



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

MINUTES – Approved

DATE: Wednesday, December 9, 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/

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	
	Emily Hutchinson

MTD Staff: Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Jane Sullivan (Grants & Governmental Affairs Director), Michelle Wright (Finance Director), Jacinda Crawmer (Human Resources Director), Jolene Gensler (Comptroller), Fred Stavins (Counsel), Beth Brunk (Clerk)

Others Present: Greg Douglas (Martin Hood LLC), Don Owen (Lead for Equity and Engagement LLC)

MINUTES

1. **Call to Order**
Chair Diel called the meeting to order at 3:00 p.m.

2. **Roll Call**
Present (6) –Barnes, Bauer, Chaplan, Diel, Fiscella, Hannon (Bauer was on the Zoom call but unable to use her audio)
Absent (1) –Delgado

A quorum was declared present.

3. **Approval of Agenda**
MOTION by Mr. Fiscella to approve the agenda as distributed; seconded by Ms. Chaplan.

Roll Call:
Aye (4) –Barnes, Chaplan, Diel, Fiscella
No audio to vote (2) – Bauer, Hannon

MOTION CARRIED.

4. Public Hearing on General Tax Levy Ordinance for 2020

Mr. Diel solicited public input on the General Tax Levy Ordinance of the Champaign-Urbana Mass Transit District for revenue year 2020 to be paid in calendar year 2021. “Notice of the Proposed Tax Increase for the Champaign-Urbana Mass Transit District” appeared as a black bordered notice in *The News Gazette* on November 27, 2020, and the proposed tax levy was posted on the District’s website, mtd.org under Financial Documents for public review. As there were no public comments, Mr. Diel closed the Public Hearing.

5. 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.

No comments were received.

6. Approval of Minutes

A. Board Meeting Open Session – October 28, 2020

MOTION by Ms. Chaplan to approve the minutes of the October 28, 2020 MTD Board meeting open session as distributed; seconded by Mr. Fiscella.

Roll Call:
Aye (4) –Barnes, Chaplan, Diel, Fiscella
No audio to vote (2) – Bauer, Hannon

MOTION CARRIED.

B. Board Meeting Closed Session – October 28, 2020

MOTION by Mr. Fiscella to approve the minutes of the October 28, 2020 MTD Board meeting closed session as distributed; seconded by Mr. Barnes.

Roll Call:
Aye (4) –Barnes, Chaplan, Diel, Fiscella
No audio to vote (2) – Bauer, Hannon

MOTION CARRIED.

7. Communications

Mr. Diel recognized that Linda Bauer will be retiring from MTD’s Board after this meeting and thanked her for many contributions over her 10-year term. Ms. Bauer commented that it has been a privilege to serve on MTD’s Board as it is one of the best run organizations she had ever seen.

8. FY2020 MTD Audit Presentation by Martin Hood LLC

Mr. Greg Douglas, Senior Manager of Audit Engagement for Martin Hood LLC, summarized MTD’s fiscal year 2020 audit beginning 7/1/2019 and ending 6/30/2020. Mr. Douglas stated that the auditors issued a clean, unmodified opinion on the District’s note disclosures and

financial statements. This means that the note disclosures and financial statements are in proper form compared to generally accepted accounting principles for governmental entities and supported by MTD's underlying accounting records or third-party confirmations. This opinion is exactly what a Board would want to hear. The final audit can be found on MTD's web page: <https://mtd.org/inside/public-info/documents/document-categories/financial/> - Fiscal Year 2020 – Audit Report.

9. Reports

A. Managing Director

Mr. Gnadt reviewed October statistics. While ridership was down 74.7% from last year, MTD is still carrying over 340,000 passengers in October. Staff continues to work diligently to keep operating expenses down.

The Illinois Department of Transportation (IDOT) awarded MTD a \$7,597,500 Rebuild Illinois grant that will be allocated to the following projects: \$2.9M to purchase three 60' hybrid buses that will replace three 20-year-old 60' diesel buses, \$110k to rehab kiosks, and \$4.5M to construct a solar array that will power the hydrogen production station. Due to pandemic cuts, the University will have to reduce their campus bus service by 39.2% starting in January 2021.

10. Action Item

A. Ordinance 2020-3 – General Tax Levy Ordinance for 2020

To comply with annual taxation laws, the Board must approve an estimated tax levy amount for the District in revenue year 2020 to be paid in calendar year 2021.

MOTION by Ms. Bauer to adopt Ordinance No. 2020-3 General Tax Levy Ordinance for Champaign-Urbana Mass Transit District in the amount of \$11,195,377 for revenue year 2020 payable 2021; seconded by Ms. Chaplan.

Roll Call:

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

Nay (1) – Fiscella

The MOTION CARRIED.

B. Policies and Procedures No. 13 - Harassment Policy Update

MTD's Human Resources Director, Jacinda Cramer, discussed the Harassment Policy update which included an extension of time to report a harassment incident complaint to 300 days; annual harassment prevention training; delineation of officers who can receive a harassment claim concerning a supervisor; and clarification/revision that any reference to Chief Officer in the Policy will be written out to be Chief of Staff and Chief Operating Officer. Staff would also like to make future non-substantive changes without Board approval.

MOTION by Ms. Chaplan to approve Policies and Procedures No. 13 – Harassment Policy update as discussed including any future non-substantive changes; seconded by Mr. Fiscella.

Roll Call:

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

Nay (0)

The MOTION CARRIED.

C. Healing Illinois Grant Award

MTD was awarded a \$30,000 Healing Illinois grant. In partnership with Lead for Equity and

Engagement LLC, MTD will provide training to employees so they will have the resources to understand issues of race, culture, and trauma to serve our community better. The grant funds 100% of this training.

MOTION by Ms. Chaplan to authorize the Managing Director to execute the Healing Illinois grant for \$30,000; seconded by Ms. Bauer.

Roll Call:

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

Nay (1) – Fiscella

The MOTION CARRIED.

11. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, January 27, 2021 – 3:00 p.m. – Virtual meeting – see MTD website - mtd.org/inside/board/meetings/

12. Adjournment

MOTION by Ms. Chaplan to adjourn the meeting; seconded by Mr. Fiscella.

Roll Call:

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

Nay (0)

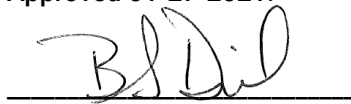
The MOTION CARRIED.

Mr. Diel adjourned the meeting at 4:16 p.m.

Submitted by:


Clerk

Approved 01-27-2021:


Board of Trustees Chair