

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on March 24, 2025, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting called to order at 4:30 PM by Brian Brewer, Chairperson.

I. ROLL CALL Present:

Brian Brewer	Chairperson
Leslie McCarthy	Board Secretary
Sandra Douglas	Trustee
Charlie Stratton	Trustee
Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer

Absent:
Jerry Doss Trustee

II. APPROVAL OF MINUTES

Trustee McCarthy made a motion to approve the minutes of February 24, 2025, regular meeting of the Board of Trustees, and Trustee Douglas seconded. The motion passed unanimously.

III. DIRECTORS REPORTS

Chairperson Brewer provided communication that Managing Director Steve Schoeffel was absent from this meeting and advised the Board members to review his report in their board packets and send follow-up questions tomorrow. Director Alexander and Director Ashford will cover some of the information in their reports as well.

Director of Finance and Administration, Michelle Alexander, shared that staff members attended RTAC conference in March, which was a beneficial transit conference. IDOT was on site for a walk through on March 5th, where all of our Rebuild Illinois projects were reviewed. Triennial on-site review is scheduled for May 13-14, 2025. Seven staff members attended a class in Chicago to prepare for the Triennial review. Finance Department participated in the Active Transportation plan meeting on March 6th, and Sangamon County IT department was helpful in helping us resolve network phishing issues this past month. An RFP was released for audio visual needs for the training room, AECOM is an ongoing project that will present a comprehensive operational analysis at the board meeting next month, new doors were installed in the building and also a reminder the annual statement of economic interest are due May 1st, which is a requirement to submit.

Director of Operations Melissa Ashford advised that the customer service center at the transfer center opened March 17th. Operations is also currently involved with TSI installing

new cameras on the buses, the video footage is much improved, easier to access, and provides more coverage. Operations is working on new run bid and service changes for June. In regard to staffing, SMTD is nearly fully staffed and continues to keep head count up.

IV. REPORTS

A. Approval of January 2025 Financial Statements and Cash Disbursements

Trustee McCarthy made a motion to approve the January 2025 Financial Statements and Accounts Payable Disbursements, seconded by Trustee Davsko and the motion passed unanimously.

B. Board Committee Reports:

Finance: No Report

Operations: No Report

Administration: No Report

IT Steering: No Report

Planning Commission Report: Jason Sass reported they continue to work on long-term transportation plan and have it finished by April and approved by June. Also continuing to work on the Active Transportation Plan with CMT and will hold an open house for the public to review the plan on May 8th. There was a technical review meeting where they reviewed the draft plan. Curb Your Car and Active Transportation week is scheduled and the group continues to work on the Transportation Improvement Plan, which is a shorter-term five-year plan.

SMTD ADA Advisory Committee Report: No Report

V. NEW BUSINESS:

A. Authorize Execution of FY2026 Downstate Operating Assistance Program (DOAP) Application

Director of finance Michelle Alexander advised this is an application that SMTD submits annually to IDOT which covers 65% of eligible operating expenses.

Trustee Hasara made a motion to authorize the Managing Director to submit the Downstate Operating Assistance Program Application Trustee McCarthy Seconded the motion. Roll Call Vote Required, Passed unanimously.

B. Amended FY 2025 Corporate Operating & Capital Budget

Director of Finance Michelle Alexander advised that SMTD is proposing an amendment to the FY2025 budget. The overall amount will not change, but these adjustments will allow the budget to be posted and available for the public.

Trustee McCarthy made a motion to approve the FY2025 Budget as amended. Trustee Douglas Seconded the motion. The motion passed unanimously.

C. Authorization of Free Bike Rides during Curb Your Car Week and One day free fare during the week

Director of Operations Melissa Ashford advised that Curb your Car week is scheduled for May 11th-May 17th. SMTD will be offering free rides for anyone riding their bike to an SMTD bus route and utilizing the bus service for part of their journey, Also SMTD will designate one day during that week as a free ride day for anyone using public transit.

Trustee Douglas made a motion to accept staff's recommendation for continuation of Bikes Ride Free during 2025 Curb Your Car week May 11th through May 17th and authorize staff to set the Free Ride Day for fixed route passengers during that week. Trustee Desko Seconded the motion. The motion passed unanimously.

D. Authorize Resolution to Execute Grant Application, IL-2025-014-00.

Finance Director Michelle Alexander reported that SMTD was awarded \$17,807.630 to purchase replacement buses with this grant and obligates this money to a grant agreement.

Trustee Davsko made a motion to approve SMTD staff to execute grant application, IL-2025-014. Trustee McCarthy seconded the motion. Roll Call Vote required. The motion passed unanimously.

VI. PUBLIC COMMENT

Mr. Walker commented and thanked SMTD for making the Board Meetings available on YouTube as it is easier for him to access. He voiced concern over signage, and alternate route postings.

VII. ADJOURNMENT

Seeing no further business to come before the Board, Trustee McCarthy made a motion to adjourn the meeting, seconded by Trustee Douglas. The meeting adjourned at 4:55 PM.

Approved:


Brian Brewer, Chairperson


Leslie McCarthy, Secretary