



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

**MINUTES – Approved as Distributed 2/27/19**

DATE: Wednesday, January 30, 2019  
 TIME: 3:00 p.m.  
 PLACE: Illinois Terminal – 4<sup>th</sup> Floor  
 45 East University, Champaign, IL

The audio of this meeting can be found at:  
<https://mtd.org/inside/board/meetings/2019/january-30-2019/>

**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), Brenda Eilbracht (Chief Administrative Officer), Amy Snyder (Customer Service Director), Eric Broga (Maintenance Director), Michelle Wright (Finance Director), Jane Sullivan (Grant Manager/Sustainability Planner), Jolene Gensler (Comptroller), Autumn Soliman (Marketing Manager), Roland Gnadt (Marketing & Planning Intern), Fred Stavins (Counsel), Beth Brunk (Clerk)

**Others Present:** Greg Douglas and Nate Warman (Martin Hood, LLC)

**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 – December 12, 2018

**MOTION** by Ms. Chaplan to approve the minutes of the December 12, 2018 MTD Board meeting as distributed; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

## 6. Communications

None

## 7. FY2018 MTD Audit Presentation by Martin Hood, LLC

Greg Douglas, Senior Audit Manager of Martin Hood, LLC, summarized MTD's fiscal year 2018 audit beginning 7/1/2017 and ending 6/30/18. Mr. Douglas reported that the auditors provided an unmodified, clean opinion. This means that the financial statements were in compliance with generally accepted accounting principles for government entities and the financial statements were supported by the documents tested during the audit and by third-party confirmations received. Mr. Gnadt commended the accounting and finance staff for their excellent performance as reflected in the audit.

## 8. Reports

### A. Managing Director

Mr. Gnadt reviewed the statistics for November and December 2018. Ridership increased in November and December as compared to last year. That is seven straight months of increased ridership. Mr. Gnadt cautioned that MCORE construction will begin in March. This will cause major reroutes as Wright Street will be closed so ridership will decrease. The construction is scheduled to be complete by November 2019 but may extend into 2020.

Brad Diel and Margaret Chaplan were reappointed as MTD Trustees for new 5-year terms. The federal government shutdown has caused some delays in the grant process for the hydrogen fuel cell project and The Yards. The new MCORE kiosks on Green Street should be functioning as soon as the University can get power to them. Autumn Soliman was introduced as MTD's new Marketing Manager.

## 9. Action Items

### A. Election of Officers for 1-year Term – Chair and Vice-Chair

Mr. Diel stated that according to the MTD By-Laws, the Chair and Vice-Chair positions are elected from the Board of Trustees for a one-year term at the first regularly scheduled Board meeting after January 1<sup>st</sup>. As previously approved by the Board, Jack Waaler is the Secretary to the Board and Brenda Eilbracht is the Treasurer. These terms are indefinite until the Board takes action to the contrary.

Mr. Diel opened the floor for nominations for Chair. Mr. Barnes nominated Bradley Diel for the Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations for Board Chair, Mr. Diel closed the nominations. By acclamation, Mr. Diel will continue as the Chair of the MTD Board of Trustees.

Mr. Diel opened the floor for nominations for Vice-Chair. Mr. Hannon nominated Margaret Chaplan as Vice-Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations, Mr. Diel closed the nominations. By acclamation, Ms. Chaplan will continue as the Vice-Chair of the MTD Board of Trustees.

### B. Semi-annual Review of Closed Session Minutes

**MOTION** by Ms. Chaplan that the need for confidentiality still exists as to the minutes, or portion thereof, of the closed session meetings of the Board listed on "Attachment 2" marked "Remain Confidential" and the verbatim recordings of the listed closed session minutes on "Attachment 3", all of which are not less than 18 months old and the written minutes of which have been approved are authorized to be destroyed; seconded by Mr. Hannon.

Roll Call:  
Aye (6) – Barnes, Chaplan, Cho, Diel, Faron, Hannon  
Nay (0)  
Absent (1) – Bauer

**MOTION CARRIED.**

C. 2019 Leasing Services Agreement

Ms. Sullivan reported that the District bids out leasing services annually in accordance with IDOT requirements. The leasing of equipment, vehicles and associated capital items qualify as an eligible expense for the Illinois Downstate Operating Assistance Program (DOAP). Staff received two proposals and recommended approval of Chelsea Financial Group LLC for leasing services with a lease payment factor of .02494 from 2/1/19 through 1/31/20.

**MOTION** by Ms. Chaplan to authorize the Managing Director to enter into an agreement for leasing services with Chelsea Financial Group LLC for the period of 2/1/19 to 1/31/20; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

**10. Next Meeting**

- A. Regular Board of Trustees Meeting – Wednesday, February 27, 2019, 3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

**11. Adjourn into Closed Session to Consider the Employment, Compensation, Discipline, Performance or Dismissal of a Public Official followed by Adjournment**


**MOTION** by Ms. Chaplan to enter into closed session to consider the employment, compensation, discipline, performance or dismissal of a Public Official followed by adjournment; seconded by Mr. Hannon.

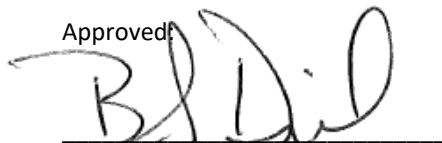
Roll Call:  
Aye (6) – Barnes, Chaplan, Cho, Diel, Faron, Hannon  
Nay (0)  
Absent (1) - Bauer

**MOTION CARRIED.**

Mr. Diel adjourned the meeting to enter into closed session at 3:41 p.m.

Submitted by:

  
Clerk

Approved:  
  
Board of Trustees Chair