

**CONNECT TRANSIT
BOARD OF TRUSTEES
PROCEEDINGS OF MAY 24, 2016**

The regular meeting of the Board of Trustees of Connect Transit was held at Uptown Station, 4th Floor Multipurpose Room, Normal, Illinois 61761 on May 24, 2016 at 4:30 p.m.

TRUSTEES PRESENT: Bill Wilson, Chairman
 Mike McCurdy, Vice-Chairman
 Ryan Whitehouse, Secretary
 Jennifer McDade
 John Bowman
 Judy Buchanan
 John Thomas

TRUSTEES ABSENT:

CITY MANAGERS: Mark Peterson, Town of Normal

STAFF PRESENT: Andrew Johnson, General Manager
 Julie Beer, Executive Assistant
 Kyle Boehm
 Jenifer Clark
 Melissa Chrisman
 Jerry King

The meeting was called to order by the Chairman at 4:30 p.m. Roll call was taken.

PUBLIC COMMENTS

Patricia Marton addressed the Board. She lives in the Washington Street, State Street area. The transfer station on Front Street in Downtown Bloomington is dirty and smelly. She had written two (2) letters to the City of Bloomington regarding same. She requested more flexible stops, especially in bad weather. She noted several Connect Transit Bus Operators in attendance at this meeting. She thanked them for their hard work.

James Riordan addressed the Board. He is the president of the Amalgamated Transit Union (ATU) Local 752. He read a written statement. He stated change is hard, especially large changes. The ATU Leadership and Connect Transit Management staff were able to resolve several issues over the last three (3) weeks. He thanked everyone for cooperating. He noted the largest change and most important are to accommodate as many passengers as possible. In light of all of the cooperation and solutions over the last three (3) weeks, ATU Local 752 endorsed the proposed COA route restructure. He thanked General Manager, Andrew Johnson and the Connect Transit Board of Trustees for allowing the time needed to work toward resolving the issues.

Bonnie Johnson addressed the Board. She stated she had heard a radio interview with Trustee Jennifer McDade. She heard Trustee McDade state there had been a lot of tweaks to the proposed COA route restructure to make the riders happier. However, when she arrived at this

Board meeting, she had the opportunity to speak directly to Trustee McDade and General Manager, Andrew Johnson. Mr. Johnson informed her that none of the routes had been tweaked, and that Connect Transit staff had been working on the first mile/last mile solution.

CONSENT AGENDA

1. Approval of Minutes of Previous Meeting of May 3, 2016
2. Disbursements for Month of April, 2016
3. Financial Report for Month of April, 2016
4. Capital and Self Insurance Reserve Fund Balances for month of April, 2016
5. Monthly Statistical Report for month of April, 2016

Trustee Judy Buchanan noted that the advertising income had increased. She was pleased and commended staff.

Motion by Trustee Judy Buchanan, seconded by Trustee Jennifer McDade that the Consent Agenda be approved.

AYE: All

NAY: None

Motion carried.

OLD BUSINESS

Approval of the Transit Route and Frequency Recommendations of the Comprehensive Operational Analysis

Andrew Johnson, General Manager introduced this item. This item had been postponed from the May 3, 2016 Board meeting. He noted that the motion made on May 3, 2016 was still on the table. The Board had requested that they be provided with details of any changes that have occurred to the Comprehensive Operational Analysis (COA) proposal since the item was postponed. He noted there have been only minor changes to the proposal. He requested that Kyle Boehm, Planner provide the Board with an overview of said minor changes.

Kyle Boehm, Planner addressed the Board. He reminded the Board that the Gold line had been added to the proposal just prior to the May 3, 2016 meeting. Some additional small changes include adjusting routes by a block or two to accommodate problems that have presented, such as cars parking on streets, etc.

