

Public Transportation Advisory Commission Public Hearing  
Transit Conference Room, Galesburg City Hall, 1025 Monmouth Blvd. Galesburg, IL  
Thursday, February 22, 2024  
1:00 p.m.

Members Present: Genny Gibson, Shannon McVey, Linda Miller, and John Peterson, 4. Members Absent: Annette McAllister, Stephanie Grimes, and Rose Morris, 3. Also present: Kraig Boynton, Mary Foutch, and Kelli Bennewitz.

Genny Gibson called the meeting to order at 1:02 p.m.

**Public Comment:** None

A motion was made by Shannon McVey, seconded by John Peterson, to approve the minutes of the February 8, 2024, meeting. The motion carried.

**Public Hearing:**

**Agenda Item PT-24-0201SP**

**Section 5311 and Downstate Operating Assistance Grant Applications for SFY 2025**

The Public Hearing was called to order at 1:03 p.m.

Stephanie Grimes entered the meeting at 1:03 p.m.

Kraig Boynton, Transit Manager, explained that the City applies for two operating assistance grants from the Illinois Department of Transportation to fund the daily operating and administrative costs for transit operations. He noted that the State fiscal year 2025 runs from July 1, 2024, to June 30, 2025.

The first grant is the Federal Section 5311 Operating Assistance Grant, which reimburses the City for 50% of the operating deficit (operating expenses less revenues) and 80% of administrative costs.

The second grant is the State Downstate Operating Assistance grant, which reimburses the transit system for 65% of total expenses. This year's DOAP appropriation is \$3,041,600. Historically, the City has not spent the full DOAP appropriation amount due to the local match it would require.

Boynton reviewed the estimated costs for the program:

|                                       |                    |
|---------------------------------------|--------------------|
| Federal Transit Administration        | \$351,507          |
| Illinois Department of Transportation | \$1,977,040        |
| Local Match                           | \$654,643          |
| Transit Revenue                       | \$58,410           |
| <b>Total Project Cost</b>             | <b>\$3,041,600</b> |

He noted that these projections could change since the City and Transit staff will be looking at the Transit Study and could be implementing changes, in particular including the county in the transit system. Boynton also added that Jared Hawkinson, Knox County Board Chairman, is on the TAC Committee.

Boynton reported that approval for the Section 5311 Grant and Downstate Grant applications will go to the City Council at their first meeting in March.

A motion was made by Stephanie Grimes, seconded by Shannon McVey, to approve the recommendation to apply for the Section 5311 and Downstate Operating Assistance Grants for SFY 2025. The motion carried.

**PT-24-0202SP**

**Service Contract with Knox College**

Transit Manager Boynton stated that this contract with Knox College allows the payment to be counted as local match rather than program revenue. As local match, the contract amount will allow the City to utilize more of the Downstate Operating Assistance Program (DOAP) funds allocated by the State of Illinois. DOAP funds cover 65% of all transit operating costs for the City.

This service contract would not change any routes or frequency to the Knox College campus. All currently enrolled Knox students, faculty and staff will have unlimited access to all City of Galesburg Transit routes during all City of Galesburg Transit operating hours between March 2024 and February 2025. Students, faculty, and staff will use their Knox Student/Employee ID to access the buses.

The service contract, running from March 2024 through February 2025 will be \$2,500, a \$500 increase from last year. It will be reevaluated each year and increase or decrease depending on the numbers from the previous year.

A motion was made by Linda Miller, seconded by Stephanie Grimes, to recommend the approval of the service contract with Knox College. The motion carried.

The Public Hearing adjourned at 1:14 p.m.

/s/ Kelli R. Bennewitz  
Kelli R. Bennewitz, City Clerk