

Public Transportation Advisory Commission Public Hearing
Transit Maintenance Facility, 1025 Monmouth Blvd. Galesburg, IL
Thursday, October 9, 2025
1:00 p.m.

Members Present: Annette McAllister, Suzanne Hillier, Stephanie Grimes, Genny Gibson and Lindsay Miller.

Members Absent: Shannon McVey and John Peterson.

Also present: Kraig Boynton and Mary Foutch.

Genny Gibson called the meeting to order at 12:59 pm

Public Comment:

None

A motion was made by Member Grimes, seconded by Member McAllister, to approve the minutes dated August 14, 2025. The motion carried.

Agenda Item PT-25-0901

Service Contract with Western Illinois Area Agency on Aging

This service contract allows the reimbursement from Western Illinois Area Agency on Aging (WIAAA) 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 Operation Assistance Program (DOAP) fund allocated by the State of Illinois. DOAP funds cover 65% of all transit operating costs for the City.

The Contract between WIAAA and the City of Galesburg Public Transportation (GPT) has expired. The contract provides Paratransit service for older adults age 60 or older and if necessary for their caregiver at no charge who reside in Knox County.

The Service contract with WIAAA will be October 2025 through September 2026.

The motion was made by Member Miller, seconded by Member McAllister, to approve the service contract with WIAAA. The motion carried.

Update

Kraig Boynton, Transit Manager, updated the commission on the following items:

MAIN GRANT REVENUE SOURCES

DOAP/5311 for State Fiscal Year 2025 (July 2024 through June 2025)

Description	Amount	Budget
Total Expenses	\$2,524,584.59	\$3,041,600.00
5311 Revenues	\$351,507.00	\$351,507.00
DOAP Revenue	\$1,641,006.18	\$1,977,040.00
Project Income	\$49,520.11	\$58,410.00
Local Match Rec'd (non-City)	\$51,146.84	\$45,000
Interest from Fund 32	\$4,175.48	\$0.00
Local Match Needed from City/Other	427,228.98	\$609,643.00

DOAP/5311 for State Fiscal Year 2026 (Billing through August 2025)

Description	Current Amount	Budget
Total Expenses	\$416,206.51	\$3,041,600.00
5311 Revenues	\$223,391.08	\$351,507.00
DOAP Revenue	\$185,207.81	\$1,977,040.00
Project Income	\$7,607.62	\$58,410.00
Local Match Rec'd (non-City)	\$7,910.60	\$45,000
Interest from Fund 32	\$666.10	\$0.00
Local Match Needed from City/Other	\$0	\$609,643.00

STAFFING

- We continue to have part-time positions open for: bus drivers, paratransit drivers, amnd dispatchers.

FLEET - Vehicles Updates as of 10/09/25

1701- Currently in Carol Stream awaiting repairs. Once approved by Council on 10/20/25, the repairs will be authorized.

1301 – is having a air bag issue and needs to have a valve ordered and replaced..

470 needs an evaporator core for the A/C unit.

2004 has an oil leak within the engine and will be taken to Ford of Galesburg for repairs as the engine will need to be pulled to complete the repair. We have learned the SMTD does not perform repairs on 550's.

461, 462, 464, & 468, - These paratransit buses have been approved for disposal by the City; but awaiting approval from the State. Mary has submitted paperwork for disposal. We are currently waiting on concurrence from IDOT.

Through cooperation with IDOT, we will be getting another used SMD bus. This one is a 2019 Ford F550 with approximately 82,000 miles on it. We look forward to getting it on hand and ready to roll for us.

GRANT UPDATES

Rebuild Round II (Dispatch software) Now that dispatch software has been up and running for a few months, I have asked staff to compile a list of concerns/questions that they have regarding the software so that we can schedule a follow-up meeting with the trainer to address these items. In the near future, we will be implementing tablets on the fixed route system and look forward to implementing this process to be able to have all of our reporting on the Tripmaster system.

As a part of this process, we have completed an audit of all of the stops on the system so that updated GTFS files can be provided to Google, Tripmaster, and Passio. This audit will provide the best detail for our riders on where to catch the bus and it will also provide the stop points for drivers as we move to the tablets so that they can better track data of where people are getting on and off the bus. Ultimately, we will also be able to implement an E-pass system as well for monthly ridership. Our ultimate goal is to show the convenience of a monthly pass so that we further cut down on cash transactions for patrons riding the bus.

