

MINUTES
REGULAR BOARD MEETING
WEDNESDAY, MAY 27, 2009 AT 3:00 P.M.
ILLINOIS TERMINAL
45 EAST UNIVERSITY AVENUE, CHAMPAIGN

PRESIDING

Willard Broom, Chair

RECORDING SECRETARY

Rena Lee Lenz

PRESENT BOARD MEMBERS

Al Anderson Yuki Llewellyn
John Chato Ron Peters
Vicki Ford Don Uchtmann

ADVISORY BOARD MEMBER PRESENT

Morgan Johnston for Pam Voitik, Campus Services Division, University of Illinois

IN ATTENDANCE

William L. Volk, Managing Director
Thomas J. Costello, Assistant Managing Director
Karl Gnadt, Director of Marketing
Jan Kijowski, Marketing Director
Adam Shanks, Illinois Terminal Director

APPROVAL OF AGENDA ITEMS

- (a) A motion was made by Anderson, seconded by Uchtmann, the Board of Trustees voted to approve the agenda, as presented.

AYE: All
NAY: None
Motion carried.

AUDIENCE PARTICIPATION/REQUESTS

None

MINUTES

- (a) Minutes of the Regular Board Meeting on April 29, 2009.

A motion was made by Ford, seconded by Anderson, the Board of Trustees voted to approve the Minutes of the Regular Board Meeting on April 29, 2009, as presented.

AYE: Anderson, Broom, Chato, Ford, Peters
 NAY: None
 ABSTAIN: Llewellyn, Uchtmann
 Motion carried.

COMMUNICATIONS

- (a) Comments/Suggestions from Sophia Lewis—a bus passenger.

REPORTS

- (a) Managing Director's.

Volk reported on the following in his written report:

1. Operating Notes.

Additional notes: that this was the highest April ridership ever recorded in the history of the District; that the EPA permit was received for the sewer project at the District's facility in Urbana and that the bid opening for this would be June 16, 2009 at Berns, Clancy & Associates at 2:00 p.m.; that a random telephone survey was recently conducted and an executive summary of that will be mailed out in the next couple of weeks; that the survey was very positive and there was a definite improvement over the previous survey; that we took bids on the Ready School remodeling of the second floor area, but failed to put it on the agenda for the board meeting. Thus, a Special Board Meeting will be needed to award the bid early next week.

Uchtmann suggested that since all of the board members would be in attendance at the Awards Dinner—why not schedule the special board meeting right before the dinner to award the bid. The other board members concurred with this. Thus, the special board meeting was set for Sunday, May 31, 2009, at 6:15 p.m. second floor at Illinois Terminal.

2. Operating Statement.
3. Ridership Data.
4. District Operating Revenue & Expenses.
5. Illinois Terminal Operating Revenue & Expenses.
6. Statistical Summary.
7. Accounts Payable/Cash Disbursements.

REPORTS

(b) Board Committee Reports.

1. Budget & Audit.

Volk stated that the tentative Budget & Appropriation Ordinance for FY 2010 was presented at the last board meeting and approved for posting purposes. He further said that the budget was a planning document and not set in concrete. He also discussed the areas in the budget that he was concerned about such as the fluctuation in the price of fuel. Also, he discussed some changes to the State Operating Grant regulations. There was a new allowable expense in the category of debt service for equipment and facilities. The District would then borrow \$900,000 to purchase equipment and pay interest of \$50,000. This was included in the budget under General Administration—Miscellaneous. Borrowing would be a shorter period of time whereas leasing equipment would be a three to five year commitment. According to State rules, if we lease equipment and then buy it, the State will pay for the lease, but not the buy-out. For debt service, we would be borrowing to pay for the whole piece of equipment. We would be better off to stop leasing and do short-term borrowing. Considerable discussion followed regarding the budget.

Also, Volk discussed his next rendition of fare reduction ideas. As opposed to the previous one, this one would be for a one-year trial period; base fare of \$1.00; no adult tokens; school tokens of 6 for \$3.00; transfers free until 12-31-2009 and none effective 1-1-2010; all day passes \$3.00 any day; adult passes of \$60; high school age and younger pass of \$30 after 4:00 p.m. on school days/all day on non-school days; no seasonal passes; and senior/disabled would remain free. Some discussion followed.

2. Facilities.

Volk reported that staff continues to work with Isaksen-Glerum-Wachter on the Sustainability Project. We are looking at Geothermal HVAC and white roofing options. In addition, the sewer project will be going out for bid soon.

Shanks gave a brief update on the Illinois Terminal improvements as follows: carpeting and cork floor on the second floor are complete; repairs to vestibule on the first floor completed; new bike racks installed; exterior pressure spraying and sealing in process; bridge work will soon begin; repairs in process on platform; removal of planters for easier accessibility to bike racks; and Ready School build-out to begin as soon as bids are approved.

3. Personnel.

Volk reminded the Board about the Awards Dinner on Sunday.

Also, Volk said that we are continuing to hire new bus operators and will soon begin summer retraining.

UNFINISHED BUSINESS

(a) Discussion/Consideration of Bids for Renovation of Bridge at Illinois Terminal.

