

The Board of Trustees of the Sangamon Mass Transit District met in a regular session in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting was called to order at 4:33 PM by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer
Sandra Douglas	Trustee
Jerry Doss	Trustee
Wynne Coplea	Trustee
Steve Schoeffel	Managing Director
Erik Bush	Director of Finance and Administration
Melissa Ashford	Director of Operations
Russell Reed	SMTD Counsel
Jason Sass	Associate Planner, SSCRPC

Excused

Leslie McCarthy	Secretary
Pete Roberts	Disabled Persons Advisory Committee

II. APPROVAL OF MINUTES

There were no comments or questions. Trustee Hasara noted the meeting packet indicated in-person meeting and inquired if all had been that way. Meeting agenda packets from March of 2020 – May of 2021 have all been marked ‘Virtual’ and the June meeting is the first to return to in-person. Trustee Doss made a motion to approve the minutes of the April 26, 2021, meeting, seconded by Trustee Davsko. The motion passed unanimously.

III. DIRECTORS REPORTS

Managing Director Schoeffel expressed appreciation to IT staff in their preparation for this board of trustee meeting. Director Schoeffel introduced Michelle Alexander, Grant & Procurement Manager to SMTD from Decatur Mass Transit. In addition, Anthony Mares, Marketing Specialist, was also introduced to the board. Director Schoeffel updated the board on bid schedules for the shared city/county facility. Employees of the Month include Joshua Scaife, Human Resource Specialist, and Mark Newman for SMTD Customer Service Award. Kudos to both. Director Schoeffel informed the board the state of Illinois’ Federal Electric Vehicle (EV) Pilot application was not awarded, so staff will be researching further means of exploring alternative fuels. Finally, Director Schoeffel reminded the public SMTD is subject to TSA directives that public transportation users must wear a mask while riding to combat the spread of COVID-19.

Director Ashford advised the board kick-off for the new fare-collection system will begin within the month and implementation is expected to begin in late July/early August 2021 with a project completion target of December.

New urban routes started the 7th of June with the summer run bid. Urban routes serve Chatham, Rochester, and Sherman, with Chatham providing the highest ridership. Ridership totals for Mainline and Access are somewhat comparable to 2019 levels, but still down to pre-COVID levels.

IV. REPORTS

A. Approval of April Financial Statements and May Cash Disbursements

Director Bush noted for the board total cash equivalents at the end of April followed a strategic build-up of cash reserves. SMTD has a large expense approaching in summer of 2021 the agency is saving toward.

Trustee Douglas made a motion to approve the April Financial Statements and May Cash Disbursements, seconded by Trustee Coplea. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: No report

Operations: Trustee Douglas inquired about hiring. Director Ashford advised hiring has been going well and operators are near full staffed.

Administration: Trustee Hasara reported she, Trustee McCarthy, and staff met to discuss union negotiations, administrative salary recommendations and other personnel matters to be addressed later.

C. Planning Commission Report: Jason Sass reported on progress the Regional Plan Commission is making on its downtown parking study. The draft Transportation Improvement Program will be voted on by the policy committee at the August meeting, post public posting requirements.

D. Disabled Persons Advisory Committee Report: No report.

V. NEW BUSINESS

a. Commercial Insurance Renewal of All Property and Liability Coverages in Effect

Tom Kavanaugh with Arthur J Gallagher provided an overview of the existing commercial insurance market coming out of the pandemic, and in relation to benchmark metrics SMTD presents in relation to peer agencies in the current operating environment. In a volatile market, SMTD continues to present a best-in-class risk metric profile allowing for AJG to limit our premium increase to 6%, total, across all lines. This is in comparison to nationwide premium increases of 20-25%.

Director Bush explained staff had spent time this renewal season researching transit risk pools, both nationally and within the state. While those pools offer a short-term cash advantage, for the long-term staff did not find pool premium funding to be in SMTDs best

interest as experience would gradually shift to the largest group in the pool, which would be SMTD.

Trustee Coplea motioned to accept staff's recommendation and direct staff to execute all necessary policy riders and contractual documents to effect, seconded by Trustee Douglas. The motion passed unanimously.

b. Place the CY21 Tax Levy Ordinance on File

Director Bush explained placing the Property Tax Levy on file for public inspection is an annual requirement. Staff complies with the Property Tax Extension Limitation Law (PTELL) which caps the levy extension to a max 5% or the percent change in Consumer Price Index, whichever is lower. To capture assessment activity not yet known, Staff uses 5% for a forecasted increase, which allows the county to set or decrease SMTD's extension accordingly. Staff will be bringing the Tax Levy back for approval at a future meeting once the public posting period has passed. Trustee Davsko made a motion to accept staff's recommendation and direct staff to publish a notice in general circulation to increase public awareness of the proposed levy, and to return after the statutory posting period for adoption consideration, seconded by Trustee Doss. The motion passed unanimously.

