



Champaign-Urbana Mass Transit District Board of Trustees Meeting

MINUTES – Approved 3-28-2017

DATE: Wednesday, February 22, 2017
 TIME: 3:00 p.m.
 PLACE: Illinois Terminal, 4th Floor
 45 E University Avenue, Champaign, IL

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	
Evan Bujak	

MTD Staff:

Karl Gnadt (Managing Director), Brenda Eilbracht (Chief Administrative Officer), Eric Broga (Maintenance Director), Amy Snyder (Customer Service Director), Stu Smith (IT Manager), Drew Bargmann (Special Services Manager), Jane Sullivan (Grant Manager/Sustainability Planner), Cynthia Hoyle (Transportation Consultant), Evan Alvarez (Planner), 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. Hannon. Upon vote, the **MOTION CARRIED unanimously**.

4. Audience Participation

None.

5. Approval of Minutes

A. Board Meeting – January 25, 2017 – Open Session

MOTION by Ms. Bauer to approve the minutes of the January 25, 2017 Open Session CUMTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Uchtmann entered the meeting.

B. *Board Meeting – January 25, 2017 – Closed Session*

MOTION by Mr. Uchtmann to approve the minutes of the January 25, 2017 Closed Session CUMTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

None.

Mr. Cho entered the meeting.

7. Environmental and Sustainability Management System (ESMS) Management Review

Jane Sullivan from the ESMS Core Team presented the District's sustainable developments for 2016.

8. Reports

A. *Managing Director*

Mr. Gnadt reviewed the District's ridership and financials for January 2017. Year-to-date ridership was 3.69% below FY2016. The Request for Proposal (RFP) to demolish 59 East Chester and 207 South Water has been issued and will be opened in mid-March. The contractor has started to demolish the buildings at the CDL Training Center – 1207 East University. MCORE construction will begin on Green Street in the second week of March – between First Street to slightly west of Locust Street. The MCORE partners have coordinated a Communication Team to convey information about street closures and bus reroutes to the public. The new Media Manager position should be filled in March.

The UIUC students will be voting on their transportation fee in a referendum on March 8th & 9th. Mr. Gnadt thanked Mr. Bujak for his help in getting the ballot through the Student Senate. Efforts to encourage the students to vote include interior bus ads, social media coverage and MTD staff on site at large bus transfer points like the Transit Plaza, Illini Union and PAR. Mr. Uchtmann commented that the special partnership between the University and CUMTD forms the foundation of an excellent transit district.

B. *Board Committees*

- 1) Mr. Diel appointed the following Trustees as Chair/Vice-Chair for the respective Committees of the Whole:

Administration – Hannon (Chair); Uchtmann (Vice-Chair)

Facilities – Cho (Chair); Bauer (Vice-Chair)

Service Delivery – Chaplan (Chair); Faron (Vice-Chair)

- 2) Mr. Diel appointed Mr. Uchtmann and Mr. Hannon as the Managing Director's Contract Negotiating Team.

9. Action Items

A. Authorization to Approve First Mid-Illinois Bank & Trust Line of Credit and Note Payable

Mr. Gnadt explained that the District may need to occasionally borrow money from a Bank Line of Credit due to delayed State payments. Additionally, debt service capital projects such as bus purchases and CDL Training Facility construction will be funded through bank notes payable. Mr. Gnadt would like Board approval for a proposal from First Mid-Illinois Bank & Trust to provide these services. If another bank proposal is submitted with more beneficial terms for the District, it will be brought to the Board next month for approval.

MOTION by Mr. Uchtmann to authorize the Managing Director to establish a revolving line of credit and notes payable for debt service with First Mid-Illinois Bank & Trust and further authorize that the Managing Director, Chief Administrative Officer and Comptroller may initiate loan draws on these debt instruments; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

B. Authorization of Resolution for Transit System Analysis Grant Application

Approximately one year ago, CUMTD applied for a Federal/State grant to hire a consultant who will conduct an analysis of the District's fixed route services. The State awarded the contract at that time but the funding stalled. The State has asked for the submission of a new application with an Authorizing Resolution for this grant.

MOTION by Mr. Hannon to adopt the Resolution authorizing the filing of a Transit System Analysis Grant application with the Illinois Department of Transportation; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

C. CUMTD Board of Trustees Meeting Dates and Time

The Board discussed their desire for more transparency. Mr. Gnadt proposed using the City of Champaign's Council Chambers to utilize their state-of-the-art broadcasting equipment to livestream the Board meetings and replay the video on CGTV. In this way, more people will have the opportunity to view the meetings. The meeting schedule will stay on the last Wednesday of the month at 3:00 p.m. The Board agreed that this move will increase the exposure of the District. The meeting videos will also be uploaded to the CUMTD website. The change in venue will be in effect for the April 26th Board meeting.

10. Closed Session pursuant to 5 ILCS 120/2 (c) 1, to Consider the Employment, Compensation, Discipline, Performance or Dismissal of an Employee and pursuant to 5 ILCS 120/2 (c) 2, to Consider Collective Negotiating Matters between Champaign-Urbana Mass Transit District and its Employees or their Representatives and pursuant to 5 ILCS 120/2 (c) 2, to Consider Salary Schedules for one or more Classes of Employees

MOTION by Mr. Hannon to enter into closed session pursuant to 5 ILCS 120/2 (c) 1, to Consider the Employment, Compensation, Discipline, Performance or Dismissal of an Employee and pursuant to 5 ILCS 120/2 (c) 2, to Consider Collective Negotiating Matters between Champaign-Urbana Mass Transit District and its Employees or their Representatives and pursuant to 5 ILCS 120/2 (c) 2, to Consider Salary Schedules for one or more Classes of Employees; seconded by Ms. Chaplan.

Roll Call:

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

Nay (0)

MOTION CARRIED unanimously.

The Champaign-Urbana Mass Transit District Board of Trustees entered into closed session at 4:30 p.m.

The Champaign-Urbana Mass Transit District Board of Trustees returned to open session at 5:23 p.m.

11. Next Meeting

- A. Regular Board of Trustees Meeting
March 28, 2017 – 3:00 p.m. at Illinois Terminal

12. Adjournment

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

There being no further business, Mr. Diel adjourned the meeting at 5:24 p.m.

Submitted by:


Recording Secretary

Approved:


Board of Trustees Chair