



# Champaign-Urbana Mass Transit District Board of Trustees Meeting

## MINUTES – Approved as Distributed – 9-28-16

DATE: Wednesday, August 31, 2016  
 TIME: 3:00 p.m.  
 PLACE: Illinois Terminal, 4<sup>th</sup> Floor  
 45 E University Avenue, Champaign, IL

### Trustees:

Present	Absent
Linda Bauer (Chair)	
Bradley Diel (Vice-Chair)	
Margaret Chaplan	
Matthew Cho	
Bruce Hannon	
Jermaine Raymer	
Donald Uchtmann	

### Advisory Board:

Present	Absent
Brian Farber	
Evan Bujak	

### MTD Staff:

Karl Gnadt (Managing Director), Bryan Smith (Chief Operating Officer), Brenda Eilbracht (Chief Administration Officer), Eric Broga (Maintenance Director), Jan Kijowski (Marketing Manager), Evan Alvarez (Planner), Amy Snyder (Customer Service Manager), Jay Rank (Planner), Ryan Blackman (Lead Software Developer/Network Administrator), Jane Sullivan (Grant Manager/Sustainability Planner), Stu Smith (Illinois Terminal Manager), Fred Stavins (Counsel), Beth Brunk (Recording Secretary)

### Others Present:

## MINUTES

### 1. Call to Order

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

### 4. Audience Participation

Jim Faron

Mr. Faron inquired if there was a strategy or plan in place to address the recent downward trend in ridership.

Scott Cochran

Mr. Cochran is a developer in the Midtown area of Champaign. He is interested in partnering or buying some of the property that CUMTD purchased from the Hadley family estate.

Mr. Diel entered the meeting.

**5. Approval of Minutes**

A. *Board Meeting – July 27, 2016*

Ms. Chaplan noted an error on page 2, line 21 – “Year-to-date (YTD) operating revenue ~~is~~ .2% . . .”

**MOTION** by Mr. Uchtmann to approve the minutes of the July 27, 2016 CUMTD Board meeting as amended; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED**.

**6. Communications**

None.

**7. Ridership Analysis Presentation**

Evan Alvarez, MTD Planner, made a presentation on ridership trends. Mr. Alvarez noted a recent negative change in ridership that started in February 2015. The largest decrease was in the campus area which had a strong correlation to the increased densification from new student housing. Students may be choosing alternate modes of travel like walking or biking instead of riding the bus. Mr. Gnadt commented that a route analysis will help clarify this situation. Mr. Alvarez did not want to unduly focus on the recent downward trend in ridership as CUMTD is second in the nation for peer transit systems in bus ridership per capita according to the American Public Transportation Association (APTA).

Mr. Uchtmann wondered what effect on-call transportation like Uber has on bus ridership. Mr. Raymer commented that other transit companies have made business arrangements with Uber which may work for CUMTD. Mr. Gnadt did have a conversation with an Uber official to use their service in conjunction with fixed-route service for the First-Mile/Last-Mile in southwest Champaign. Uber was not interested at that time.

**8. Midtown Champaign Property Discussion**

Ms. Bauer stated that CUMTD is in the process of purchasing property from the Hadley family to land bank the area around Illinois Terminal. Some of the buildings are in such an advanced state of disrepair that they present a liability. Mr. Gnadt will send out a Request for Quote (RFQ) to demolish 59 E Chester and 207 S Water that will include the other buildings as alternative bids.

Ms. Bauer thought that 51 E Chester seems to be structurally sound so would like staff to explore short-term revenue-producing ideas for this building. The Bush Bros Building at 64 E Chester is not in the same block as the other buildings. Staff will evaluate lease or sale options for 64 E Chester.

**9. Reports**

A. *Managing Director*

Mr. Gnadt discussed the District’s financial numbers for July. Monthly ridership declined 15.21% and monthly operating revenue increased by .40%. The installation of concrete pads at Kenwood/Springfield and State/Kirby have accessibility problems with the steepness of the grade. Staff is working with the City of Champaign on possible solutions. Staff continues to progress on the ISO 9001:2015 certification. Facilities Manager interviews will begin in the week of September 19<sup>th</sup>. After the Facilities Manager is hired, the position for Media Manager will be open for applications.

CUMTD’s software developer and planner are devising a project description for a University Computer Science class to develop an app that will track the boardings and destinations of CUMTD passengers. The

Federal Transit Administration (FTA) has just released new regulations for asset management and safety that will require small changes to our existing systems. In addition, CUMTD is now regulated by OSHA so staff will examine existing procedures to make sure they comply with OSHA standards. Illinois Grant Accountability and Transparency Act (GATA) is a new state law that will affect grant funding methodology.

If responsible bids are received at the November 4<sup>th</sup> bid letting, MCORE should begin construction in spring 2017. Mr. Raymer asked when the new buses will be on the street. Mr. Broga responded that two should be in service tomorrow.

Board Committees

- 1) **Administration** – No report.
- 2) **Facilities** – Mr. Cho and Mr. Diel participated in the ISO 14001 Quarterly Management review. Mr. Diel was very proud of the work that CUMTD staff is doing. Mr. Cho suggested Illinois Smart Energy Design Assistance Center (SEDAC) involvement to provide in-depth energy analysis.
- 3) **Service Delivery** – No report.

**10. Next Meeting**

- A. Regular Board of Trustees Meeting  
September 28, 2016 – 3:00 p.m. at Illinois Terminal

**11. Adjournment**

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

There being no further business, Ms. Bauer adjourned the meeting at 4:41 p.m.

Submitted by:

  
Recording Secretary

Approved:

  
Board of Trustees Chair