With that said, the new PassioGo App is up and running if you have not had the opportunity to check it out. It is pretty slick!

IDOT's Countywide Service Goal – We continue to work towards a goal of offering Countywide on-demand services. Based on new budget numbers computed when working on this year's City budget, a revised budget and ask was provided to the County Chair on September 4, 2025. The anticipated cost of expansion is estimated at \$541,554.75 for on demand services in 2027. We have asked the County to contribute \$135,388.69 towards this endeavor. This reflects a 25% commitment on the cost of the program. City staff feel that this is a fair ask when considering the City will be responsible for maintaining infrastructure which is not figured into the operating budget figures above. I am awaiting a meeting to be scheduled with their steering committee.

CVP requests – At this week's bi-monthly meeting with IDOT, we were informed that there should be a new CVP request out sometime in January 2026. We look forward to applying for additional new vehicles.

FED Grant for two buses – In February 2024, I confirmed with IDOT that they would be processing an amendment so we could purchase the 22 passenger vehicles instead of Gillig's under this grant. I also reminded them that the grant was set to expire 12/31/24 and would need to be extended. IDOT provided an amendment document in July which was approved by Council (07/15/24) and returned to IDOT to process.

In July 2024, IDOT realized that a Federal Amendment would have had to have been processed in addition to the State amendment we signed in July. Their solution then was to order the buses off of the CVP with an amendment (at state level to the CVP) and then reallocate this grant

elsewhere. This conversation occurred at the beginning of October with Karen Rogulja. I have not received any paperwork. A follow-up email was sent to Karen Rogulja on 10/28 and 11/14.

My last email with the Section Chief for vehicle procurement regarding this topic was on August 21, 2025. At that time, Zoe indicated that Midwest Transit Equipment had prepared price adjustment documentation for the contract and that the process would be initiated in the next week to get the price adjustment amendments fully executed. Once completed, she would order the buses. She indicated that the 2026 chassis would not go into production until January so the time frame for delivery was still uncertain. I sent a follow up email this morning asking for an update.

Low-No emission buses (2): As with the CVP, we are at the mercy of IDOT working with the vendor to deliver these. I will continue to follow up with IDOT as we will have to have power in place to service the charging stations that are supposed to come with these units. (No change since February.) Sent follow-up email to Zoe on 11/14/24. Given the change in leadership at the Federal level, it is thought that these grants will most likely be rolled back. No new updates as of 10/09/25.

CARES Grant – We currently have a balance of \$506,606.87 in CARES Funds available. I had a very frank discussion with the Operating Bureau Chief last week regarding the status of our fleet and the fact we have reached the point where we will need to consider shutting down routes when buses are not operating. He has now approved the use of CARES funds to complete the \$36,980.66 in repairs needed on hybrid bus 1701 that is in Carol Stream. This repair will be on the agenda to be approved by the City Council on October 20th and then I will have a PO issued to the vendor.

As a part of this conversation, we also discussed Capital projects that were requested under a prior call for projects that the former Bureau Chief requested. IDOT has been working on getting an amendment approved to use CARES money for those projects. One item on that list is a generator for this building. As the ask was made three years ago, pricing will obviously need to be updated. I also inquired about adding battery replacements for the hybrid buses to this amendment as the buses have now reached the age where this costly replacement will be coming. I have reached out to the Carol Stream vendor to provide pricing so I have it in my back pocket for this project. It should be noted that we are one of the few transportation entities left with CARES Funding available. I should also note that the Federal shutdown will show down any future approval/reimbursements as this is from a Federal grant.

IDOT – The City was not a recipient of any grant dollars on the recent call for projects that occurred in May 2025. As a part of that request, I asked for just under \$15 million covering seven projects. It appears a majority of the funds slated for transit went to CTA and other larger organizations. We were informed at this month's bi-monthly meeting that an additional call for projects is scheduled to come out in the near future.

