features:**

- Provides GPS of Connect Mobility bus
- Reduced calls, no-shows
- Improved customer service

**FINANCIAL IMPACT:** Connect Transit will use operating funds for the Ecolane app and annual maintenance fee.



**MEMO**

**January 22, 2019**

**TO: Board of Trustees**

**FROM: Isaac Thorne, General Manager**

**Subject: FY2019 Strategic Plan Update**

**YEAR TWO OBJECTIVES (not in order of importance):**

- **Design or adjust proposed system routes to ensure alignment with and performance toward transit objectives. (Strategic Plan Goal 1, Strategy 2, Action 1)**

**Staff is working with Mclean County Regional Planning Commission (MCRPC) on a short-range transportation plan. MCRPC will present the proposed short-range transportation plan to the Connect Transit Board in March.**

**The short range plan will focus on service enhancements that will provide a more frequent bus service network. This will also give the community an understanding of where the frequent bus service will be located and what the bus system network will look like in five years based on population growth, housing and business development, etc.**

- **Explore fare restructuring (Strategic Plan Goal 1, Strategy 4, Action 3)**

**Staff has proposed a new fare structure that includes FY2020 through FY2023.**

- **Build a Downtown Transfer Center (Strategic Plan Goal 2, Strategy 1, Action 1)**

**Connect has met with City of Bloomington staff and determined a number of potential locations that can be reviewed for the study. Connect staff has completed all necessary documents for IDOT to comply with GATA, and is waiting on the contract to be approved.**



- **Examine all existing revenue sources for stability and growth potential, and research new/alternative revenue streams for operations and capital (Strategic Plan Goal 1, Strategy 4, Action 1)**

**The Board of Trustees created an Ad-Hoc Budget Committee to review existing revenue sources and begin the process of researching new/alternative revenue streams. The board approved a advertising revenue contract for Connect Mobility vehicles that will provide up to \$50,000 in advertising revenue. Staff has successfully implemented Medicaid**

- **Heighten awareness about placement of land uses requiring high levels of service, the necessity of mobility options, and the value of sidewalks, shelters and other amenities (Goal 5, Strategy 3, Action 4)**

**Staff conducted an accessibility review to prioritize improved pedestrian connections, bus stops pads, shelters, and signage. The Board approved a three year Better Bus Stops Campaign for installing bus stop shelters and benches. Staff has met with City and Town engineering departments to discuss bus stop improvements. Connect will be issuing a procurement for engineering services to review 130 bus stop locations. This will help determine the total improvement cost for each location and timeline for completion.**

- **Ensure all riders are aware of the freedom and flexibility afforded by the fixed route system (Goal 2, Strategy 3, Action 4)**

**Through the first half of FY18 marketing staff has recorded and created several videos for distribution on various social media platforms. These videos are using a bike rack on fixed route buses, McLean County History Working for a Living exhibit and a video that explains “Why such large buses.” This video featured a time-lapse of a typical day on a Connect Transit bus. Staff is also creating a more in-depth fare box video to help educate riders on the various types of fare.**

**A formal training program for fixed routes is also being developed and should be finalized in June 2019.**



- **Vividly portray the way transit benefits sales and commerce. Transports our workforces, facilitates individuals' livelihoods and can diversify the region's employer/employee base (Goal 5, Strategy 2, Action 2)**

**Staff has discussed the economic impact study with Illinois State University Stevenson Center. The economic impact study would focus on the following:**

- **Travel Time/Cost Impacts: Both Connect transit riders and car travelers save time and cost because of the existence of transit services**
- **Access Impacts: Workers income and business productivity are increased by the expanded job market access and business clusters that public transit enables**
- **Spending Impacts: Transit capital investment and operations spending stimulates the economy**
- **Other Economic Impacts: Transit service can affect property values**

**A recommendation and contract will be presented to the Connect Transit Board of Trustees in February. The economic impact study will be completed in August or October 2019.**