

CHAMPAIGN-URBANA MASS TRANSIT DISTRICT  
 BOARD OF TRUSTEES  
 REGULAR BOARD MEETING MINUTES  
 WEDNESDAY, AUGUST 31, 2011, AT 3:00 P.M.  
 ILLINOIS TERMINAL  
 45 EAST UNIVERSITY AVENUE, CHAMPAIGN

PRESIDING

Ronald Peters, Chair

RECORDING SECRETARY

Rena Lee Lenz

PRESENT BOARD MEMBERS

Al Anderson  
 Linda Bauer (via phone)  
 Willard Broom

Bradley Diel  
 Don Uchtmann

ABSENT BOARD MEMBER

Yuki Llewellyn

ADVISORY BOARD MEMBERS PRESENT

Mike DeLorenzo, Associate Vice-Chancellor—Student Affairs—University of Illinois  
 Jim Maskeri—Student—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

APPROVAL OF AGENDA ITEMS

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

AYE: All  
 NAY: None  
 Motion carried.

AUDIENCE PARTICIPATION REQUESTS

- (a) Ms. Roberson—Holiday Park—Champaign—expressed her displeasure regarding how her medical claim had been handled for an injury on a bus.

Volk stated that the MTD operations staff handles those kinds of situations and he would be glad to have one of them call her.

Also Ms. Roberson had some problems making bus route connections on the Lime Route Saturday, Sunday, and some evenings and connecting with the Grey route.

Once again, Volk suggested having an operations staff member contact her see if they could help her with her problems.

MINUTES

- (a) Minutes of the Regular Board Meeting/Closed Session on July 27, 2011.

A motion was made by Anderson, seconded by Diel, the Board of Trustees voted to approve the minutes of Regular Board Meeting/Closed Session on July 27, 2011, as presented.

AYE: All  
 NAY: None  
 Motion carried.

### COMMUNICATIONS

- (a) Volk introduced Jim Maskeri—U of I student—class of 2013 who will be the student advisory board member. He said that he would be a welcome addition with the student referendum coming up next year.

### REPORTS

- (a) Managing Director's.

Volk reported on the following in his written report:

1. Operating Notes.  
 Additional Notes: While ridership for July was 5% above July, 2010, it appears that August will be 9% above August, 2010; also have had a 13% increase in the sale of yearly passes; that an IMRF bill increasing the number of hours that retirees can work (those hired prior to 1989 could only work 600 hours and those after 1,000 hours) now all retirees can work 1000 hours; that a meeting has been scheduled with the Southwest Champaign MTD for October 7<sup>th</sup>; and that the MTD is providing the bus for the United Way's "stuff the bus" campaign this week.
2. Operating Statement.
3. Ridership Data.
4. District Operating Revenue & Expenses.
5. Statistical Summary.
6. Accounts Payable/Cash Disbursements.  
 The following checks were questioned by the board: Oregon Department of Justice, Personal Finance Company, and American Appraisal Association, Inc.

- (b) Board Committee Reports.

1. Budget & Audit.

Volk reported that the auditors have finished with their field work for the FY 2011 audit. We anticipate having an audit report in October.

Also, Volk said that in the near future, we need to start the levy process, as it needs to be adopted by early December.

As usual, monthly information from Morgan Stanley Smith Barney was included in the board packet.

### REPORTS

(b) Continued

2. Facilities.

Volk reported that IDOT has approved the District's DBE Program, but none of the specifications so far.

Also, Volk reported that some concrete work at our Urbana facility shut down a bank of workbays which makes it difficult for the Maintenance Department; that there has been no movement on the platform problems with AMTRAK; that new shelters have been installed at PAR and Springfield & Busey; and that a shelter pad at Stone Creek Church has been installed on Race Street and that the church is paying for the shelter.

Finally, Volk said that the new fareboxes have been installed and received very well by the operators. However, the downside is that 4,000 plus dollar bills have to be organized and counted twice per week.

3. Personnel.

DISCUSSION/CONSIDERATION OF REVISIONS TO THE PERFORMANCE APPRAISAL FORM FOR THE MANAGING DIRECTOR

Regarding the discussion and changes to the "Performance Appraisal Form for the Managing Director" last month, Chair Uchtmann had revised the form and discussed the changes. He also proposed an alternate page 2 revision. This change moved #2 under Section B and combined it with #4 under Section C. Some discussion followed.

A motion was made by Uchtmann, seconded by Anderson, the Board of Trustees voted to adopt the revised Performance Appraisal Form with the alternate page 2 changes as proposed. (Copies of form attached to original and file minutes.)

AYE: All  
NAY: None  
Motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

(a) DISCUSSION/CONSIDERATION OF BIDS FOR THE RENOVATION OF THE DISTRICT'S CONTROL CENTER

Gnadt reported that the District received three proposals for updating and retrofitting the control center. He explained that the project creates an annex to the server room to accommodate new equipment and future growth. The proposals received were as follows:

Dodds Company	-	\$523,036.00
Roessler Construction Company	-	\$493,434.69
Petry-Kuhne Company	-	\$492,680.00

NEW BUSINESS

(a) Continued

Further, Gnadt said that staff was recommending awarding the bid to Petry-Kuhne. There was \$750,000 budgeted for this and will be funded with debt service which is eligible for State reimbursement. The remaining portion of the budget will be used to update some ancillary equipment not directly related to the server annex or the security video monitoring.

A motion was made by Anderson, seconded by Diel, the Board of Trustees voted to award the bid for "Updating and Retrofitting the Control Center" to the low bidder - Petry Kuhne in the amount of \$492,680.00.

AYE: All  
NAY: None  
Motion carried.

#### NEXT REGULAR BOARD MEETING DATE

- (a) The next regular board meeting was set for Wednesday, September 28, 2011 at 3:00 p.m. at Illinois Terminal, fourth floor.

#### ADJOURNMENT

- (a) A motion was made by Anderson, seconded by Broom, the Board of Trustees voted to adjourn the meeting at 3:50 p.m.

AYE: All  
NAY: None  
Motion carried.

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SECRETARY

APPROVED:

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CHAIR