



**Champaign-Urbana Mass Transit District
Board of Trustees Meeting**

MINUTES – Approved 10-25-2017

DATE: Wednesday, September 27, 2017
 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
Linda Bauer	
Bradley Diel (Chair)	
Margaret Chaplan (Vice-Chair)	
Matthew Cho	
James Faron	
Bruce Hannon	
Donald Uchtmann	

Advisory Board:

Present	Absent
Brian Farber	
Jacob Rajlich	

MTD Staff: Karl Gnad (Managing Director), Andrew Johnson (Chief Operating Officer), Brenda Eilbracht (Chief Administrative Officer), Eric Broga (Maintenance Director), Amy Snyder (Customer Service Director), Jane Sullivan (Grant Manager/Sustainability Planner), Jan Kijowski (Marketing Manager), Kirk Kirkland (Facilities Director), Jennifer Bannon (Counsel), Beth Brunk (Recording Secretary)

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

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 – August 30, 2017

MOTION by Mr. Uchtmann to approve the minutes of the August 30, 2017 CUMTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

Mr. Diel congratulated Mr. Cho for being selected as one of *Central Illinois Business* magazine's Forty Under 40 Class of 2017.

7. Reports

A. Managing Director

Ridership numbers decreased this month partially due to the University starting one week later than last year. Since MCORE construction has disrupted service on Green Street, our Marketing Team has reached out to leasing offices on campus to communicate route changes to students. Dr. Faron thought it was a good idea to advertise campus route navigation which may help address declining ridership. Mr. Gnadt congratulated staff for their hard work in preparing for the Environmental and Sustainability Management System ISO 14001 audit. This audit was particularly challenging as it focused on recertification of the ISO 14001:2004 standard; incorporation of the 1101 East University building into the management review (803 East University and Illinois Terminal are already included); and transition from ISO 14001:2004 to the new standard 14001:2015. After a thorough review, the auditor had no findings.

MTD was awarded a Low-No grant from the Federal Transit Administration for two 60-foot articulated hydrogen fuel cell buses and hydrogen producing infrastructure. The long-term goal is to produce hydrogen renewably by expanding the solar array on the rooftop of the 803 East University building. Mr. Gnadt and the Board discussed the advantages/disadvantages of hydrogen fuel cell versus electric bus technology. Mr. Gnadt congratulated Amy Snyder, Customer Service Director, who was recognized as *Mass Transit* magazine's 2017 Top 40 Under 40 – an international competition for individuals who have shown a capacity for innovation, leadership and commitment to making an impact in transit.

B. Board Committees

- 1) **Administration** – Mr. Stavins will present specific topics on Local Government Ethics in future Board meetings.
- 2) **Facilities** – Concerning the ISO audit, Ms. Bauer noted that the auditor independently questioned ten maintenance employees about an emergency procedure, and they all gave the same answer. This was an example of a training program that is working. The auditor was very complimentary of the Senior Management and the ESMS Core Team.
- 3) **Service Delivery** – No report

8. Action Items

A. Urbana School District #116 (USD 116) Transportation Agreement 2017-18

This transportation agreement allows for eligible Urbana Middle School and High School students access to MTD routes and tripper service. The District has had annual agreements with USD 116 since 1987.

MOTION by Mr. Uchtmann to authorize the Managing Director to execute the Urbana School District #116 Transportation Agreement for the 2017-2018 school year; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

B. Approval of Bus Procurement Contract

Ms. Sullivan sought approval to purchase four new 40-foot diesel-electric hybrid buses. They will be replacing buses in the fleet that were purchased in 2003. The diesel-electric hybrid buses cost more than

standard diesels but use less fuel and have lower emissions. Ms. Sullivan has received concurrence from IDOT on this purchase.

MOTION by Mr. Uchtmann to authorize the Managing Director to issue a purchase order in the amount of \$2,419,842.72 for four 40-foot diesel-electric hybrid buses; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

C. Benefit Cost Analysis Authorization for Illinois Terminal Expansion TIGER Grant Application

The TIGER IX Grant application for the Illinois Terminal Expansion Project must include a benefit cost analysis as part of the review criteria. Since the application is due by October 16th, Mr. Gnadt would like to contract with Transportation for America (T4A) to produce this report.

MOTION by Ms. Chaplan to authorize the Managing Director to execute a contract for \$16,500 with Transportation for America to complete a benefit cost analysis for inclusion in the 2017 TIGER IX grant application; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

9. **Next Meeting**

A. Annexation Public Hearings

- 1) Will's Trace Subdivision, Tuesday, October 3rd, Champaign Fire Station #6, 3911 West Windsor Road, Champaign – 4:00p – 6:00p
- 2) Prairie Meadows Subdivision, Thursday, October 12th, Savoy Recreation Center, 402 Graham Drive, Savoy – 4:00p – 6:00p
- 3) South Ridge Subdivision, Monday, October 16th, St. Matthew Lutheran Church, 2200 South Philo Road, Urbana – 4:00p – 6:00p

- B. Regular Board of Trustees Meeting – Wednesday, October 25, 2017 - 3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

10. **Adjournment**

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

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

Submitted by:


Recording Secretary

Approved:


Board of Trustees Chair