Volk stated that bids were opened on May 26, 2009 for the pedestrian bridge modifications. We estimated that the work to be done would cost between \$70,000 to \$90,000. Roessler Construction was the low bidder and that bid came in at \$84,800.

A motion was made by Anderson, seconded by Uchtmann, the Board of Trustees voted to award the bid for the Pedestrian Bridge Modifications at Illinois Terminal to Roessler Construction in the amount of \$84,800.

AYE: Anderson, Broom, Chato, Ford, Llewellyn, Peters, Uchtmann

NAY: None

Motion carried.

(b) Discussion/Consideration of Travel by Board Members to APTA Seminar in July.

Volk stated that there had been some discussion about a board member or members attending the APTA Board Member Seminar in Cincinnati July 18-21, 2009. He estimated that the cost would be approximately \$1800 for travel, hotel tax, food, etc. and that it was difficult to exactly pinpoint the total cost. Both Broom and Peters had indicated an interest in going. However, Broom now would be unable to attend. Peters indicated that he would still would be interested in attending. Some discussion followed.

A motion was made by Uchtmann, seconded by Anderson - the Board of Trustees voted to approve sending Peters to the APTA Seminar in Cincinnati July 18-21, 2009 and that expenses incurred would be approximately \$1800.

AYE: Anderson, Broom, Chato, Ford, Llewellyn, Peters, Uchtmann

NAY: None

Motion carried.

NEW BUSINESS

(a) Discussion/Consideration of Resolution to Obtain Credit Card Account.

Volk said that the District would like to establish a VISA credit card account through Commerce Bank to use for corporate purchases especially for renting zip cars and making purchases in Administration, Operations, and Maintenance that require credit cards. Then, staff does not have to use personal credit cards and then be reimbursed. He further said that Janet Ashby—Controller would be in charge of the credit card. Thus, it cannot be used for things other than District related purchases.

Peters suggested that a slip or voucher be created to which the receipt could be attached. Then, the controller would be aware of what the purchase was for. Staff concurred that this would be a good idea.

The Board needed to approve the “Commerce Bank Corporate Resolution to Obtain a Credit Card Account”.

A motion was made by Anderson, seconded by Chato - the Board of Trustees voted to approve the “Corporate Resolution with Commerce Bank to Obtain a Credit Card Account”. (Copy of complete resolution attached to original and file minutes.)

AYE: Anderson, Broom, Chato, Ford, Llewellyn, Peters, Uchtmann

NAY: None

Motion carried.

NEW BUSINESS

- (b) Discussion/Consideration of an Ordinance Authorizing Attendance by Remote Electronic Means.

Volk said that staff recently had discussions with Jack Waaler—Counsel concerning what was allowable as far as board members being unable to attend a board meeting due to illness or an emergency and still be able or needed to participate and vote electronically in a board meeting. To do this, a quorum of the board members would still be required. He explained that the electronic or electronic means participation would have to be by telephone, video or internet connection and arrangements to do this would have to be made ahead of time. Waaler had written an ordinance to accomplish this and for the Board to approve.

A motion was made by Uchtmann, seconded by Peters - the Board of Trustees voted to adopt “An Ordinance Authorizing Attendance by Remote Electronic Means”. (Copy of complete Ordinance attached to original and file minutes.)

AYE: Anderson, Broom, Ford, Llewellyn, Peters, Uchtmann
 NAY: None
 ABSTAIN: Chato
 Motion carried.

- (c) Discussion/Consideration of Contract Between Champaign-Urbana Mass Transit District and Developmental Services Center.

Volk stated that it was time to renew the yearly contract between DSC and the District. Doing this allows the District to access State funding. If the District pays DSC, it is included in our expenses. Last year, the District paid DSC \$286,000 and DSC paid the District \$157,575. For FY 2010, the District will pay DSC \$306,500 in 12 equal installments of \$25,541.67. DSC will pay the District \$157,575 also in twelve equal payments of \$13,131.25. A copy of the contract was included in the packet for the board’s information. It is necessary for the Board to authorize the Board Chair to execute the contract.

A motion was made by Anderson, seconded by Peters - the Board of Trustees voted to authorize Willard Broom-Chair to execute the contract between the Champaign-Urbana Mass Transit District and Developmental Services Center for FY 2010, as presented.

AYE: Anderson, Broom, Chato, Ford, Llewellyn, Peters, Uchtmann
 NAY: None
 Motion carried.

NEXT REGULAR BOARD MEETING DATES

- (a) Public Hearing - Budget & Appropriation Ordinance for FY 2010 - June 8, 2009 - 5:30 p.m. at Illinois Terminal.
- (b) Public Hearing - Annexation of Meijer/St. Matthews Lutheran Church/Urbana Care Group Tract - June 17, 2009 - 3:00 p.m. at St. Matthews Lutheran Church.
- (c) Regular Board Meeting - June 24, 2009 - 3:00 p.m. at Illinois Terminal.

ADJOURNMENT

- (a) A motion was made by Anderson, seconded by Uchtmann, the Board of Trustees voted to adjourn the Regular Board Meeting at 4:15 p.m.

AYE: All
NAY: None
Motion carried.

SECRETARY

APPROVED:

CHAIR