c. Authorizing Resolution for the FY21 Downstate Operating Assistance Grant

Director Bush explained SMTD annually applies for the Illinois Department of Transportation's Downstate Operating Assistance Grant program (D.O.A.P.). The application and eventual grant documents have all been submitted and contract documents are being drawn up by the state. The Fiscal Year 2022 DOAP request is \$13,129,371.00. This resolution effects the Managing Director's ability to execute grant contract documents when they are presented to SMTD and execute quickly to turnaround for cash flow purposes. Trustee Douglas made a motion to accept staff's recommendation and execute an Authorizing Resolution for Fiscal Year 2022 DOAP, seconded by Trustee Coplea. The motion passed unanimously.

d. Authorizing Resolution for the state of Illinois FY22 Rebuild Illinois Capital Application

Director Bush reviewed that in CY2020, SMTD applied for and received a \$3.5 million capital grant from the Illinois Department of Transportation's Capital Bureau. IDOT-Capital is again this year offering a call for projects from Illinois transit agencies and SMTD would like to participate. Staff has until the end of August to prepare its application and request. SMTD previously notified IDOT-Capital we planned on applying for between \$3.0 and \$5.0 million for facility, bus, technology, and infrastructure improvements and will use the FY22-FY25 Transportation Improvement Plan to guide requests. Trustee Doss made a motion to approve the Authorizing Resolution for Rebuild Illinois Round Two, seconded by Trustee Davsko. The motion passed unanimously.

e. FY22 SSCRPC Planning Agreement to continue Planning & Transportation Advisory Services

Managing Director Schoeffel brought forward our standard agreement with the Regional Plan Commission. As part of the Federal Government's unified work approach, SMTD annually participates with the Springfield-Sangamon County Regional Planning Commission to effect technical and policy work designed to plan and execute transit and transportation planning between different governmental bodies. SSCRPC serves as the coordinator for both short and long-term capital plans for IDOT, City, County, District, and others in the region. Trustee Davsko made a motion to approve the annual agreement for Plan Year 2022 between Sangamon Mass Transit District and Springfield-Sangamon Mass Transit District for a total of \$21,885.33, seconded by Trustee Doss. The motion passed unanimously.

f. Consider Contract Revision with Truman Flatt & Sons to install Unmetered Electric Service to Existing Lighting and Surveillance Cameras

Director Bush reviewed the history of the capital improvement project known as Junction Circle. The original plans called for solar to generate power for overhead lamps at the transfer center. In consultation with SMTD's project consultant, moving to fixed power needs to be done as solar did not achieve the project's objective for safe lighting in the area. To remedy, Truman Flatt & Sons proposes to go to an unmetered source directly from City Water, Light and Power (CWLP). This change order effects the switch from solar to direct supply. Trustee Coplea made a motion to accept the contractor's proposal to bring power to Junction Circle light poles at a capital cost of \$6,090.00 and an operating cost of \$10.50/month, seconded by Trustee Doss. The motion passed unanimously.

g. FY21 Board Meeting Dates

Director Bush presented the FY21 Board meeting dates for approval. The dates all comply with SMTD bylaws, but for December, which has been adjusted back to Monday December 20, 2021. Trustee Douglas made a motion to accept the FY21 Board meeting date calendar, seconded by Trustee Davsko. The motion passed unanimously.

VI. PUBLIC COMMENT

Jane Ford with Friends of Transit reported to the board a request for a shelter at the stop on Cooke Street. In another case, complaints about trash at a stop were forwarded to staff and remedied. In each case, Ms. Ford was pleased to report staff was very responsive

VII. CLOSED MEETING

Trustee Coplea made a motion, seconded by Trustee Hasara to close the Regular Meeting and open a Closed Meeting to discuss:

- 5 ILCS 120/2(21) Discussion of minutes of meetings lawfully closed under this act,
- 5 ILCS 120/2(2) Collective negotiating matters or salary schedule deliberations,
- 5 ILCS 120/2(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel, and,
- 5 ILCS 120/2(5) The purchase or lease of real property for the use of the public body.

The Regular meeting was closed at 5:13 PM to enter a Closed Meeting

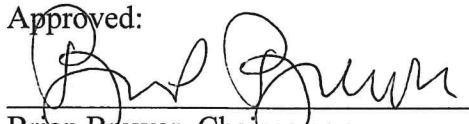
VIII. ADDITIONAL NEW BUSINESS

Trustee Coplea made a motion to accept staff's recommendation and approve a contract with SMTD employee unions ATU and a one-year agreement with SEIU, seconded by Trustee Hasara. The motion passed unanimously.

IX. ADJOURNMENT

Seeing no further business to come before the Board, Trustee Davsko made a motion to adjourn the meeting. Trustee Coplea seconded the motion and the meeting was adjourned at 5:45 PM.

Approved:



Brian Brewer, Chairperson



Leslie McCarthy, Secretary