

The Board of Trustees of the Springfield Mass Transit District met in a regular session in the office of the Springfield 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
Susan Davsko	Vice-Chairperson
Karen Hasara	Treasurer
Leslie McCarthy	Secretary
Sandra Douglas	Trustee
Wynne Coplea	Trustee
Frank Squires	Managing Director
Diane Townsend	AMD of Finance & Administration
Angela Brooks	Superintendent of Transportation
Melissa Ashford	Superintendent of Access
Shoun Reese	Grants & Procurements Manager
Ruth Bellm	HR Manager
Steve Schoeffel	Service Planning & Marketing Specialist
Ed Gower	Counsel
Linda Wheeland	Senior Planner, SSCRPC
Jason Sass	Associate Planner, SSCRPC

Absent:

Jerry Doss	Trustee
Earl Amos	Superintendent of Maintenance

II. Approval of Minutes

There were no comments or questions. Wynne Coplea made a motion to approve the minutes of the July 27, 2015 Regular Meeting, seconded by Sandra Douglas. The motion unanimously passed.

III. Managing Director's Report

Frank Squires, Managing Director, no report given.

Diane Townsend, Director of Finance & Administration, stated that Laura Calderon, Executive Director of the Illinois Public Transportation Association, advised association members to prepare for payment delays from IDOT. Ms. Calderon requested cash balance forecasts and the effects of the late payments will have on SMTD's ability to provide service. A cash forecast tool has been developed. Ms. Townsend does not expect cash flow issues until after January or February. Three positions are open - one in

maintenance, one in administration, and one road supervisor that has been vacant since March 2015; hiring for these positions remain on hold.

The Fare box upgrade and the ten replacement buses awarded under Downstate Transportation Improvement Fund (DTIF) program were placed on hold by IDOT. SMTD was ready to complete the bus purchase in June but was awaiting IDOT Concurrence. New Flyer has suspended our bus order as a result. Shoun Reese added there are questions regarding the status of the pre-production work already completed. Ms. Reese informed the Board of the uncertainty of the bus delivery schedule that can be anywhere from 8 to 18 months out.

IV. Reports

A. Approval of July Cash Disbursements Frank Squires

There were no comments or questions. Karen Hasara made a motion to approve the July Cash Disbursements, seconded by Leslie McCarthy. The motion unanimously carried.

B. Board Committee Reports: Finance-Operations-Administration

Finance: Diane Townsend provided an OPEB Trust fund update. 73.5% of funds have been invested and a 4.5% target yield has been set. Information is submitted regularly from BoS staff. BoS will update board on investments in September.

Operations: Angie Brooks stated that the board approved route changes took effect July 1st. State Fair went well. Fall run bid started today. Steve provided an update on the Two-Minute hold tracking and on-time performance measures. Melissa Ashford stated that Access completed their run bid. Frank reported on behalf of maintenance that there are no major issues and maintenance is preparing for winter.

Administration: Karen Hasara stated that matters will be discussed in Closed Session. Brian Brewer stated that it is time to appoint board members to committees.

C. Planning Commission Report: Linda Wheeland reported that SSCRPC transportation improvement program is out public review, hopefully to be approved in September. SSCRPC is working on the annual listing of federally obligated projects. The 2015 Parking survey is completed and available on SSCRPC website. There is plenty of parking downtown. SSCRPC is preparing the 2040 long range transportation plan progress report to be sent out with SATS Technical Committee agenda this week. There are no 3rd Street rail projects included in the plan. The City and the State are discussing 3rd Street Rail projects and they may be included later.

V. New Business

A. Approval of Authorizing Resolution to Execute

The FY16 Downstate Operating Assistance Grant requires Board approval for submission. The FY16 Grant is a 10% increase over last year's appropriation. The Grant is for \$ 16,914,800.00 and we need board approval. Karen Hasara moved to approve the authorizing resolution to execute the FY16 Downstate operating Assistance Grant, seconded by Sandra Douglas. The motion passed unanimously.

B. ADA Paratransit Boundary Extension:

Melissa Ashford indicated a need for more ADA service due to the increased development on the west side of town. We are requesting approval to increase the ADA boundary from $\frac{3}{4}$ of a mile to 1.5 miles from the furthest mainline route. We would be able to provide the service for the additional area without a large increase in operations. Brian Brewer asked if this opens us up for requests for mainline route expansion. Melissa answered that paratransit is only affected by ADA boundary and staff is prepared to address these questions. Ms. Hasara commented it is wonderful, and the expansion of Concordia Village shows the need.

Leslie McCarthy moved to approve the extension of the ADA boundary to $\frac{3}{4}$ of one mile past the current $\frac{3}{4}$ of one mile, seconded by Wynne Coplea. The motion passed unanimously.

Ms. Hasara suggested moving the Public Comment period to allow the public to comment prior to proceeding to closed session address.

VI. Public Comments: Jack D. Travelstead, of Concordia Village, thanked the board on behalf of the residents of Concordia Village.

Sandra Douglas moved to close the open meeting at 4:58PM and move to open the closed meeting for the purpose of discussing (1) personnel matters involving the appointment, employment, compensation, discipline, performance or dismissal of specific employees pursuant to the Open Meetings Act (5 ILCS 120/2(c)(1)); and (2) collective negotiating matters between SMTD and its employees or representatives pursuant to the Open Meetings Act (5 ILCS 120/2(c)(2)), seconded by Karen Hasara. The motion passed unanimously.

VII. Closed Meeting

The Open meeting re-opened at 5:14 p.m.

A: SMTD/SEIU Local 73 Collective Bargaining Agreement

A motion was made by Wynn Coplea to ratify the tentative agreement with SEIU, seconded by Leslie McCarthy. The motion unanimously carried.

B. Personnel

A motion was made by Karen Hasara to approve the administrative salary increases of 2% with several exceptions, seconded by Leslie McCarthy. The increases are retroactive to 7/1/15. The motion unanimously carried.

VIII. Adjournment

Wynne Coplea made a motion to adjourn the open meeting, seconded by Sandra Douglas. The motion carried unanimously. The meeting was adjourned at 5:16 PM.



Leslie McCarthy, Secretary

Approved:


Brian Brewer, Chairperson