Chairman Bill Wilson stated a considerable amount of time had been put into the COA process. He thanked Mr. Boehm for the report. Chairman Wilson noted that the motion to approve the COA at the May 3, 2016 Board meeting still stands. Vice Chairman Mike McCurdy questioned if the motion should be amended. The original motion included the Uber option. Trustee Judy

Buchanan affirmed that the Uber option was a part of the original motion. That portion has since been removed as a result of the postponement. Trustee Jennifer McDade stated she would make the motion to approve the COA minus any reference to a first mile/last mile or Uber provision.

Motion by Trustee Jennifer McDade, seconded by Trustee Judy Buchanan that the transit route and frequency recommendations of the Comprehensive Operational Analysis (COA) final report posted March 31, 2016 in the public hearing notice be approved with the following additions:

Inclusion of the "Gold line" as indicated on the map attached. Service frequency will be two 30 minute loops, one in each direction, for an effective frequency of once an hour in each direction.

Adjusting the "Blue line" to continue west on Empire until Lee, south on Lee until Locust, and east on Locust until Center.

AYE: All

NAY: None

Motion carried.

(Comprehensive Operational Analysis Final Report on file at Connect Transit's office)

NEW BUSINESS

Employee Health Insurance Renewal

Andrew Johnson, General Manager, introduced this item. He stated Connect Transit has experienced several catastrophic claims in the last few years, resulting in a 48.5% increase in premium rates for this renewal. Connect Transit's insurance company, Health Alliance had a loss of \$850,000 versus the premium received in 2015. Staff hopes for a better experience ratio in future years.

Mr. Johnson stated in order to maintain a top tier health insurance provider, Health Alliance, Connect Transit would have to accept the increase in premium. He noted that the ATU membership would still need to vote to accept the plan. He reminded the Board that the increased health insurance premium had been included in the budget approved at the May 3, 2016 Board meeting.

Trustee Judy Buchanan questioned Connect Transit employees' accessibility to doctors. She understood that Health Alliance was making changes to their network providers. Jenifer Clark, Human Resources Director responded that Health Alliance has not yet finalized the network providers. Connect Transit Management and the ATU Leadership had just negotiated the terms of the agreement for the coverage the day before. Health Alliance would still need to clarify the coverage and network once the plan was accepted by the ATU.

Vice Chairman Mike McCurdy stated he had not had time to review the staff report prior to the meeting and would abstain from the vote.

Town of Normal Manager Mark Peterson questioned the total amount of premium cost for the current year versus the prior year. Andrew Johnson, General Manager responded that the premium cost would increase from \$750,000 from the prior year to \$1.283 million for the current year. He noted that Connect Transit's catastrophic claims had tripled.

Mr. Peterson noted that it was unlikely that Connect Transit would continue to have that experience. He reiterated the Board had already approved the budget with a large increase. He questioned if staff had anticipated such an increase when the budget had been prepared. Jenifer Clark, Human Resources Director affirmed, noting that Health Alliance had warned Connect Transit staff that it was tracking for about a 50% increase in premium. Mr. Johnson agreed, noting that Connect Transit has had three (3) years of catastrophic claims experience.

Vice Chairman Mike McCurdy questioned if there were any consortiums or national organizations that Connect Transit could partner with. Andrew Johnson, General Manager responded there were no transit specific organizations. There were some municipal organizations, however, Connect Transit would need some self-fund capability in order to participate. Ms. Clark noted that Connect Transit's has had several years of bad claims experience, and is considered a bad risk. It would be unlikely that another organization would want to absorb Connect Transit into their pool.

Motion by Trustee Judy Buchanan, seconded by Trustee Jennifer McDade that the contract with Connect Transit's current provider, Health Alliance be approved with an employee choice of one of three (3) plans: Health Alliance POS 1000 Rx7 NS1, Health Alliance POS HRA 2600 Rx12 NS3, or POS 1500b Rx8 NS1.

AYE: All

NAY: None

ABSTAIN: Vice Chairman Mike McCurdy

Motion carried.

Property & Casualty Insurance Renewal

Andrew Johnson, General Manager introduced this item. There were a number of coverages that premiums remain flat. The exceptions are Workman's Compensation coverage and General Liability.

