

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on April 25, 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:

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|--------------------|--------------------------------|
| Brian Brewer | Chairperson |
| Sue Davsko | Vice Chairperson |
| Karen Hasara | Treasurer |
| Wynne Coplea | Trustee (via phone) |
| Sandra Douglas | Trustee |
| Steve Schoeffel | Managing Director |
| Melissa Ashford | Director of Operations |
| Michelle Alexander | Grants and Procurement Manager |
| Russell Reed | SMTD Counsel |
| Jason Sass | SSCRPC |
| Jerry Doss | Trustee (arrived 4:55) |

Excused

- Jerry Doss (arrived 4:55 PM)
- Pete Roberts Disabled Person Advisory Committee Report

PUBLIC HEARING – Public Hearing to Discuss the Amended FY22 SMTD Corporate Budget

PUBLIC HEARING – Public Hearing to Discuss Consolidated Vehicle Procurement Application

II. APPROVAL OF MINUTES

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

III. DIRECTORS REPORTS

Managing Director Schoeffel reported the RFP for technology the new transfer center has been sent to IDOT’s capital bureau for concurrence, so we hope to hear back soon on issuing that for vendor response. Additionally, the District continues to work with the sheriff’s office on an intergovernmental agreement to provide security at the SMTD transfer center portion of the Sangamon County Transportation Center.

Director Schoeffel reminded the board about Curb your Car events the week of May 16-21 this year.

A recent meeting with the Springfield Sangamon Growth Alliance was productive, and Director Schoeffel reported the Growth Alliance will likely be making a presentation to the Board of Trustees at either the June or July meeting.

Finally, Director Schoeffel reported on his attendance at the APTA CEO conference recently, and ideas on board engagement were brought forward that staff will be spending time on.

Director Bush noted the finance committee met the week prior to discuss the proposed budgets and the meeting was very productive.

Director Ashford discussed SMTD's participation in local Earth Day events at Henson-Robinson zoo, where we ran a shuttle for the event. Ridership numbers will be forthcoming. March ridership was down, with weather being a likely contributing factor. Finally, staff is preparing for the summer run bid.

IV. REPORTS

A. Approval of February Financial Statements and Cash Disbursements

Director Bush noted the work of Specialist Mares and Director Schoeffel in bringing advertising revenue back to pre-pandemic levels. Trustee McCarthy made a motion to approve the February Financial Statements and Accounts Payable Disbursements, seconded by Trustee Coplea. The motion passed unanimously.

B. Board Committee Reports: Finance-Operations-Administration

Finance: Trustee Coplea reported the committee did meet and appreciate the overview of all the moving parts of the corporate budget.

Operations: SMTD is finalizing it's first draft of the ZEB Fleet Transition Plan, as required for all new grant awards. Staff hopes to present that soon in more detail.

Administration: No committee report.

C. Planning Commission Report: Mr. Sass thanked the board for their support of Curb Your Car and Earth Day events. SSCRPC continues work on the unified work program, which is federally mandated.

D. Disabled Persons Advisory Committee Report: No report.

V. UNFINISHED NEW BUSINESS: None.

VI. NEW BUSINESS:

a. Consider Amended FY22 Corporate Operating & Capital Budget

Director Bush spoke on the necessity of an amended budget due to two reasons: (1) The Illinois Department of Transportation requires our budget align with their monthly financial reporting. Any variances are adjusted by reallocation of funds from one line item to the line item needing addressed. As we have made budget adjustment requests for our FY22 Downstate Operating Assistance throughout the year, those now need to be codified with the adopted corporate budget. (2) SMTD has various capital awards in place from both the state of Illinois and the Federal Transportation Administration.

Trustee McCarthy 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 Authorizing Resolution for Section 5339 Bus & Bus Facilities Award

Michelle Alexander explained Section 5339 resources are competitive grants, which SMTD seeks annually to supplement traditional, annual 5307 grant funding. SMTD has requested 5339 (c) or 5339(b) funds to replace eight (8) 35' low-floor, heavy-duty diesel buses, with four (4) diesel-hybrid buses and four (4) CNG buses, which requests an award of either \$5,927,788 through the Low or No Emission grant opportunity for funding to purchase replacement buses and address workforce development, or the request of \$5,645,512 for the Buses and Bus Facility Competitive Grant Program. As required by federal public transportation law, Low or NO Emissions Grant Programs funds will be awarded competitively for the purchase or lease of low or no emission vehicles that use advanced technologies for transit revenue operations, including related equipment or facilities. Zero- emission projects will include costs for workforce development and training activities. Buses and Bus Facilities Program funds will be awarded competitively to assist in the financing of capital projects to replace, rehabilitate, purchase or lease buses and related equipment and to rehabilitate, purchase, construct or lease bus-related facilities.

