



Monday, May 17, 2021  
Board of Directors – Chairperson Kain  
South Bend Public Transportation Corporation  
1401 S. Lafayette Blvd., South Bend, IN 46613  
4:00 PM

**Please note:** This will be a virtual meeting. Instructions for access to the meeting are provided below:

**Meeting Name:** Transpo Board of Directors

**Time & Date:** Monday, May 17, 2021 at 4:00 p.m.

**Phone Number and Access Code:**

1-866-899-4679 Call-in toll free number

1-571-317-3116 Call-in number

Access Code: 189-375-909

## **1. Opening Items**

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1.1 Roll Call – Secretary Schlunt

## **2. Minutes of Previous Meetings**

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2.1 Approval of March & April Minutes

## **3. Reports of Management & Staff**

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3.1 Operations Report – General Manager Hill

3.2 Finance Report – Controller Kubaszak

3.3 Human Resource Report – Director Davis

3.4 Maintenance Report – Director McCarthy

3.5 Marketing Report – Director Albin

3.6 Administration Report – General Manager Hill

#### **4. Introduction to Resolutions**

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4.1 RESOLUTION NO. 10-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA APPROVING THE FINANCIAL TRANSACTIONS INCURRED DURING THE MONTH OF MARCH WITHIN THE CORPORATION'S CAPITAL IMPROVEMENT FUND

4.2 RESOLUTION NO. 11-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA APPROVING THE FINANCIAL TRANSACTIONS INCURRED DURING THE PAST THIRTY-ONE (31) DAYS OF MARCH WITHIN THE CORPORATION'S PAYROLL AND TRANSPORTATION FUND

4.3 RESOLUTION NO. 12-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA, APPROVING THE TRANSFER OF BUS SHELTERS TO THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION

4.4 RESOLUTION NO. 13-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA APPROVING THE FINANCIAL TRANSACTIONS INCURRED DURING THE MONTH OF APRIL WITHIN THE CORPORATION'S CAPITAL IMPROVEMENT FUND

4.5 RESOLUTION NO. 14-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA APPROVING THE FINANCIAL TRANSACTIONS INCURRED DURING THE PAST THIRTY (30) DAYS OF APRIL WITHIN THE CORPORATION'S PAYROLL AND TRANSPORTATION FUND

4.6 RESOLUTION NO. 15-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA AUTHORIZING MANAGEMENT TO ENTER INTO A FIVE-YEAR CONTRACT FOR INSURANCE BROKERAGE SERVICES

4.7 RESOLUTION NO. 16-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA AUTHORIZING MANAGEMENT TO ENTER INTO A THREE-YEAR CONTRACT FOR MAINTENANCE UNIFORMS

4.8 RESOLUTION NO. 17-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA AUTHORIZING MANAGEMENT TO ENTER INTO A CONTRACT WITH FORUM ARCHITECTS FOR THE CAMERA SYSTEM A&E SERVICES

4.9 RESOLUTION NO. 18-2021

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH BEND PUBLIC TRANSPORTATION CORPORATION, SOUTH BEND, INDIANA AUTHORIZING MANAGEMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE MICHIANA AREA COUNCIL OF GOVERNMENTS (MACOG) FOR TRANSIT PLANNING SERVICES

**5. Any Other Motions**

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5.1 Disposal of Fixed Assets

**6. Chairperson's Report**

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6.1 Report – Chairperson Kain

**7. All Other Unfinished Business, Including New Business**

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7.1 Return to In-Person Meeting Discussion

**8. Privilege of the Floor**

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9.1 Privilege of the Floor is limited to action items listed on the agenda. Any individual who desires to address the Board regarding an agenda item during Privilege of the Floor is required to state his/her name and address for the record.

**9. Adjournment**

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9.1 Motion to Adjourn

*Any person requiring further accommodation should contact Transpo's Administrative Office, 574.232.9901.*