



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

**MINUTES – Approved as Distributed 6-27-18**

DATE: Wednesday, May 30, 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), Andrew Johnson (Chief Operating Officer), Amy Snyder (Customer Service Director), Eric Broga (Maintenance Director), Jane Sullivan (Grant Manager/Sustainability Planner), Jan Kijowski (Marketing Manager), Lisa Meid (Media Manager), Jolene Gensler (Comptroller), Jennifer Bannon (Counsel), Beth Brunk (Clerk)

**Others Present:**

**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**

Ms. Chaplan noted an error on Item #9. The next meeting date should be June 27, 2018.

**MOTION** by Ms. Chaplan to approve the agenda as amended; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

**4. Audience Participation**

None

## 5. Approval of Minutes

### A. Board Meeting – April 25, 2018 – Closed Session

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

### B. Board Meeting – April 25, 2018 – Open Session

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

## 6. Communications

Mr. Hannon recently received the 2018 Urbana Rotary Vocational Achievement Award.

## 7. Reports

### A. Managing Director

Mr. Gnadt reviewed April's statistics for the District. The kickoff for the Hydrogen Fuel Cell Project is scheduled for June 13-14. The consultants, engineers and bus manufacturer will be on-site to review the existing facilities and plan for modification needs. MTD's internal audit team for MTD2071 is working with employees to prepare for the ISO certification 9001:2015 audit in October. The legislators in Springfield seem optimistic that a state budget will be in place soon.

The District is hiring an attorney to represent them in the Illinois Terminal Expansion Development agreements with the private developer and the City of Champaign. The Architect on the Urbana Downtown Development project continues with the pre-visualization work. MTD has released a micro-transit app RFP to be used for SafeRides, University employees on campus and direct service in southwest Champaign. Part of the RFP will be the integration with Token Transit (mobile fare app) to provide anonymous origin/destination data on passengers.

### B. Board Committees

- 1) **Administration** – Mr. Barnes indicated the proposed budget was included in the Board packet. Mr. Gnadt has met with all the Trustees to discuss the budget and receive input. The Budget Ordinance will be voted on at the June Board meeting.
- 2) **Facilities** – No report
- 3) **Service Delivery** – No report

## 8. Action Items

### A. Martin Hood Financial Audit Engagement Contract for FY2018

Ms. Gensler explained that last year, the Board approved a five-year financial audit services agreement with Martin Hood, LLC. Annually, the District is required to execute an engagement contract for the financial audit and non-audit services. This new contract with Martin Hood, LLC. for FY2018 is \$29,360 – an \$860 increase from last year.

**MOTION** by Ms. Bauer to authorize the Managing Director to enter into an agreement with Martin Hood, LLC. for \$29,360 for FY2018 financial audit and non-audit services; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

### B. Developmental Services Center Contract

This is an annual contract with Developmental Services Center for ADA transportation for their client base within the District boundaries. The term of the contract is from 7/1/18 through 6/30/19.

**MOTION** by Ms. Chaplan to authorize the Managing Director to enter into a contract with Developmental Services Center effective July 1, 2018 through June 30, 2019; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

C. Champaign School District Unit 4 Contract

This is an annual agreement since 1977 to transport Champaign middle and high school students within MTD boundaries for the 2018-19 school year. New this year, the School District requested an expansion of service into three new neighborhoods.

**MOTION** by Ms. Chaplan to authorize the Chair of the MTD Board of Trustees to execute the Transportation Agreement between the District and Champaign Unit 4 School District in the amount of \$613,603 for the 2018-2019 school year; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

D. Hydrogen Fuel Cell Project Design & Engineering Services Contract with Fiedler Group

Fiedler Group will develop modification specifications for the Maintenance Facility to accommodate hydrogen fuel cell buses. The contract with Fiedler will not exceed \$436,900. The District plans to gradually expand the hydrogen fuel cell buses in the fleet. The current estimated cost for the buses and infrastructure modifications is \$11.2 million.

**MOTION** by Mr. Hannon to authorize the Managing Director to enter into a contract with Fiedler Group in an amount not to exceed \$436,900 for professional design and engineering services with the Hydrogen Fuel Cell Project; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

E. Champaign-County Area Rural Transit System (C-CARTS) Intergovernmental Agreement

In May 2017, this Board approved an Intergovernmental Agreement (IGA) between Champaign County and MTD for rural transportation in Champaign County from FY2018 to FY2020. Most terms of this updated IGA remain the same except for increased Maintenance rates for FY2019 and FY2020 and a decreased building lease payment since the furniture has been paid off as of 6/30/18.

**MOTION** by Ms. Bauer to authorize the Managing Director to execute the revised Intergovernmental Agreement between Champaign County and MTD for Champaign-County Area Rural Transit System (C-CARTS) FY2018-FY2020; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

9. **Next Meeting**

- A. Regular Board of Trustees Meeting and Public Hearing on the FY2019 Budget & Appropriation Ordinance – Wednesday, June 27, 2018 3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

10. **Adjournment**

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

Mr. Diel adjourned the meeting at 3:48 p.m.

Submitted by:

  
Clerk

Approved:

A handwritten signature in black ink, appearing to read "B. D. Dill", is written over a horizontal line.

Board of Trustees Chair