



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

MINUTES – Approved as Distributed 5-30-2018

DATE: Wednesday, April 25, 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 Gnad (Managing Director), Andrew Johnson (Chief Operating Officer), 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: John Sturmanis (Thomas, Mamer & Haughey), Ken Beth (Evans, Froehlich, Beth & Chamley)

MINUTES

1. Call to Order

Chair Diel called the meeting to order at 3:00 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. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

4. Audience Participation

None

5. Approval of Minutes

A. Board Meeting – January 25, 2018 – Closed Session

MOTION by Ms. Chaplan to approve the closed session minutes of the January 25, 2018 MTD Board meeting as distributed; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

B. Board Meeting – March 28, 2018 – Open Session

MOTION by Ms. Chaplan to approve the open session minutes of the March 28, 2018 MTD Board meeting as distributed; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

None

7. Reports

A. Managing Director

Mr. Gnadt reviewed February's statistics. The decrease in ridership was mostly attributable to recent MTD reroutes. All District employees are being trained in Environmental and Quality Management Systems' goals and purposes. Ms. Bauer noted the significant decrease in annual passes since the purchase price was increased. She would like to revisit the price next year. The Maintenance Service revenue line item pertains to vehicle maintenance services provided to sister public agencies such as C-CARTS (rural transportation) and DRES (UI Disability Resources & Educational Services). Illinois Terminal revenue fluctuations were due to the variability of catered events booked for the 4th floor.

B. Board Committees

1) **Administration** – No report

2) **Facilities** – Dr. Faron and Ms. Bauer met with Mr. Gnadt to discuss the Illinois Terminal Expansion Project

3) **Service Delivery** – No report

8. Action Items

A. Ordinance No. 2018-1 Authorizing the Issuance of \$10,000,000 Capital Facilities Notes, Series 2018 and \$6,000,000 Line of Credit Notes, Taxable Series 2018 to Finance Capital Costs of MTD

Mr. Gnadt explained that these debt instruments are used to fund District capital projects. This mechanism allows the District to utilize state operating grant funds for these projects. The borrowing is usually paid off quickly when reimbursement is received from the state. The \$10M note is for capital projects while the \$6M line of credit note could be used for capital projects and/or operating needs. First Bank is the financing institution.

MOTION by Ms. Bauer to adopt Ordinance No. 2018-1 authorizing the issuance of \$10,000,000 Capital Facilities Notes, Series 2018 and \$6,000,000 Line of Credit Notes, Taxable Series 2018; seconded by Ms. Chaplan.

Roll Call:

Aye (7) – Barnes, Bauer, Chaplan, Cho, Diel, Faron, Hannon

Nay (0)

MOTION CARRIED.

B. University Avenue Connecting Sidewalk Contract

Ms. Eilbracht discussed the project to construct a 5-foot wide sidewalk from the eastern side of 803 East University (Maintenance) to 1207 East University (CDL Training Center). Six bids were received, and Feutz Contractors, Inc. was the lowest responsive, responsible bidder. The bid was under budget so the base

and alternate plans will be constructed.

MOTION by Mr. Hannon to authorize the Managing Director to enter into a contract with Feutz Contractors, Inc. in the amount of \$168,070.25 for the Base Bid and Bid Alternate, pending IDOT concurrence; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

C. University of Illinois Intergovernmental Agreement for Campus Service FY2019-FY2021

This service agreement provides universal access to UI students, faculty and staff to MTD routes and additional campus routes. At the conclusion of this 3-year agreement, the University and the District will have been in a partnership for 33 years. This service is beneficial to the partners and the community as a whole. Mr. Diel thanked all the individuals involved in the process including Chancellor Jones, Vice-Chancellor Mike Delorenzo, Lowa Mwilambwe, Brian Farber, Jacob Rajlich, and the University legal staff.

MOTION by Mr. Hannon to authorize the Managing Director to execute the Intergovernmental Agreement between MTD and the University of Illinois for FY2019- FY2021; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

9. Next Meeting

- A. Southwest Champaign Outreach Open House – On-Demand Service Wednesday, May 2nd, 5:00p – 7:00p, Champaign Fire Station #6, 3911 West Windsor Road, Champaign
- B. Fall 2018 Revisions to Fares, Routes and Schedules Public Hearing – Thursday, May 24th; 4:00p – 6:00p – Illinois Terminal South Banquet Room, 4th Floor, 45 East University, Champaign
- C. Regular Board of Trustees Meeting – Wednesday, May 30, 2018
3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

10. Adjourn into Closed Session to Consider Litigation which is Pending Against, Affecting or on Behalf of Champaign-Urbana Mass Transit District followed by Adjournment

MOTION by Mr. Barnes to enter into closed session to consider litigation which is pending against, affecting or on behalf of Champaign-Urbana Mass Transit District followed by adjournment; seconded by Mr. Hannon.

Roll Call:

Aye (7) – Barnes, Bauer, Chaplan, Cho, Diel, Faron, Hannon


Nay (0)

MOTION CARRIED.

Mr. Diel adjourned the meeting to enter into closed session at 3:43 p.m.

Submitted by:


Recording Secretary

Approved:

Board of Trustees Chair