

MINUTES OF MEETING –May 4, 2020

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

DATE: Monday, May 4, 2020

PLACE: *Greater Peoria Mass Transit District Offices*

TRUSTEES PRESENT:

Art Bell- Chair (in person)
Jennifer Lee -Vice Chair (via phone)
Maxine Wortham-Treasurer (via phone)
Sharon McBride– Secretary (via phone)
Joan Krupa-Trustee (via phone)

OTHERS PRESENT:

Doug Roelfs	General Manager
Christine Feng	Chief Financial Officer
Desiree Carlson	CityLink, Executive Assistant & Board Support
Steve Green	CityLink, Director of Maintenance (via phone)
Andrew Dwyer	CityLink, Director of Mobility (via phone)
William Wombacher	CityLink Counsel (via phone)
Quentin Scherr	STL

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The regular meeting of the Greater Peoria Mass Transit District Board of Trustees was called to order by Chair Art Bell on Monday, May 4, 2020 at 5:30 PM.

1. Roll Call was taken by General Manager Doug Roelfs, and he reported that a legal quorum was met with Board Chair Bell attending in person and the other 4 members of the Board calling in (due to restrictions regarding social distancing due to the Coronavirus pandemic).

2. Pledge of Allegiance:

Doug Roelfs, General Manager, led the Pledge of Allegiance

3. Board of Trustee Annual Election of Officers:

Trustee Krupa presented the following slate of officers for the fiscal year 2021: Art Bell, Board Chair; Jennifer Lee, Vice Chair; Maxine Wortham, Treasurer; Sharon McBride, Secretary; Joan Krupa, Trustee. **Trustee Krupa made a motion to approve the above mentioned slate of Officers, and Trustee Wortham seconded the motion. Chair Bell asked if there were any other nominations, and hearing of none, the motion passed for the Annual election of Officers for FY2021.**

4. Chair's Committee Appointments:

The following are made: Joan Krupa, Program Development; ADA, Jennifer Lee; PPUATS Policy, Sharon McBride; By-Laws, Maxine Wortham; Conflict Resolution, Art Bell; Stuff-A-Bus, Sharon McBride; and Sponsorships, Art Bell. Others may be added as needed

5. Receipt and Reading of Minutes:

Chair Art Bell presented to the Board the minutes of the regular meeting of April 13, 2020. **Trustee Lee made the motion to approve, and Trustee Wortham seconded the motion. Motion Passed.**

6. Receipt and Reading of Communications:

There were no communications for this meeting

7. Report of Officers:

There was no report of officers

8. Report of Standing Committees:

There was no report of standing committees

9. Report of General Manager:

- A ridership report was included with the Board packet, however one of the numbers was skewed which affected the totals. We were actually down about 47% on the fixed route, and overall down 54% for the month compared to last year. Overall, it wasn't too bad compared to what other districts are seeing. And, we actually only had a 10% reduction in service. We will look at the Comprehensive Operational Analysis that we did which allowed for a "cost neutral" service this fall. Actually now, we are going to look at 10% and 20% reduction in service as IDOT is projecting a 45% cut in revenue for our Downstate Operating Assistance Program. They are still planning on giving us 65%, but with only 45% of the revenue coming in (just a projection), could go higher. We are going to do

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some early forecasting so we have a better idea of which way to go. The other added cost we shall have is the cost of deep cleaning and disinfecting our buses so they are safe.

10. Report of the Interim CityLift General Manager: Doug Roelfs for Brian Hiatt presented the following to the Board for April, 2020

- On Time Performance 97%
- Productivity 1.27
- Ridership 3,412, 0 denials
- Vehicle Billing Hours 4445.95
- Vehicle accidents: 0 preventable;0 non-preventable
- Incidents 0
- Workplace injury 0

We had 13 furloughed operators due to the reduction in service

11. Report of the CountyLink General Manager: Doug Roelfs for Brian Hiatt presented the following to the Board for April, 2020

- On Time Performance 98.80%
- Productivity 1.68
- Ridership 334 rides, 0 denials
- Vehicle accidents: 0
- Incidents: 0
- Workplace injuries 0

We had 5 furloughed operators and 2 on leave. Furloughed employees still receive medical benefits.

12. Public Comments:

There were no public comments

13. Old Business:

There was no old business

14. New Business:

A. Proclamation for GPMTD's 50 years of service-Art Bell

Art Bell read the Proclamation from the Mayor's office celebrating the 50 years of service for the Greater Peoria Mass Transit District (CityLink). Chair Bell stated that he and the rest of the Board appreciate everything that has been done for public transportation, and that the District has been pleased with the Management

B. Resolution 20-44 Recommendation to exercise contract option for Aramark for the Maintenance Department uniforms, towels, mats and laundry services rental for an amount not to exceed \$23,499.84 for the period 7/1/20-6/30/21-Doug Roelfs

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We thought with COVID-19 now and the problem getting other bids in, we want to go ahead and accept this contract option. **Maxine Wortham made the motion to accept and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

C.Resolution 20-45 Recommendation to exercise contract option for OSF for medical exams and drug and alcohol testing services for the period 7/1/20-6/30/21-Doug Roelfs

We have used OSF for the above tests, and the prices remain the same as they have been. The total will determine how many physicals and tests will be done. **Trustee Lee made the motion to approve, and Trustee McBride seconded the motion. Roll Call Taken. Motion Passed.**

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

D.Resolution 20-46 Authorization to apply for Accelerating Innovative Mobility (AIM) challenge grant with an estimated cost of the project to be \$40,000-Doug Roelfs

Proterra will do the work for us how to utilize the new electric buses, what routes they will work best on etc. The total cost will be \$40,000, \$8,000 local, but in the end our cost will be zero. We want the resolution to show that we have talked to the Board about this project. **Trustee Krupa made the motion to approve, and Trustee Lee seconded the motion. Motion Passed.**

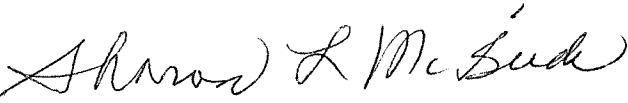
E.Financial Report-April 2020 Board Bills approval- Chief Financial Officer Christine Feng recommended that the Board approve the April 2020 operating expenses of \$2,221,482.42. Trustee McBride made the motion to approve the Board Bills, and Trustee Lee seconded the motion. Roll Call Taken. Motion Passed.

	<u>Aye</u>	<u>Nay</u>	<u>Absent at Vote</u>	<u>Abstain</u>
Art Bell, Chair	X			
Jennifer Lee, Vice Chair	X			
Maxine Wortham, Treasurer	X			
Sharon McBride, Secretary	X			
Joan Krupa, Trustee	X			

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Future Board meetings will be held Monday, June 8, 2020 and Monday, July 13, 2020 at 5:30 PM at the CityLink Administration Bldg.

By: 

Sharon McBride, Secretary