Motion by Trustee Judy Buchanan, seconded by Trustee Jennifer McDade that the Property and Casualty Insurance be renewed effective July 1, 2016 through June 30, 2017.

AYE: All

NAY: None

Motion carried.

Heartland College Universal Access Agreement

Andrew Johnson, General Manager introduced this item. He requested that Melissa Chrisman, Marketing and Business Development Manager provide the Board with an overview of the contract renewal. Ms. Chrisman addressed the Board. This is an annual renewal of the Universal Access Agreement with Heartland Community College. It represents a 2.5% increase over the previous year.

Trustee John Bowman questioned if the new farebox media would work for the Heartland Community College users. Ms. Chrisman responded that they would not. Heartland Community College users would continue to use flash passes as they currently do. Connect Transit staff would continue to work with Heartland Community College to modify their identification cards or to work together on a potential mobile ticketing program.

Motion by Vice Chairman Mike McCurdy, seconded by Trustee John Bowman that the Universal Access Agreement with Heartland Community College be renewed for fiscal year 2017 in the amount of \$133,250.

AYE: All

NAY: None

Motion carried.

Recommendation for Automatic Vehicle Location (AVL) Services - RFP 16-06

Andrew Johnson, General Manager introduced this item. This product would replace Connect Transit's existing Double Map application. He requested that Jerry King, Procurement Manager provide the Board with an overview of the project.

Jerry King, Procurement Manager addressed the Board. He stated that three (3) proposals were received. An evaluation team reviewed all three (3) proposals and determined that Syncromatics Corporation was the best qualifying vendor. DoubleMap, Connect Transit's current provider had submitted a proposal, however, Connect Transit's experience and scores during the evaluation did not equate to being awarded the bid.

Mr. Johnson noted that Syncromatics will provide a fully branded Connect Transit smartphone application, utilize existing passenger counters, allow for real time changes, messages, etc.

Motion by Vice Chairman Mike McCurdy, seconded by Trustee Judy Buchanan that a firm fixed price contract be awarded to Syncromatics Corporation to provide a data network that will provide real time vehicle location data for a minimum of 39 fixed route buses. The period of the contract will have a base period of 3 (three) years, with 2 (two) 1 (one) year options for maintenance. Additional approvals will be requested at the time the options will be exercised.

AYE: All

NAY: None

Motion carried.

Fare media/structure Recommendation

Andrew Johnson, General Manager introduced this item. Staff requests Board approval to schedule public hearings for fare structure changes to coincide with the new fareboxes. Staff has created an initial proposal that will be the subject of the public hearings. The proposal is as follows:

Fixed Route

One Way Fare: \$1.00 (no change)

Disabled: \$.50 With Connect Transit Pass (no change)

Senior: Free with Connect Transit Pass (no charge)

One Day Pass: \$3.00 (new)

Seven Day Pass: \$10.00 (new) Provides a 28% discount if used two times a day for seven days

30 Day Pass: \$36.00 (increase of 24% compared to monthly Fast Pass) - Provides a 40% discount if used two times a day for thirty days

Monthly Fast Pass: Eliminated

Connect Mobility

One Way Fare: \$2.00 (no change)

10 Ride Card: \$20.00 (new)

20 Ride Card: \$40.00 (new)

Unlimited Monthly Pass: Eliminated

Mr. Johnson stated staff would schedule public hearings regarding the proposed fare structures and then return to the Board in the future with the results of the public hearing for them to consider.

Vice Chairman Mike McCurdy questioned if unlimited rides would be allowed on the one (1) day and three (3) day passes. Mr. Johnson affirmed.

Town of Normal Manager, Mark Peterson questioned if multi-ride disabled fares would be discounted. Mr. Johnson responded that they would not. Typically, ADA/Paratransit Transportation is ten (10) times more expensive. Mr. Peterson questioned if the idea behind the 10 and 20 ride cards was to provide more convenience. Mr. Johnson affirmed.

