

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on March 28, 2022 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 4:30 PM by Brian Brewer, Board Chairperson.

I. ROLL CALL Present:

- Brian Brewer Chairperson
- Sue Davsko Vice Chairperson
- Karen Hasara Treasurer
- Wynne Coplea Trustee
- Sandra Douglas Trustee
- Steve Schoeffel Managing Director
- Melissa Ashford Director of Operations
- Michelle Alexander Grants and Procurement Manager
- Russell Reed SMTD Counsel
- Pete Roberts Disabled Person Advisory Committee Report
- Shannan Kerrick SSRPC

Excused

- Leslie McCarthy Secretary
- Jerry Doss Trustee

II. APPROVAL OF MINUTES

Vice Chairperson Davsko made a motion to approve the minutes of the February 28, 2022, regular meeting of the Board of Trustees, seconded by Trustee Douglas. The motion passed unanimously.

III. DIRECTORS REPORTS

Director Schoeffel announced SMTD was partnering with School District 186, Memorial Hospital, and other local businesses to implement a ‘Future Leaders Program’ aimed at introducing local high school students to leadership experiences in different sectors across the community. Director Schoeffel reminded the public the TSA mandate on masks on public transportation remains in effect until April 18. Director Schoeffel thanked Friends of Transit for providing food for operators during the recent Transit Worker Appreciation Day. Finally, an open house for the new HUB rail improvement project will be held Thursday, March 31 from 4-7pm.

No reports from Finance and Administration.

Director Ashford discussed February ridership and the impact of snow routes.

IV. REPORTS

A. Approval of January Financial Statements and Cash Disbursements

Trustee Davsko made a motion to approve the January Financial Statements and Accounts Payable Disbursements, seconded by Trustee Coplea. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: Craig Metz, Vice President with Bank of Springfield provided a report to the board on the annual performance of the District's Other Post Employment Benefit Trust, established to pay future liabilities. The fund is performing well, even though it is limited by the conservatism of the Illinois Public Funds Act. Director Bush commented that staff would like to review the Act considering market changes since its inception in 2014 and hopefully find ways to increase return with no decrease in security to affect a better yield.

Operations: No committee report. Director Ashford noted for the board that Genfare testing is moving forward on the customer experience. SMTD is hoping to pilot the customer experience sometime in late April, with a mass release planned for mid-summer.

Administration: No committee report.

C. Planning Commission Report: Shannan Karrick with Springfield Sangamon County Regional Planning Commission (SSCRPC) reported that due to changes in federal funding levels, SSCRPC has planning grant money available.

D. Disabled Persons Advisory Committee Report: Mr. Roberts reported the ridership has been very receptive to the new colored cards, with positive feedback from riders. Pete reported the next meeting will be held in June.

V. UNFINISHED NEW BUSINESS: None.

VI. NEW BUSINESS:**a. Consider Authorizing Resolution for Section 5307 Capital Award**

Manager Alexander explained this application is to address three projects; remodel the board room, improve our approach to cyber security, and to update on-board video surveillance. Local match will be met using Transportation Development Credits.

Trustee Coplea made a motion to authorize staff to move forward with the 5307 application for projects identified, seconded by Trustee Douglas. The motion passed unanimously.

b. Consider FY23 Authorizing Resolution for Downstate Operating Assistance Award from the Illinois Department of Transportation

Director Bush explained SMTD is altering its approach to using IDOT apportionment of the District's annual funding. For Fiscal Year 2023, SMTD is applying for its full apportionment of \$27,241,500, breaking from practice of years past. Historically, SMTD has mirrored its DOAP application to that of our corporate operating budget. Also historically, SMTD then spends a good deal of effort going back into IDOT's platform throughout the year and adjusting line items to reflect actual activity because the limits in place in the IDOT platform are stricter than even state law. After discussing pros and cons with IDOT about encumbering the apportionment and finding no objection, staff has moved ahead with applying for the full apportionment. As there is no mechanism available for SMTD to generate the required match, SMTD will not receive the full apportionment but will not have to go back and re-align the budget in IDOT's platform, either. Also new

this year is \$2,000,000 being budgeted for “Debt Service”. This does not mean SMTD will go out and borrow \$2 million. It means items purchased using a debt tool can be reimbursed very quickly if those items are included in the annual application. As most awards are paid on a reimbursement basis from both state and federal sources, spending the cash before being provided the cash can create a cash-flow problem for an agency. While SMTD can request operating cash on an advance basis, that mechanism isn’t available for larger, more complex capital purchases. To this end, SMTD has approached its operating bank and is working with the bank to establish a credit tool known as a Line of Credit (LOC). The strategy is to use the LOC in combination with cash on hand and the eventual reimbursement to quicken procurements. Ideally, SMTD would complete a capital purchase of an item listed in the project inventory. A formal proposal is forthcoming and today’s board action does not bind SMTD to any borrowing contract, agreement, instrument, or otherwise.

Trustee Davsko motion to approve an authorizing resolution for Fiscal Year 2023’s Downstate Operating Assistance Program application, seconded by Trustee Douglas. The motion passed unanimously.

c. Consider Amended FY22 Corporate Operating & Capital Budget

Director Bush gave a presentation on the state of the current year spending plan, environmental factors that have impacted spending during the year such as commodity inflation and explained the reasons for dollar changes throughout the amended budget.

Trustee Coplea made a motion accept staff’s recommendation to place the amended FY22 budget on file, seconded by Trustee Davsko. The motion passed unanimously.

d. Consider proposed Curb Your Car 2022 Participation

Director Schoeffel explained the history of “Curb Your Car” Week as it has been a local event for several years in Sangamon County, organized by the Springfield Sangamon County Regional Planning Commission (SSCRPC). This year’s highlighted event is scheduled for May 19. Traditionally, SMTD has participated by providing a few prizes, such as 20-ride bus passes and “swag” to winners, as well as offering free rides to anyone riding their bike to an SMTD bus route and utilizing bus service for part of their journey. Additionally, SMTD has offered one day during that week as a Free Ride Day to anyone utilizing public transit to promote the fixed route bus system over driving.

Trustee Hasara made a motion to accept staff’s recommendation for continuation of Bikes Ride Free during Curb Your Car week May 16th through May 22nd and authorize staff to set one Free Ride Day during that week, seconded by Trustee Coplea. The motion passed unanimously.

VII. PUBLIC COMMENT

Jane Ford with Friends of Transit announced their planned attendance at the Rail/HUB Open House to be held March 31, 2022.

Scott Stahlman inquired of the Board of Trustees what efforts the District is making to address underserved areas, which were explained by Director Schoeffel. He was also

curious about the process of expansion and service route planning to address areas he feels may be underserved. Additionally, he inquired about event buses and Stop & Rides for local businesses.


VIII. CLOSED MEETING

IX. ADDITIONAL NEW BUSINESS

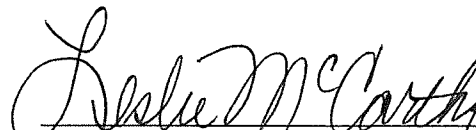
X. ADJOURNMENT

Seeing no further business to come before the Board, Trustee Douglas made a motion to adjourn the meeting. Trustee Davsko seconded the motion, and the meeting was adjourned at 5:27 PM.

Approved:



Brian Brewer, Chairperson



Leslie McCarthy, Secretary