



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

MINUTES – Approved as Distributed

DATE: Wednesday, December 11, 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	
Margaret Chaplan (Vice-Chair)	
Matthew Cho	
Bradley Diel (Chair)	
Phil Fiscella	
Bruce Hannon	

Advisory Board:

Present	Absent
Marty Paulins	
	Jacob Rajlich

MTD Staff:

Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Korbin Figg (Chief Operating Officer), Jane Sullivan (Grants & Governmental Affairs Director), Michelle Wright (Finance Director), Kirk Kirkland (Facilities Director), Mitch Spicer (Safety & Training Director), Drew Bargmann (Customer Service Director), Chuck Wilson (Operation Director), Autumn Soliman (Marketing Manager), Josh Dhom (Illinois Terminal Manager), Jeremy Fenelon (Technology Services Manager), Jolene Gensler (Comptroller). Fred Stavins (Counsel), Beth Brunk (Clerk)

Others Present: Mitch Schluter and Greg Douglas (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 Mr. Hannon to approve the agenda as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

4. Public Hearing on General Tax Levy Ordinance for 2019

Mr. Diel solicited public input on the General Tax Levy Ordinance of the Champaign-Urbana Mass Transit District for the fiscal year beginning July 1, 2019 and ending on June 30, 2020. As there were no public comments, Mr. Diel closed the Public Hearing.

5. Audience Participation

None

6. Approval of Minutes

A. *Regular Board Meeting – October 30, 2019*

MOTION by Mr. Barnes to approve the minutes of the October 30, 2019 MTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED** unanimously.

7. Communications

None

8. FY2019 MTD Audit Presentation by Martin Hood LLC

Mitch Schluter, Partner, and Greg Douglas, Audit Senior Manager, of Martin Hood LLC summarized MTD’s fiscal year 2019 audit beginning 7/1/2018 and ending 6/30/2019. Mr. Douglas stated that the auditors provided an unmodified, clean opinion of the financial statements. They were in compliance with generally accepted accounting principles for government entities and were supported by document testing during the audit and by third-party confirmations received. This opinion is exactly what a Board would want to hear. Mr. Schluter and Mr. Douglas appreciated the timely submission of information by the MTD team. The final audit can be found on MTD’s web page: <https://mtd.org/inside/public-information/documents/document-categories/financial/> - Fiscal Year 2019 – Audit Report.

9. Reports

A. *Managing Director*

Ridership decreased slightly – 2.1% from last October. The Federal Transit Administration (FTA) awarded MTD \$17,275,000 from the FY2019 Bus & Bus Facilities grant program for the expansion of Illinois Terminal. Four years of effort and six grant application culminated in this award. Mr. Gnadt thanked everyone who supported this process especially the community partners and Congressman Davis and Senators Durbin and Duckworth. The developer of the West Connect app serving southwest Champaign is correcting some software issues and hopes to have a revised version available for testing in February. Recommendations from the Nelson/Nygaard route analysis study should be available in August 2020.

10. Action Item

A. Appointment of MTD Treasurer

According to MTD by-laws, the Treasurer is appointed by the Board Chair with the approval of a majority of the Trustees. The term is indefinite until the Board takes action to the contrary. Mr. Diel recommended the appointment of Amy Snyder, Chief of Staff, as Treasurer.

MOTION by Ms. Chaplan to approve the appointment of Amy Snyder as MTD Treasurer for an indefinite term; seconded by Ms. Bauer. Upon vote, the **MOTION CARRIED** unanimously.

B. Ordinance 2019-3 – General Tax Levy Ordinance for 2019

MOTION by Ms. Chaplan to adopt Ordinance No. 2019-3, the General Tax Levy Ordinance of Champaign-Urbana Mass Transit District for the fiscal Year beginning July 1, 2019 and ending June 30, 2020; seconded by Ms. Bauer.

Ms. Bauer commented that she has been on MTD’s Board for 10 years and finds the District a well-run,

effective organization. Taxpayers would find that MTD makes good use of their tax dollars in terms of service, infrastructure, and facilities. She supported the tax levy ordinance. Mr. Fiscella thought that a more modest tax levy increase would be in order. Mr. Diel stated that it was the obligation of MTD to maximize any money that was available from the County-determined tax rate, especially if the hospital properties were placed back on the tax rolls. Other Champaign County taxing districts are adopting this same strategy.

Roll Call:

Aye (6) – Barnes, Bauer, Chaplan, Cho, Diel, Hannon

Nay (1) – Fiscella

The **MOTION CARRIED**.

C. INIT Server Upgrades Contract

Jane Sullivan reported that the computer-aided dispatch and automatic vehicle location (CAD/AVL) servers and software need to be upgraded. The system currently uses Windows 2008 R2 which will no longer be supported by Microsoft beginning January 2020. INIT Innovations in Transportation Inc. is the provider. This project is eligible for 65% Downstate Operating Assistance Program state funding and has received IDOT concurrence.

MOTION by Ms. Chaplan to authorize the Managing Director to enter into a contract with INIT Innovations in Transportation Inc. in the amount of \$148,260; seconded by Mr. Barnes. Upon vote, the **MOTION CARRIED** unanimously.

D. MCS Fiber Switch Upgrade Contract

The District would like to purchase five new fiber optic network switches that provide connectivity to all MTD's properties and information kiosks. The switches are over 8 years old and have logged almost 100,000 hours of usage. HP engineering support for these switches will end in April 2020. Jeremy Fenelon, MTD's Technology Services Manager, stated that the new switches will provide increased security and keep the District's infrastructure healthy. The replaced switches will be kept as a secondary backup system. This project is eligible for 65% Downstate Operating Assistance Program state funding and has received IDOT concurrence.

MOTION by Mr. Barnes to authorize the Managing Director to enter into a contract with McNutt Consulting Services (MCS) in the amount of \$96,875.30; seconded by Ms. Chaplan. Upon vote, the **MOTION CARRIED**.

E. Updated Disadvantaged Business Enterprise (DBE) Policy Statement – For Information Only

The Disadvantaged Business Enterprise (DBE) Policy Statement has been updated to reflect the Grants & Governmental Affairs Director as the DBE Liaison Officer.

11. Next Meeting


- A. Regular Board of Trustees Meeting – Wednesday, January 29, 2020 – 3:00 p.m. at Champaign City Council Chambers – 102 North Neil Street, Champaign

12. Adjournment

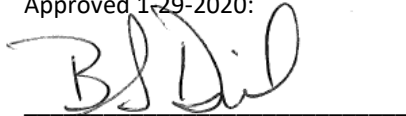
MOTION by Ms. Chaplan to adjourn the meeting; seconded by Mr. Hannon. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Diel adjourned the meeting at 4:02 p.m.

Submitted by:


Clerk

Approved 1-29-2020:


Board of Trustees Chair