



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

MINUTES – Approved as Distributed 10/31/2018

DATE: Wednesday, September 26, 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
	Marty Paulins
Jacob Rajlich	

MTD Staff: Karl Gnadt (Managing Director), Lisa Meid (Communications Director), Amy Snyder (Customer Service Director), Tracey Pettigrew (Operations Director), Eric Broga (Maintenance Director), Jane Sullivan (Grant Manager/Sustainability Planner), Drew Bargmann (Special Services Manager), Fred Stavins (Counsel), Beth Brunk (Clerk)

Others Present: Michelle Wright

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 Dr. Faron. Upon vote, the **MOTION CARRIED** unanimously.

4. Audience Participation

Sharion Thomas
Mark Thompson

Mr. Barnes entered the meeting.

5. Approval of Minutes

A. Board Meeting – August 29, 2018

MOTION by Ms. Chaplan to approve the minutes of the August 29, 2018 MTD Board meeting as distributed; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

B. Special Board Meeting – September 11, 2018

MOTION by Ms. Chaplan to approve the minutes of the September 11, 2018 MTD Board meeting as distributed; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

None

7. Reports

A. Managing Director

Mr. Gnadt reviewed the District's ridership and financial numbers for August. Ridership is up 12.5% from August of last year. While it is good to see ridership rebound, Mr. Gnadt cautioned that ridership numbers will dip again next year when the MCORE project shuts down Wright Street south of Green Street. Michelle Wright was introduced to the Board as MTD's new Finance Director and will be starting in that position on November 6th.

Mr. Gnadt felt that the Washington DC trip to advocate for the MTD Illinois Terminal Expansion grant applications went well. Awardees of the BUILD grant applications have not yet been announced.

8. Action Items

A. Review and Approve the Revisions to Procurement Manual

The Office of Management and Budget (OMB) released changes in the federal procurement policy requirements. The District wanted to update its Procurement manual to reflect these changes: the Micro-Purchase Threshold increased from \$3,500 to \$10,000 and the Simplified Acquisition Threshold increased from \$150,000 to \$250,000. These increases are effective immediately and apply to the District's federal financial assistance.

MOTION by Ms. Chaplan to approve the revised Procurement Manual and appendices dated September 2018; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

B. Renewal of Agreement Regarding the Rantoul Transportation Service Program (C-CARTS)

Drew Bargmann, Special Services Manager, explained that this agreement with the Village of Rantoul provides for deviated-fixed route transportation service (Eagle Express) within Rantoul. This bus service started two years ago, and ridership increased 200% in the second year. Three vehicles are used Monday through Friday, 5:00 a.m. – 8:00 a.m. and 3:00 p.m. – 6:00 p.m.

MOTION by Mr. Hannon to authorize the Managing Director to execute an agreement for Rantoul Transportation Service between the Rural Transit Advisory Group, Champaign County Regional Planning Commission and the Village of Rantoul from November 2018 through October 2020; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

C. Urbana School District #116 Transportation Agreement 2018-19

This annual Agreement between MTD and Urbana School District #116 provides transportation for Urbana Middle School and High School students.

MOTION by Ms. Chaplan to authorize the Managing Director to execute the Agreement between MTD and Urbana School District #116 for the 2018-2019 school year; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

9. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, October 31, 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 3:31 p.m.

Submitted by:



Clerk

Approved:



Board of Trustees Chair