Trustee John Bowman questioned if other points of sale fare card vendors would be eliminated. Mr. Johnson stated that they would not. Connect Transit would continue to have outside vendors sell the fare cards.

Motion by Trustee Jennifer McDade, seconded by Trustee Judy Buchanan that Connect Transit staff be authorized to schedule public hearings for fare media structure with a Board of Trustees vote on July 26, 2016.

AYE: All

NAY: None

Motion carried.

Transportation Improvement Plan Recommendation

Andrew Johnson, General Manager introduced this item. This plan was for the Fiscal Years 2017 through 2021. The Transportation Improvement Plan (TIP) is required under Federal and State law and lays out Connect Transit's capital improvement plans for the next five (5) years.

Mr. Johnson provided a brief overview of the projected plans, which includes a new transfer center in Downtown Bloomington. He reminded the Board that these are projected plans, and not commitments. All potential projects must be included in the TIP in order to apply for funding for them. This indicates to the Federal and State governments that the Board of Trustees are supportive of Connect Transit's applications for funding to pay for the improvements.

Motion by Trustee Jennifer McDade, seconded by Vice Chairman Mike McCurdy that the FY2017 – FY2021 Transportation Improvement Program (TIP) be approved.

AYE: All

NAY: None

Motion carried.

(FY2017-FY2021 Transportation Improvement Plan on file at Connect Transit's office)

GENERAL MANAGER'S REPORT

Andrew Johnson, General Manager stated Connect Transit staff has already been working on a comprehensive outreach program for the route restructure. Now that it has been approved, staff would be reaching out to the public.

Mr. Johnson stated a model of the new farebox was in the room and available for viewing. The new fareboxes would be implemented June 3, 2016. The fareboxes would work much the same way as the existing fareboxes until the new fare structure has been completed. The new fareboxes will take cash and any transfers will be produced by the farebox at the point of sale. The transfer cards will have a mag stripe that the farebox will read at the next boarding.

Gabe Goldsmith, Public Outreach Coordinator and Melissa Chrisman, Marketing and Business Development Manager have been working very hard the last few weeks to educate the public on

how to use the new fareboxes. A lot of good feedback has been received from both the public and Connect Transit's Bus Operators.

Vice Chairman Mike McCurdy questioned the upcoming outreach efforts for the new route restructure. Ms. Chrisman responded that staff would begin with community organizations and Connect Transit's Universal Access Agreement clients. The biggest ambassadors are Connect Transit's Bus Operators. They will be instrumental in helping the riders learn the new routes. Fun promotions are being planned, which may include a week of free rides.

TRUSTEE'S COMMENTS

Town of Normal Manager Mark Peterson applauded Connect Transit for the outstanding job with the COA process. He believed that the delay was appropriate and the time was efficiently used. An important step would be to continue to monitor the performance of the system on the new routes and adjust as necessary.

Chairman Bill Wilson stated that the Board would take a five (5) minute recess.

ADJOURNMENT

Motion by Vice Chairman Mike McCurdy, Seconded by Trustee John Thomas to adjourn to Executive Session.

AYE: All

NAY: None

Motion carried.

Time: 5-25 p.m.

Motion by Trustee Ryan Whitehouse, seconded by Trustee Judy Buchanan to return to Regular Session.

Time: 5:29 p.m.

AYE: All

NAY: None

Motion carried.

Trustee Judy Buchanan stated after the periodic review of Executive Session minutes, the Board has determined that only those minutes of October 27, 2015 and February 23, 2016 may be released at this time. The Board will continue to review Executive Session minutes as required by law.

Motion by Trustee Jennifer McDade, seconded by Vice Chairman Mike McCurdy that the Executive Session minutes of October 27, 2015 and February 23, 2016 be released.

AYE: All

NAY: None

Motion carried.

Motion by Trustee Judy Buchanan, seconded by Trustee Ryan Whitehouse that the meeting be adjourned.

Time: 5:30 p.m.

AYE: All

NAY: None

Motion carried.

Ryan Whitehouse, Secretary