1. Proposal to Expand existing Transit Maintenance Facility \$7.5 million
2. Proposal to create a dedicated transfer facility downtown \$6.0 million
3. Proposal to add solar panels to the Transit Maintenance Facility \$300,000

4. Proposal to add solar lighting & USB charging stations to shelters \$136,000
5. Proposal to purchase four mobile column lifts \$65,000
6. Proposal to add a generator to the Transit Maintenance Facility \$280,000
7. Proposal to purchase 3 fixed route buses (22-passenger) \$580,000

MISCELLANEOUS

RIDERSHIP FOR STATE FISCAL YEAR 2025

	SFY'25	SFY'24	% Increase
Fixed Rides			
Short Fare	239	259	-7.72%
Knox College	6,262	4,402	42.25%
Sandburg College	8,891	6,862	29.57%
Single Ride Ticket	373	497	-24.95%
Cash Fare	12,503	15,403	-18.83%
Student Fare	535	668	-19.91%
Disabled	0	33	-100%
Senior	10,472	12,013	-12.83%
Child	2,352	1,925	22.18%
Disabled Free	7,785	9,357	-15.84%
Warming Shelter	109	2,138	-94.90%
Monthly Pass Ride	9,628	9,887	-2.62%
White Punch Card	18,624	14,365	29.65%
Green Punch Card	4,627	4,499	2.85%
KCHA – Adult	19,121	10,170	88.01%
KCHA – Child	2,972	1,083	174.42%
Veterans Assistance	40	0	100.00%
Total Fixed Rides	104,623	93,561	11.82%
Paratransit Rides			
Day Passes	8,494	8,487	0.08%
Cash Riders	2,289	2,833	-19.20%
County \$5	12	0	100.00%
WIAAA City	4,945	3,522	40.40%
WIAAA County	307	689	-55.44%
WIAAA Outside County	408	310	31.61%
Total Paratransit Rides	16,455	15,841	3.88%
Total Rides	121,078	109,402	10.67%

Service Contracts in place:

Name of Agreement	Value	Expiration Date
Sandburg College	\$7,400	06/30/27
KCHA	\$25,000.00	12/31/27
Knox College	3,000.00	02/28/26
Knox Co Veterans Assistance	No cap	N/A
WCHA	\$25,000	12/31/27
WIAAA	34,894	09/30/26
*Graham Hospital Association	No cap	09/30/26

Graham Hospital Association – We have had numerous conversations with Graham in the last year about building a service contract. Last month, we provided Graham with a draft service contract for review and they have accepted. This agreement which has been approved by PTAC will run one year from the approval of the City Council (September 2025). Rates agreed to:

- \$5.00 per one way trip in town
- \$15.00 per one way trip remaining County and Monmouth.
- \$40.00 per one way trip for Moline/Peoria/Rock Island/Canton (Medical only)

Their intent is to start with the new wound clinic and expand from there.

City staff have met with and provided draft service agreements to Thrive as well as the Knox County Health Department.

This week, we met with the Galesburg Rescue Mission and will present a service contract to PTAC for approval in November similar to the resolution we have in place with General Assistance where they will be able to buy passes at a 25% discount from GPT and this will serve as a local match.

Upcoming service contract discussions:

Safe Harbor (Dylana Larson) and the Salvation Army (Nikki Hudson). Both organizations have reached out to us about a transportation agreement. We envision entering service contracts with these organizations similar to what we are proposing for the Galesburg Rescue Mission.

We are in the final stages of approval for the OSF Service agreement. The rates on this agreement will match what has been offered to and accepted by Graham Hospital. The legal process has been a bit more cumbersome as OSF is a larger organization.

Future considerations for service agreements:

- VA Hospital
- Blick Art Supplies
- Fresenius

Medicaid Reimbursement

Mary completed the application paperwork in August and submitted it to Medicaid for approval. In addition, she coordinated a virtual inspection with the organization that was performed by she and Dedra. With these efforts, we received notification that we have been approved to provide Medicaid transportation services. Mary is researching the next steps so that we are listed as an option for providing transportation as well as verifying how our billing will work through Tripmaster. It is the intent that we will visit a transportation provider already providing the service and utilizing Tripmaster so that we avoid pitfalls.

Public Outreach

In the last month, I have attended events at Sandburg College and Knox College welcoming their students back to campus and discussing transportation (the app) as well as the fact that there are service contracts in place allowing their students to ride for free.

In addition, I was asked by the HSTP Coordinator in Peoria to provide a presentation on our efforts to convert to serve the entire Knox County with public transportation.

Member Miller motioned to adjourn the meeting, seconded by Member Grimes.

The meeting adjourned at 1:44 p.m
