



**Champaign-Urbana Mass Transit District (MTD)
Board of Trustees Meeting**

MINUTES – Approved as Distributed 4-25-2018

DATE: Wednesday, March 28, 2018
 TIME: 3:00 p.m.
 PLACE: Champaign City Council Chambers
 102 North Neil Street, Champaign, IL

The video of this meeting can be found at:
<https://www.youtube.com/CUMTD>

Trustees:

Present	Absent
Dick Barnes	
Linda Bauer	
Bradley Diel (Chair)	
Margaret Chaplan (Vice-Chair)	
	Matthew Cho
James Faron	
	Bruce Hannon

Advisory Board:

Present	Absent
Brian Farber	
	Jacob Rajlich

MTD Staff:

Karl Gnadt (Managing Director), Brenda Eilbracht (Chief Administrative Officer), Amy Snyder (Customer Service Director), Eric Broga (Maintenance Director), Jane Sullivan (Grant Manager/Sustainability Planner), Jan Kijowski (Marketing Manager), Lisa Meid (Media Manager), Kirk Kirkland (Facilities Director), Jolene Gensler (Comptroller), Fred Stavins (Counsel), Beth Brunk (Recording Secretary)

Others Present:

MINUTES

1. Call to Order

Chair Diel called the meeting to order at 3:01 p.m.

2. Roll Call

A verbal roll call was taken, and a quorum was declared present.

3. Approval of Agenda

MOTION by Ms. Chaplan to approve the agenda as distributed; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

4. Audience Participation

None

5. Approval of Minutes

A. *Board Meeting – February 28, 2018*

MOTION by Ms. Bauer to approve the minutes of the February 28, 2018 MTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

None

7. Quality Management System (QMS) Management Review

Amy Snyder presented the District's QMS Management Review. This system will primarily serve two purposes: monitoring continual improvement and increasing focus on our customers and products.

8. Reports

A. Managing Director

Mr. Gnadt reported on February statistics. The recently enacted Omnibus Spending Bill is good for infrastructure and transit. If MTD does not receive funding for Illinois Terminal Expansion through TIGER and FTA Bus & Bus Facilities grant programs in the current fiscal year, the District will reapply for FY2018 grants from the same programs. As a result of the favorable Omnibus Bill, the next round of grants will have significantly higher spending levels. The IT Expansion project will happen at some level. The Token Transit mobile ticketing app will launch on April 2nd. Ms. Bauer would like to discuss lowering bus fare rates in a year as MTD is a service for the whole community.

B. Board Committees

1) **Administration** – No report

2) **Facilities** – No report

3) **Service Delivery** – No report

9. Action Items

A. Hydrogen Fuel Cell Project Technical Assistance Contract

Ms. Sullivan explained that this contract with consultants from the Center for Transportation and the Environment (CTE) will provide technical assistance in bus design, infrastructure/facility modifications; project management, and quality inspection for the purchase and utilization of two 60-foot hydrogen fuel cell buses from New Flyer. The contract with CTE will not exceed \$523,225. MTD received a federal grant of \$1.45 million for this project. CTE will help determine the total cost of the project which is apportioned from federal, state and local money.

MOTION by Ms. Chaplan to authorize the Managing Director to enter into a contract with the Center for Transportation and the Environment for an amount not to exceed \$523,225; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

B. Permanent Sidewalk Easement

Ms. Eilbracht explained the plan to construct a 5-foot sidewalk from the eastern side of 803 East University (Maintenance) to 1207 East University (CDL Training Center). Future plans include the construction of an additional 5-foot segment by the City of Urbana for a multi-use path. To issue a permit, IDOT requested that MTD grant a permanent easement to the City of Urbana for the portion in front of 1101 East University. The City will be responsible for the maintenance of the sidewalk. MTD will provide snow removal. The construction of the sidewalk should be substantially done by June 30th. The bid opening is scheduled for April 12th.

MOTION by Ms. Bauer to grant Board approval for a permanent sidewalk easement to the City of Urbana at 1101 East University; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

10. Next Meeting


- A. Regular Board of Trustees Meeting –Wednesday, April 25, 2018 - 3:00 p.m. at
Champaign City Council Chambers – 102 North Neil Street, Champaign

11. Adjournment

MOTION by Ms. Bauer to adjourn the meeting; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Diel adjourned the meeting at 3:55 p.m.

Submitted by:


Recording Secretary

Approved:


Board of Trustees Chair