

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on May 22, 2023, 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, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer
Sandra Douglas	Trustee
Wynne Coplea	Trustee

Not Present:

Leslie McCarthy	Board Secretary
Jerry Doss	Trustee

II. APPROVAL OF MINUTES

Trustee Douglas made a motion to approve the minutes of the April 24, 2023, regular meeting of the Board of Trustees, seconded by Trustee Davsko. The motion passed unanimously.

III. DIRECTORS REPORTS

Director Schoeffel informed the board a public hearing was set for June 5, 2023 to provide the public an opportunity to ask questions regarding the FY2024 budget and appropriation ordinance. Also, Director Schoeffel noted SMTD received state concurrence for TCS digital displays, as well as concurrence for furniture and fixtures for the new transfer center. Schoeffel also noted his attendance at the American Public Transportation Association CEO conference. Schoeffel found SMTD was in line with peers around the country in terms of ridership utilization and staffing needs, especially in the maintenance department.

Director of Finance and Administration Michelle Alexander explained SMTD had received concurrence for the purchase of eight new buses. SMTD was continuing to submit data for the Federal Transportation Administration testing information related to the spending of CARES money. Also, the Disadvantaged Business Enterprise report was turned in early, which was a great success for the finance department.

Director of Operations Melissa Ashford explained ridership was up 30% from last year. Curb your car week ridership produced 24,766 rides with Transit Tuesday producing 3,893 free rides. Ashford also informed that interviews would begin soon for the customer service representative positions at the new transfer center.

IV. REPORTS

A. Approval of March Financial Statements and Cash Disbursements

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

B. Board Committee Reports:

Finance: The finance committee met virtually to review the investment policy.

Operations: No meeting.

Administration: The administration committee met to review upcoming agenda items, along with transfer center updates.

IT Steering: Trustee Coplea was awaiting a staff meeting to review computer systems.

C. Planning Commission Report: No report.

D. Disabled Persons Advisory Committee Report: Pete Roberts was present to inform about the possibility for an application update to help blind riders.

V. NEW BUSINESS:**a. Consider Renewal Rates for FY24 Health Alliance Contract**

Troxell Representative Joe Ludtke explained the offering Troxell helps SMTD provide through Health Alliance with administration & compliance assistance. The group plan renewal rates call for a 22.37% increase over the prior year rates. Total health insurance costs projected for plan year 2023 are roughly \$2.9 million, which includes funding for the District's OPEB Trust. For plan year 2024, budgeted plan costs for the year will increase by approximately \$600,000. SMTD considers this a significant financial impact, as SMTD will see an increase in various areas of the budget, including fringe benefits and OPEB trust fund projections. Staff has incorporated these changes into the proposed FY24 budget.

Trustee Coplea made a motion to accept staff's recommendation and accept health alliance's rate renewal proposal for plan year 2023-2024, seconded by Trustee Hasara. The motion passed unanimously.

b. Consider an Authorization to Update Remote Manage Back-Up System

Grants and Procurement Manager Erin Appenzeller explained SMTD currently uses Heart East Peoria/Springfield to conduct the District's remote backups. Heart Technologies is shifting from a backup and restore model to a more robust cloud-based security platform. The new cloud platform meets the standard practices of a Business Continuity Disaster Recovery (BCDR) plan. If the District loses any data, it can be restored within minutes. SMTD will use DOAP funds with local match provided by SMTD for this purchase. Currently, with SMTD on an older, outdated platform SMTD is paying \$2,152.00. Switching to the new platform and entering into a three contract will decrease the monthly premium to \$1,597.00.

Trustee Hasara made a motion to accept the staff's recommendation to authorize the Managing Director to enter into a three-year contract with Heart East Peoria/Springfield for \$57,492.00, seconded by Trustee Douglas.

c. Consider an Authorizing to Purchase Tough Tablets for the Access Department

Grants and Procurement Manager Erin Appenzeller informed the board SMTD currently uses Android FZ-A3AVAAEAM tough tablets in the Access vehicles. These Android tablets are compatible with the Ecolane software used by Access. Prior to the tough tablets Access had different Android tablets that were less durable and couldn't withstand the different weather conditions of Central Illinois. SMTD decided to switch to these tough tablets and hasn't had any issues since the switch. SMTD is looking to upgrade the current tablets with the new version of the tough tablet.

