



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

MINUTES – Approved

DATE: Wednesday, January 31, 2024
TIME: 3:34 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	
Phil Fiscella	
Bruce Hannon	
Alan Nudo	
Sharif Ullah	

Advisory Board:

Present	Absent
Jamie Singson	
	Vincent Wu

MTD Staff: Karl Gnadt (Managing Director), Amy Snyder (Deputy Managing Director), Michelle Wright (Finance Director), Brendan Sennett (Safety and Training Director), Ashlee McLaughlin (External Affairs Director), Jacinda Crawmer (Human Resources Director), Ryan Blackman, (Tech Services Director), Josh Berbaum (Maintenance and Facilities Director), Nate Warman (Comptroller), Lorna Geiler (Legal Counsel), Beth Brunk and Brittany Meeker (Clerk)

Others Present: Mike Mucha (Deputy Executive Director, Government Finance Officers Association) via Zoom

MINUTES

1. Call to Order
Vice Chair Chaplan called the meeting to order at 3:34 p.m.
2. Roll Call
Present (7) – Barnes, Chaplan, Delgado, Fiscella, Hannon, Nudo, Ullah

The clerk declared that a quorum was present.
3. Approval of Agenda

MOTION by Mr. Hannon to approve the agenda as distributed; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.
4. Audience Participation
Sarah Rockowski from Mahomet, Illinois is advocating for a new bus stop at the Carle facility located at the corner of Curtis Road and Mattis Avenue in Champaign. Mr. Gnadt commented that MTD is unable to service that stop because MTD is legally restricted from annexing that parcel into its boundaries.

5. Approval of Minutes

A. Board Meeting (Open Session) – December 6, 2023

MOTION by Mr. Barnes to approve the open session minutes of the December 6, 2023, MTD Board meeting as distributed; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

6. Communications

None

7. Reports

A. Managing Director

Mr. Gnadt welcomed Sharif Ullah, the newest MTD Board Trustee. Mr. Ullah is a transportation engineer and will be a great addition and resource to the Board. Mr. Gnadt introduced Brittany Meeker as MTD's new Executive Assistant.

Mr. Gnadt reviewed the statistics for November and December 2023. The December Year-to-Date Ridership is up 11.9% from the previous fiscal year and continues to recover to pre-pandemic levels. The Board selected a comparative report that examines December 2022 to December 2023 actual numbers. Mr. Hannon requested that these reports reflect the Consumer Price Index for all Urban Consumers (CPI-U) to account for inflation. Staff will research the applicability of inflation on monthly financial reports at other transit agencies and municipalities and will report back to the Board.

8. Action Items

A. Election of Officers for 1-year Term – Chair and Vice Chair

Ms. Chaplan stated that according to MTD By-Laws, the Chair and Vice-Chair positions are elected from the Board of Trustees for a one-year term at the first regularly scheduled Board meeting after January 1st. As previously approved by the Board, Beth Brunk is the Secretary to the Board and Amy Snyder, Deputy Managing Director, is the Treasurer. These terms are indefinite until the Board takes action to the contrary.

Ms. Chaplan opened the floor for nominations for Chair. Mr. Hannon nominated Dick Barnes for the Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations for Board Chair, Ms. Chaplan closed the nominations.

Roll Call for Barnes as Chair:

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

Mr. Barnes will act as the new Chair of the MTD Board of Trustees.

Ms. Chaplan opened the floor for nominations for Vice-Chair. Mr. Hannon nominated Alan Nudo as Vice-Chair of the Champaign-Urbana Mass Transit District Board of Trustees. As there were no additional nominations, Ms. Chaplan closed the nominations.

Roll Call for Nudo as Vice-Chair:

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

Mr. Nudo will act as the new Vice-Chair of the MTD Board of Trustees.

Mr. Barnes assumed the role of Chair for this meeting.

B. Semi-annual Review of Closed Session Minutes

MOTION by Mr. Fiscella that the minutes of the closed session meetings of the Board listed on "Attachment 1" marked "Release" no longer require confidential treatment and are ordered released; and that the need for confidentiality still exists as to the minutes of the closed session meetings of the Board listed on "Attachment 2" marked "Remain Confidential"; and the verbatim recordings of the following listed closed session minutes on "Attachment 3", all of which are not less than 18 months old and the written minutes of which have been approved, are authorized to be destroyed; seconded by Mr. Ullah. Upon vote, the MOTION CARRIED.

