



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

MINUTES

DATE: Wednesday, September 25, 2019
 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	
Bruce Hannon	

Advisory Board:

Present	Absent
Marty Paulins	
	Jacob Rajlich

MTD Staff: Amy Snyder (Chief of Staff), Michelle Wright (Finance Director), Mitch Spicer (Safety & Training Director), Chuck Wilson (Operations Director), Drew Bargmann (Customer Service Director), Autumn Soliman (Marketing Manager), Fred Stavins (Counsel), Beth Brunk (Clerk)

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 Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.
- 4. Audience Participation**
None

5. Approval of Minutes

A. Regular Board Meeting – August 28, 2019 – Open Session

MOTION by Ms. Chaplan to approve the open session minutes of the August 28, 2019 MTD Board meeting as distributed; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

B. Regular Board Meeting – August 28, 2019 – Closed Session

MOTION by Ms. Chaplan to approve the closed session minutes of the August 28, 2019 MTD Board meeting as distributed; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

6. Communications

None

7. Reports

A. Chief of Staff

Ridership decreased 4.8% from August of last year. The decline is mostly attributable to MTD reroutes on Wright Street due to construction. Staff has been busy with several outreach events in the summer months that generate good will and community connections.

Mr. Cho entered the meeting.

MTD staff attended Congressman Rodney Davis' Transportation Policy Summit in August to discuss the reauthorization of the Fixing America's Surface Transportation (FAST) Act. Congressman Davis noted the need for funding diversification instead of primarily relying on revenue from the federal fuel tax. He also stated that public transit funding is vital to alleviating congestion.

8. Action Item

A. Urbana School District #116 Transportation Agreement 2019-2020

This annual Agreement between MTD and Urbana School District #116 provides transportation for Urbana Middle School and High School students. The partnership with MTD and the Urbana School District has been in place since 1987.

MOTION by Mr. Hannon to authorize the Managing Director to execute the Transportation Agreement between MTD and Urbana School District #116 for the 2019-2020 school year; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

B. Appointment of Illinois Municipal Retirement Fund (IMRF) Authorized Agent for MTD

MTD is required to have an authorized Agent administer IMRF functions on behalf of MTD employees per the Illinois Pension Code (40 ILCS 5/7-135).

MOTION by Mr. Barnes to authorize Amy Snyder, Chief of Staff, as the Illinois Municipal Retirement Fund Authorized Agent for MTD; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

C. Update Bank and Investment Signature Cards

Due to recent staff restructuring, the Managing Director, Chief of Staff, and Chief Operating Officer will be the authorized signers on all Busey Bank, Commerce Bank, Prospect Bank, First Mid Bank & Trust, and Morgan Stanley account resolutions and signature cards.

MOTION by Mr. Hannon to authorize the update of all MTD bank and investments accounts with the Managing Director, Chief of Staff, and Chief Operating Officer as the authorized signatories; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

D. Bus Procurement Purchase Order

This is the final bus order under MTD's 5-year procurement contract with New Flyer. Five 40-foot diesel electric hybrid buses and six 60-foot diesel electric hybrid buses will be replacing current standard diesel buses that are well beyond their useful life per FTA guidelines. The total cost for these 11 new buses is \$9,705,722.77 which will be funded by 65% state and 35% federal money. The anticipated delivery will occur in May 2020.

MOTION by Ms. Chaplan to authorize the Managing Director to issue a purchase order in the amount of \$9,705,722.77 for five 40-foot diesel electric hybrid buses and six 60-foot diesel electric hybrid buses, pending IDOT concurrence; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

E. Advertising Services Contract

MTD released a Request for Proposal (RFP) for advertising services to include ad space on MTD's bus fleet and paratransit vans, passenger information kiosks, and the annual Maps & Schedules book. The evaluation team recommended Mesmerize for a period of three years, with the option to extend for two additional years. Mesmerize offered a minimum guarantee of \$400,000 for the first year or a 52.5% share, whichever is greater. The District decided not to move forward with audio advertising on the buses. Autumn Soliman, Marketing Manager will be the project manager for this contract.

MOTION by Ms. Chaplan to authorize the Managing Director enter into a contract with Mesmerize for a period of three years, with the option to extend for two additional years; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

9. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, October 30, 2019 – 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 3:26 p.m.

Submitted by:


Clerk

Approved 10/30/19:


Board of Trustees Chair