

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on August 22, 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 Sue Davsko, Board Vice-Chairperson.

I. ROLL CALL Present:

Sue Davsko	Vice Chairperson
Karen Hasara	Treasurer
Leslie McCarthy	Board Secretary
Wynne Coplea	Trustee
Jerry Doss	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

Excused

Brian Brewer	Chairperson
Jason Sass	SSCRPC

PUBLIC HEARING – Rebuild Round Two Award Notice

II. APPROVAL OF MINUTES

Trustee Douglas made a motion to approve the minutes of the July 25, 2022, regular meeting of the Board of Trustees, seconded by Trustee Hasara. The motion passed unanimously.

III. DIRECTORS REPORTS

Director Schoeffel reported the transfer center continues to be on schedule. Contractors are still forecasting an end of year completion date, which leaves the acquisition of furniture, fixtures, equipment, displays and IT remaining. Supply chain issues remain a concern for staff and opening. Several other procurements continue to progress. Additionally, \$5.9 million in low-no grant funding has been made available, toward which SMTD plans on using the funds to transition the remaining diesel engines in the fleet to hybrid. Bid responses were due for the south storage garage with only one bid being submitted on July 12. Staff was not able to make a fair and reasonable price determination, thus the project will go out to bid again soon. Lastly Director Schoeffel announced the birth of a son to HR Manager Josh Scaife and his partner. Baby, mom, and dad are doing well.

Director Bush brought attention to the end of year financial activity represented in this month June financial packet, as it represents the end of the fiscal year. The accounting staff believes SMTD will be able to add funds to reserve as a result of operations. Audit preparations are well underway, with delivery planned for October/November.

Director Ashford reported school had started back up and staff and the kids are settling in to a new school year on the buses. Reviewing ridership with the board, SMTD is at 80%

of pre-pandemic levels. Ridership growth continues on an upward trend. Another good sign is the return of international students to UIC as they have historically been active transit users.

IV. REPORTS

A. Approval of June Financial Statements and Cash Disbursements

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

B. Board Committee Reports: Finance-Operations-Administration

Finance: No report. Director Bush extended his appreciation to the board for their support of staff over the last six months with capital audits, triennial, and other regulatory audits SMTD cycles from one to another. It's helpful having the support.

Operations: No report. Trustee Douglas expressed excitement about continued ridership growth.

Administration: No report.

C. Planning Commission Report: No report.

D. Disabled Persons Advisory Committee Report: No report.

V. UNFINISHED NEW BUSINESS: None.

VI. NEW BUSINESS:

a. Consider Sole Source Renewal Of Service Agreement(s) with Clever Devices for ITS Service Support

Director Bush explained this item stems from a purchase in 2017 wherein SMTD invested \$2.7 million Intelligent Transportation System for the fleet. SMTD finds itself in its fifth year of the implementation/crossover and the renewal of hardware and software licenses is now due for consideration. Director Bush explained to the board how 'reasonability' was approached, which in this case was a like product annual subscription comparison and with that, pricing was not out of bounds in its pricing of each products warranty and service agreement.

Trustee Coplea made a motion to accept staff's recommendation to renew a warranty and service agreement with Clever Technologies for a total of \$92,195, seconded by Trustee Hasara. The motion passed unanimously.

b. Consider Sole Source Procurement of Locks for Facilities

Grants & Procurement Manager Alexander explain that in preparation for the new transfer center, SMTD was looking for a holistic approach to its facility security systems. With the administration and garage facilities already outfitted and maintained by A-1 Locks, extending their service to the transfer center allows for continuity of hardware and software

needs across buildings. Operating multiple systems for multiple facilities would lead to both inefficiencies and extra costs, therefore staff is requesting A-1 Locks remain the vendor of record for equipment and locks in current and future facilities. This specific request is for \$68,359.36 specifically for the transfer center. Trustee Coplea asked Manager Alexander to explain TDC. Transportation Development Credits (TDC) allows agencies to apply for credits issued by the state of Illinois, which FTA sees as local share should IDOT award the TDC. The TDC then computes into SMTD's local share calculation, lowering the actual cash needed by SMTD for the project. The board enjoyed a robust conversation regarding the utility of TDCs. Trustee Davsko asked if A-1 was local, which staff confirm they are.

Trustee Doss made a motion to accept staff's recommendation authorizing the Managing Director to purchase the equipment as quoted by A-1 Locks for \$68,359.36, seconded by Trustee Douglas. The motion passed unanimously.

c. Consider Corporate Surplus Property Policy

Director Bush explained this was an effort to reduce to document form the processes SMTD has been following to declare equipment surplus and make ready for disposal. As staff has updated several financial policies this year, Director Bush noted there were no major updates or diversions from current practice, but merely a collection of all those decentralized practices and processes. As a public agency, SMTD must employ a higher standard of care of taxpayer assets.

Trustee Coplea made a motion approve the surplus disposal policy as presented by staff, seconded by Trustee Douglas. The motion passed unanimously.

d. Consider Annual Renewal of Partnership with Springfield-Sangamon Regional Planning Commission for Plan Year 2023

Director Schoeffel explained this is our standard annual agreement to work with RPC staff on projects such as comprehensive planning, and long-range transportation planning services.

Trustee Hasara made a motion accept staff's recommendation to approve the annual agreement for Plan Year 2023 between Sangamon Mass Transit District and Springfield-Sangamon County Regional Planning Commission for a total of \$21,866.87., seconded by Trustee Coplea. The motion passed unanimously.

VII. PUBLIC COMMENT

Jane Ford with Friends of Transit expressed delight on the progress of the transfer center and gave a virtual round of applause to staff. An update on Greyhound was sought with Director Schoeffel noting those updates will come later.

VIII. CLOSED MEETING

None

IX. ADDITIONAL NEW BUSINESS

None

X. ADJOURNMENT

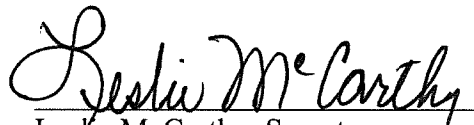
Trustee Coplea expressed thanks to staff for a successful state fair service, it was wonderfully advertised.

XI. Seeing no further business to come before the Board, Trustee McCarthy made a motion to adjourn the meeting. Trustee Douglas seconded the motion, and the meeting was adjourned at 5:07 PM.

Approved:



Brian Brewer, Chairperson



Leslie McCarthy, Secretary