Trustee Davsko made a 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 Renewal Rates for FY23 Health Alliance Contract

SMTD offers health insurance through a fully insured group plan provided by Health Alliance with administration & compliance assistance provided by Troxell, SMTD's third-party administrator since 2016. The group plan renewal rates have been presented by Joe Ludtke with Troxell. Joe noted Health Alliance called for a 17.5% increase over prior year rates. Total health insurance costs for plan year 2021 were roughly \$1.6 million, which includes funding for the District's OPEB Trust. For plan year 2022, plan usage remains high. When plan usage/experience goes up, rates tend to go up, when plan experience goes down, rates go down, or at least stabilize. Historically, our membership has kept its experience low. Our experience for the current plan year has been considerably higher what was expected, which combined with multiple years leading up to this of consistent years capped at 5% increases, leads to what we hope is an outlier correction. Staff has incorporated these changes into the proposed FY23 budget.

Trustee Douglas made a motion accept staff's recommendation to accept Health Alliance rate renewal, seconded by Trustee Davsko. The motion passed unanimously.

d. Consider FY23 Consolidated Vehicle Procurement Application

Michelle Alexander explained SMTD is required to hold public hearings as required from time to time. Through the Consolidated Vehicle Procurement Program (CVP), the Illinois Department of Transportation - Division of Public & Intermodal Transportation (IDOT-DPIT) makes grants to municipalities, mass transit districts, counties, and private non-profit organizations for ramp and lift equipped paratransit vehicles. Funding for these grants comes from varied sources, including the Federal Transit Administrations (FTA) Section 5309, 5310, 5311, 5316, and 5317 programs, as well as state resources. Previously, agencies eligible for different grants were required to submit numerous applications. The

consolidated vehicle procurement application was developed to make it easier for agencies to apply for funds and for the IDOT-DPIT to review project applications.

SMTD seeks to replace eight (8) medium duty Paratransit vehicle with a lift. The vehicles identified for replacement are all above 120,000 miles, and one is over eight years old and over 150,000 miles. The vehicles identified for replacement were originally procured through the CVP program in 2014, 2015, 2016, and 2017.

Trustee McCarthy made a motion accept staff's recommendation to accept application for the purchase of eight para-transit vehicle, seconded by Trustee Coplea. The motion passed unanimously.

e. Consider Ecolane Maintenance Renewal (2022-2027)

Director Bush explained SMTD acquired Ecolane scheduling hardware and software in 2017 for an initial investment of \$95,900 and annual maintenance costs of \$12,000. The original agreement, with two renewals, has expired and staff would like to renew. Given both the original investment and the disruption switching scheduling capabilities would cause, staff sees more benefit in remaining with the original vendor than through comparisons of like products as explained in the sole-source authorization request. After reviewing like products at the November 2021 APTA Transform Conference, where vendors from across the county were available, Ecolane's prices were found to be fair and reasonable.

Trustee Davsko made a motion to accept a five-year maintenance service agreement with Ecolane, seconded by Trustee Douglas.

f. Consider Proposed CY2023-2026 Transportation Improvement Plan

Director Bush explained the Transportation Improvement Plan is Sangamon Mass Transit District's contribution to the Unified Approach of comprehensive regional transportation planning. It's a list of federally or state funded projects identified by the District as potentially occurring in the year designated. Most grant awards required agencies use a Unified Approach to transit planning as analysts use the data to track projects and determine future funding needs. This work represents staff's best effort to employ long-range planning to identify future funding sources and match to uses. This isn't a financial commitment, but a planning document which will guide forward-planning efforts related to resource obligations, local share commitments, and procurement staging.

Trustee Hasara made a motion to approve the draft of the SMTD TIP and submit it to the Springfield Sangamon County Regional Planning Commission, seconded by Trustee Davsko. The motion passed unanimously.

g. Consider Bus Purchase(s) through the State of Washington DES

Motion was tabled.

h. Consider Proposed Transitional Zero-Emission Fleet Replacement Schedule

Motion was tabled.

i. Place Proposed FY23 Corporate Operating & Capital Budget on File

Director Bush explained the need for an amended budget ensure the balancing of the budget for the Agency's uses (expenses) is met with current sources (revenues + fund balance). Staff continues to work on the FY23 spending plan, and the document provided for review has served as the working document staff is using to build a spending plan for the period from July 1, 2022 – June 30, 2023.

Trustee Davsko made a motion to accept staff's recommendation to place the proposed FY23 corporate budget on file for public inspection, seconded by Trustee Coplea. The motion passed unanimously.

VII. PUBLIC COMMENT

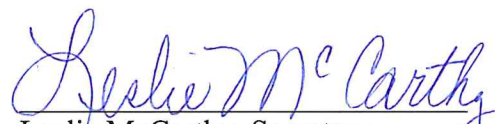
Jane Ford with Friends of Transit announced their planned attendance at the Rail/HUB Open House to be held March 31, 2022.

VIII. CLOSED MEETING**IX. ADDITIONAL NEW BUSINESS****X. ADJOURNMENT**

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

Approved:



Brian Brewer, Chairperson

Leslie McCarthy, Secretary