C. 2024-2026 Leasing Services Agreement

Michelle Wright (Finance Director) gave an overview of the 2024-2026 Leasing Services Agreement. The purpose of the competitive proposal process for a leasing arrangement is to meet Illinois Department of Transportation (IDOT) requirements for reimbursement of operating leases and the District's own procurement of policies for leasing services. The lease factor includes the prime rate which will adjust to variable rate environment. Staff recommends authorization of the Managing Director to enter into a two-year agreement for Leasing Services with Chelsea Financial Group, LLC. for the period February 1, 2024, through January 31, 2026, with a leasing factor rate of .02652.

MOTION by Ms. Chaplan to authorize the Managing Director to enter into a two-year agreement for Leasing Services with Chelsea Financial Group, LLC. for the period February 1, 2024, through January 31, 2026; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED

D. Illinois Business Consultants Contract for the Decennial Committee

MTD would like to consider the engagement of the Illinois Business Consultants (IBC) from the Gies College of Business at the University of Illinois to study local efficiencies and make recommendations on increased accountability of MTD as required by the Decennial Committees on Local Government Efficiency Act. This report is due by November 2024 to the Champaign County Board. IBC will charge \$15,000 for work done by April 29, 2024. If MTD's Decennial Committee wants to expand the scope of the project, the IBC proposed an additional \$25,000 cost to continue the work until November 1, 2024.

MOTION by Ms. Chaplan to authorize the Managing Director to enter into a contract for the Decennial Committee consulting services with Illinois Business Consultants for an amount not to exceed \$40,000; seconded by Mr. Hannon. Upon vote, the MOTION CARRIED.

E. High-Speed Rubber Door Replacement Contract

Josh Berbaum (Maintenance and Facilities Director) explained that the four 13-foot-high vinyl doors at the Maintenance Facility's east side have met their useful life and are beginning to fail. Overall, the doors have not worked well and the cost to maintain is increasing. Additionally, the doors are easily blown out of the track when winds are over 20 mph which causes staff to shut down that bus lane until the door is fixed. It is proposed that the Board authorize the Managing Director to execute a contract with Reliable Door & Dock, Inc in the amount of \$499,190 for the purchase and installation of four high-speed rubber doors at the Maintenance Facility. The new doors are rated for winds up to 88 mph and come with a lifetime warranty on their rubber curtain.

MOTION by Mr. Fiscella for the Managing Director to approve the replacement of the rubber doors at the Maintenance Facility with Reliable Door & Dock, Inc. in the amount of \$499,190; seconded by Mr. Hannon. Upon vote, the MOTION CARRIED.

F. Enterprise Resource Planning (ERP) Consulting Services Contract

Michelle Wright (Finance Director) explained that the District's current Enterprise Resource Planning (ERP) system, Avail Technologies - Fleet-Net, is outdated and needs to be replaced. Avail will no longer support the current version of the software beginning in 2025, and their new cloud-based version does not have a proven track record. The District needs help choosing a new vendor for software. Staff is recommending the Managing Director be authorized to enter into one of two scenarios with the Government Finance Officers Association (GFOA)'s Research and Consulting Center to help facilitate procurement of a new ERP system. The first scenario shares the cost of GFOA consulting services and travel costs with three other transit agencies which are not to exceed \$350,000 with pro rata cost sharing. In the second scenario, MTD will incur the costs alone which is not to exceed \$175,000.

MOTION by Mr. Hannon to authorize the Managing Director to enter into a contract with Government Finance Officers Association (GFOA) to select a new Enterprise Resource Planning (ERP) system by either pro rata cost sharing with three other transit agencies not to exceed \$350,000 or MTD on its own not to exceed \$175,000; seconded by Mr. Fiscella. Upon vote, the MOTION CARRIED.

9. Next Meeting

- A. Regular Board of Trustees Meeting – Wednesday, February 28, 2024 – 3:00 p.m. at Illinois Terminal – 45 East University Avenue, Champaign

10. Adjournment

MOTION by Ms. Chaplan to adjourn into closed session to consider the employment, compensation, discipline, performance, or dismissal of a Public Official followed by adjournment, seconded by Mr. Fiscella.

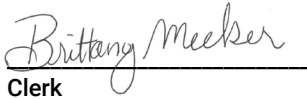
Roll Call:

Aye (7) – Barnes, Chaplan, Delgado, Fiscella, Hannon, Nudo, Ullah
Nay (0)

The MOTION CARRIED.

Mr. Barnes adjourned the meeting at 4:51 p.m. to enter into closed session.

Submitted by:


Clerk

Approved 02/28/2024:


Board of Trustees Chair