



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

MINUTES – Approved

DATE: Wednesday, August 25, 2021
TIME: 3:00 p.m.
PLACE: Illinois Terminal, 45 East University Avenue, Champaign, IL

The video of this meeting can be found at:
<https://www.youtube.com/CUMTD>

Trustees:

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

Advisory Board:

Present	Absent
	Marty Paulins

MTD Staff: Karl Gnadt (Managing Director), Amy Snyder (Chief of Staff), Michelle Wright (Finance Director), Jane Sullivan (Grants & Governmental Affairs Director), Autumn Soliman (Marketing Manager), Ryan Blackman (Software Development Manager), Nancy Rabel (Legal Counsel), Beth Brunk (Clerk)

Others Present:

MINUTES

1. Call to Order

Chair Diel called the meeting to order at 3:02 p.m.

2. Roll Call

Present (7) – Barnes, Chaplan, Delgado, Diel, Fiscella, Hannon, Nudo

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 (7) – Barnes, Chaplan, Delgado, Diel, Fiscella, Hannon, Nudo

Nay (0)

The MOTION CARRIED.

4. Public Hearing on Rebuild Illinois Capital Assistance Program

Mr. Diel explained that the primary purpose of this hearing was to receive public input concerning MTD's submission of a Rebuild Illinois Capital Grant application through the Illinois Department of Transportation (IDOT). If received, this funding would be used to expand the solar array on the roof of MTD's Maintenance Facility at 803 East University Avenue in Urbana. Beginning August 9, 2021, the project description was posted on the District's website for public review, and the "Notice of Public Hearing" appeared in the News Gazette on August 13, 2021. As no comments were received, Mr. Diel closed the hearing.

5. Audience Participation

None

6. Approval of Minutes

A. Special Board Meeting Open Session – July 21, 2021

MOTION by Mr. Hannon to approve the open session minutes of the July 21, 2021 MTD Special Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the MOTION CARRIED unanimously.

B. Special Board Meeting Closed Session – July 21, 2021

MOTION by Ms. Chaplan to approve the closed session minutes of the July 21, 2021 MTD Special Board meeting as distributed; seconded by Mr. Barnes. Upon vote, the MOTION CARRIED unanimously.

C. Board Meeting Open Session – July 28, 2021

MOTION by Mr. Hannon to approve the open session minutes of the July 28, 2021 MTD Board meeting as distributed; seconded by Ms. Chaplan. Upon vote, the MOTION CARRIED unanimously.

7. Communications

Mr. Hannon noted that the District's communication to the public concerning reduced service due to the operator shortage in the News Gazette's article today was excellent – clear and concise.

8. Community Survey for Brand Perceptions and Post-Pandemic Outlook

Autumn Soliman, MTD's Marketing Manager, reviewed the results of a community survey for brand perceptions and post-pandemic outlook.

9. Reports

A. Managing Director

Mr. Gnadt reviewed July statistics. Ridership continues to recover slowly as exemplified in the following comparison – August 2020 10,000 trips; August 2021 35,000 trips, pre-pandemic level in August 50,000 trips. The US Department of Transportation, in alignment with the Centers for Disease Control and Prevention (CDC), has extended the mask mandate on all forms of transportation to January 19, 2022.

Ms. Chaplan inquired about how service reductions are decided and the best way for the public to know if their routes have been affected. Depending on operator availability, route reduction

decisions are made daily to maximize the level of service on the street. There are many days where there are enough drivers, so no routes have to be altered. Riders are encouraged to sign up for an account on MTD.org to receive alerts on any changes of favorite-selected routes.

10. Action Items

A. Resolution No. 2021-3 – Rebuild Illinois Capital Assistance Program

A requirement of the grant funding is a Board-approved resolution supporting the submission of this application for the solar array expansion on the roof of the Maintenance Facility at 803 East University. This ensures that the grant applicant has the legal capacity to carry out the project. The Engineer's preliminary cost and production estimate for this project is \$2.1 million. If the application is awarded, the project would be 100% state funded.

This grant opportunity is part of the second round of the Rebuild Illinois infrastructure bill enacted by Governor Pritzker.

MOTION by Mr. Hannon to adopt Resolution No. 2021-3 to authorize the submission of a grant application for the Rebuild Illinois Capital Assistance Program; seconded by Ms. Chaplan.

Roll Call:

Aye (7) – Barnes, Chaplan, Delgado, Diel, Fiscella, Hannon, Nudo

Nay (0)

The MOTION CARRIED.

B. Compensation Study Contract

The District has identified a need for a third-party consultant to review and analyze the current compensation levels for all employees. After completing a Request for Proposal process, the Evaluation Committee selected Arthur J. Gallagher & Co. as a fair and reasonable bid at \$47,000.

Mr. Nudo suggested that the study concentrate on salaried workers, not hourly employees, to save money. Ms. Sullivan will check with Arthur Gallagher to see if there is a substantial cost savings to eliminating the hourly employees from the study.

MOTION by Mr. Hannon to authorize the Managing Director to execute a compensation study contract with Arthur J. Gallagher & Co. in the amount of \$47,000; seconded by Mr. Barnes. Upon vote, the MOTION CARRIED.

C. INIT General Transit Feed Specification Real-Time (GTFS-RT) Interface Contract

The current INIT GTFS software module allows riders using national third-party apps (Google maps, Apple maps, etc.) to get static information from MTD's maps and schedules. By upgrading to real time (RT), passengers can utilize these national applications to get real time transit information through their cell phone. In this way, riders can have confidence that departure information on Google Maps is accurate as it is based on the current location of the bus.

MOTION by Mr. Fiscella to authorize the Managing Director to execute a General Transit Feed Specification Real-Time (GTFS-RT) Interface contract with INIT for the amount of \$62,300; seconded by Ms. Chaplan. Upon vote, the MOTION CARRIED.

D. INIT COPILOTpc3 Migration Services Contract

The COPILOTpc is the onboard computer hub in each bus that allows it to control radio communication, provide real-time information, collect passenger counts and performance statistics, and communicate with dispatch. The District's fleet consists of Generation 1 and

Generation 2 COPILOTS that will soon no longer be supported by INIT and will be replaced with a COPILOTpc Generation 3. To prepare for this eventual change, MTD will need to upgrade its software to make the central dispatching system compatible with COPILOTpc to Generations 1, 2, and 3.

MOTION by Ms. Chaplan to authorize the Managing Director to execute a COPILOTpc3 General Migration Service contract with INIT for the amount of \$73,500 with INIT; seconded by Mr. Barnes. Upon vote, the MOTION CARRIED.

11. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, September 29, 2021 – 3:00 p.m. at Illinois Terminal – 45 East University Avenue, Champaign

12. Adjournment

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

Mr. Diel adjourned the meeting at 4:27 p.m.

Submitted by:


Clerk

Approved 9/29/2021:


Board of Trustees Chair