Trustee Douglas a motion to accept staff's recommendation to authorize the Managing Director to purchase Android tough tablets, seconded by Trustee Davsko. The motion passed unanimously.

d. Consider Authorizing Resolution to Execute Line of Credit Application

Director Alexander explained in March 2023, SMTD applied for funding through IDOT's Downstate Operating Assistance Program (DOAP), which is a grant program that allows SMTD to cover eligible operating expenses for FY2024. The DOAP program, through the Debt Service section of the application, also allows for funding to be used on approved capital projects, which requires the use of a line of credit. SMTD has received pre-bid and pre-award concurrence from IDOT for the Bus Storage Garage Renovations project, which detailed the use of federal funding, state funding, and debt service to fund the project. SMTD has secured a line of credit through INB Bank for \$2,000,000 to use for this project, as well as other projects listed in the application. SMTD has previously used Debt Service using a line of credit from INB Bank.

Trustee Coplea made a motion to approve Resolution #2023-18 to authorize a debt servicing agreement with a private financial institution on behalf of the District, seconded by Trustee Davsko. Roll call was taken with all members present voting yes.

e. Consider Authorizing Resolution to Execute State Planning Grant Application

Director Alexander informed the board In March 2022, SMTD applied for funding through IDOT's Technical (Planning) Studies Program. SMTD was awarded \$180,000 through an IDOT Planning Grant opportunity, with local match provided by SMTD. The grant award will allow SMTD to evaluate ridership demand in various areas across SMTD's service area to determine how building a second transfer hub on the westside of Springfield could enhance integration and connectivity throughout the system. SMTD will also investigate alternative fuel technologies that could bring about operational efficiencies while maximizing sustainability across the transit fleet, as well as the potential type and cost of a new fueling facility and any route changes needed to accommodate any new facility recommendations. To obligate the awarded funds, SMTD will create a grant application through IDOT's Blackcat Reporting System.

Trustee Davsko made a motion to approve Resolution #2023-17 to authorize a grant award of \$180,000 to SMTD and authorize the Managing Director to apply and execute a technical assistance grant agreement on behalf of SMTD, seconded by Trustee Coplea. Roll call was taken with all members present voting yes.

f. Consider Proposed FY2024-2027 Transportation Improvement Program

Director Alexander explained the Transportation Improvement Program (TIP) is Sangamon Mass Transit District's contribution to the unified approach to comprehensive regional transportation planning. The TIP is a four-year, multi-modal program prepared annually to identify all federally funded and/or regionally significant transportation projects. Public notice of public involvement activities and time established for public review and comment on the TIP will satisfy FTA's Program of Projects (POP) requirements of the Section 5307 program. The TIP is consistent with the SATS 2045 Long Range Transportation Plan (LRTP) and is part of the vision of an interconnected transportation network by SATS member jurisdictions in the metropolitan area (MPA) of the Springfield Sangamon County Regional Planning Committee (SSCRPC).

Trustee Coplea made a motion to approve the draft SMTD Transportation Improvement Program for FY2024-FY2027, seconded by Trustee Douglas. The motion passed unanimously.

g. Consider Review and Update to SMTD Investment Policy

Director Alexander informed the board SMTD annually reviews the Investment Policy. During the FY22 Audit, comments were made to management regarding the investment policy's collateralization policy and diversification approach. SMTD has reviewed both standard best practices of governmental finance, as well as the Illinois Public Funds Investment Act, 30 ILCS 235, which prompted slight revisions during the current review of the investment policy.

Trustee Davsko made a motion to adopt the SMTD Investment Policy, as presented to the board of Trustees on May 22, 2023, seconded by Trustee Coplea. The motion passed unanimously.

h. Consider approval of Board Meeting Dates for Fiscal Year 2024

Director Alexander explained that the Illinois Open Meetings Act requires SMTD to annually establish a calendar of Board of Trustee meeting dates, times, and locations and make that calendar available to the public. The presented board meeting dates for fiscal year 2024 meet those requirements.

Trustee Douglas made a motion to approve the Fiscal Year 2024 (July 1, 2023 – June 30, 2024) Board of Trustee meetings calendar, seconded by Trustee Hasara. The motion passed unanimously.

VI. PUBLIC COMMENT

Springfield Alderman Roy Williams was in attendance with constituents from the Glen Aire subdivision. In attendance with Alderman Williams were Emmitt Hale and Barb Jones, both neighborhood association members who voiced concerns about SMTD busses traveling on Glen Aire. Members of the Glen Aire subdivision requested the service route be adjusted to a route that runs outside of the subdivision, primarily on Stevenson Drive, Taylor Avenue, Villanova Drive and Adloff Lane. Director Schoeffel ensured adjustments to the route would be considered and implemented as soon as possible.

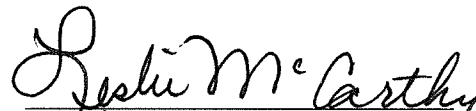
VII. ADJOURNMENT

Seeing no further business to come before the Board, Trustee Coplea made a motion to adjourn the meeting. Trustee Douglas seconded the motion, and the meeting was adjourned at 5:34 PM.

Approved:



Brian Brewer, Chairperson



Leslie McCarthy, Secretary