



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

**MINUTES – Approved as Distributed**

**DATE:** Wednesday, August 26, 2020  
**TIME:** 3:00 p.m.  
**PLACE:** This meeting was held electronically in accordance with the Governor’s Executive Orders and social distancing requirements.

The video of this meeting can be found at:  
[www.mtd.org/inside/board/meetings/](http://www.mtd.org/inside/board/meetings/)

**Trustees:**

Present	Absent
Dick Barnes	
Linda Bauer	
Margaret Chaplan (Vice-Chair)	
Tomas Delgado	
Bradley Diel (Chair)	
	Phil Fiscella
Bruce Hannon	

**Advisory Board:**

Present	Absent
Marty Paulins	

**MTD Staff:** Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Jane Sullivan (Grants & Governmental Affairs Director), Michelle Wright (Finance Director), Dan Saphiere (Analyst/Planner), Fred Stavins (Counsel), Beth Brunk (Clerk)

**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. Barnes.

**Roll Call:**  
 Aye (5) –Barnes, Bauer, Chaplan, Delgado, Diel  
 Nay (0)  
 MOTION CARRIED unanimously.

4. Audience Participation

Since the Board meeting was not open to the public due to Governor Pritzker's social distancing requirements, comments can be emailed to [public@mtd.org](mailto:public@mtd.org).

No comments were received.

5. Approval of Minutes

A. *Regular Board Meeting – July 29, 2020*

MOTION by Ms. Chaplan to approve the minutes of the July 29, 2020 MTD Board meeting as distributed; seconded by Ms. Bauer.

Roll Call:

Aye (5) –Barnes, Bauer, Chaplan, Delgado, Diel

Nay (0)

MOTION CARRIED unanimously.

6. Communications

None

7. Reports

A. Managing Director

Mr. Gnadt reviewed July statistics. Ridership declined 46.82% from last year due to the pandemic. The Ridership Comparison chart is probably inaccurate as it is very difficult for Operators to categorize passengers boarding at the rear door with no fare collection. Bus service on the street was reduced from 5:00 a.m. to 1:00 a.m. to accommodate a smaller pool of Operators. Some Drivers had to reduce their availability because their children are staying home from schools and childcare facilities to reduce the spread of COVID-19.

Mass Transit Magazine selected Jane Sullivan as one of their annual prestigious "40 under 40" awardees. Dan Saphiere, newly hired analyst/planner at MTD, gave a brief introduction to the Board. In accordance with the Governor's Executive Order and Champaign County Public Health District, passengers on a bus are required to wear a mask. Operators have masks to offer riders that do not have one.

8. Action Item

A. Contract for Administration Facility Remodel

MTD would like to expand their office space at the Administration/Operations Facility at 1101 East University Avenue in Urbana. Staff increases in past years have required employees to be very close to one another in workspaces. Since the Administration Building has vacant space that is currently unleased, MTD would like to take a portion of that space to add to their current office footprint. In a competitive bid process, F.H. Paschen was the lowest, responsible bidder at \$1,053,000. This project is funded by 80% federal and 20% local money. Ms. Bauer commented that this is a good idea considering the importance of social distancing.

MOTION by Mr. Barnes to authorize the Managing Director to execute a contract with F.H. Paschen for \$1,053,000 to remodel space at MTD's Administration/Operations Facility at 1101 East University in Urbana; seconded by Ms. Chaplan.

Roll Call:

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

Nay (0)

The MOTION CARRIED unanimously.

9. **Next Meeting**

- A. Regular Board of Trustees Meeting – Wednesday, September 30, 2020 – 3:00 p.m. – Location and format to be determined

10. **Adjournment**

Mr. Diel adjourned the meeting at 3:20 p.m.

Submitted by:

  
Clerk

Approved 9/30/2020:

  
Board of Trustees Chair