



**ROCKFORD MASS TRANSIT DISTRICT
BOARD OF TRUSTEES BOARD MEETING #983
Monday, September 25, 2023 at 3:30 p.m.**

*The RMTD Board of Trustees Meeting
will be Live Streamed on Zoom via the link below:

<https://us06web.zoom.us/j/86953434136?pwd=aTdOYVh3SzNzY093b3JSR1Y5Y0pXdz09>

Meeting ID: 869 5343 4136
Passcode: 474225

*Live Streaming information can also be found on RMTD's website at www.RMTD.org

AGENDA

CALL TO ORDER:

ROLL CALL:

APPROVAL OF MINUTES: Board of Trustees Meeting #981 & #982 (August 28 & September 11, 2023)

AGENDA APPROVAL:

A-COMMUNICATION

No Report

B-MATTERS BY THE PUBLIC

No Matters by the Public

C-REPORTS OF STANDING COMMITTEES

No Report

D-RECONSIDERATION OF OLD BUSINESS

No Report

E-CONSIDERATION OF NEW BUSINESS

E-1 EXECUTIVE DIRECTOR'S REPORT

a) General Update – *Verbal*

E-2 FINANCE

- a) Payment of Bills:
 - Williams & McCarthy/Services Rendered through August 23, 2023
 - Approval of Accounts Payable Invoices
- b) Approval of Unaudited Financial Statements for July, 2023
- c) Pension Portfolio Review for period ending September 19, 2023 and Pension Investment Statement for month ending August 31, 2023

E-3 OPERATIONS

- a) Fixed Route Ridership Statistics Report for August, 2023

E-4 MAINTENANCE (VEHICLE & FACILITIES)

- a) Report on Fixed Route Buses & Paratransit Vehicles for August, 2023
- b) Maintenance & Facilities Update Report as of September, 2023
- c) Facility Expansion Update

E-5 HUMAN RESOURCES

- a) RMTD Claims History for August, 2023

E-6 MARKETING

- a) Approval of Advertising Contract(s)
- b) Approval of Special Service Request(s) & Communications

E-7 GRANTS

No Report

E-8 SAFETY & TRAINING

- a) Safety & Training Update Report for the month of August, 2023

E-9 OTHER BUSINESS

- a) Approval of Insurance Renewal 2023/2024 – *Presented by Assurance Agency*
- b) Approval of Intergovernmental Agreement between RMTD and City of Rockford for RMTD Facility Expansion
- c) Approval of Tenant Lease Agreement at the East Side Transfer Center (725 N Lyford Road)
- d) Approval of Addendum to Intergovernmental Agreement between RMTD and SMTD
- e) Executive Session to discuss collective bargaining matters pursuant to 5 ILCS 120/2(c)(2); and to discuss personnel matters pursuant to 5 ILCS 120/2(c)(1) of the Illinois Open Meetings Act.

E-10 NEXT MEETING SCHEDULED:

- a) Monday, October 23, 2023

F-ORDER OF ADJOURNMENT



ROCKFORD MASS TRANSIT DISTRICT

Board of Trustees Board Meeting #981 Minutes
Monday, August 28, 2023 at 3:30 p.m.

RMTD Conference Room
520 Mulberry Street
Rockford, IL 61101

ROLL CALL:

BOARD OF TRUSTEES:

Herbert L. Johnson – Board of Trustees, Chairman
Stephen K. Ernst – Board of Trustees, Vice Chairman
David Sidney – Board of Trustees, Secretary/Treasurer (*Absent*)

STAFF:

Michael Stubbe – Executive Director
Susan Campbell – Human Resources Manager
Paula Hughes – Grants & Procurement Manager
Ron Priddy – Paratransit Operations Manager
Lawrence Tennial – Facilities Manager
Drexel McCalvin – Safety & Training Manager
Orlando Toatley – Marketing Specialist
Cedrick Ketton – Fixed Route Operations Manager
George Orth – Maintenance Manager
Ron Schoepfer – Director of Finance
Erin Jenkins – Executive Assistant & Assistant Board Secretary

GUEST(S)/PUBLIC PRESENT:

Makenzee Wilcox, *RIPC*
Joe Winkelmann, *Larson & Darby*
Ged Trias, *Larson & Darby*

CALL TO ORDER:

The Board Chairman called the meeting to order at approximately 3:30 p.m.

APPROVAL OF AGENDA:

The Board Chairman asked for and received a motion to approve the agenda for August 28, 2023. The motion was seconded by the Vice Chairman. The motion passed with a unanimous voice vote.

APPROVAL OF MINUTES:

The Minutes of the July 24, 2023 and August 1, 2023 RMTD Board of Trustees Meeting(s) were reviewed. The Board Chairman asked for and received a motion to approve the Minutes of July 24, 2023 and August 1, 2023. With no further discussion, the motion was seconded by the Vice Chairman. The motion passed with a unanimous voice vote.

A-COMMUNICATIONS:

No Report

B-MATTERS BY THE PUBLIC:

- B-1 (a) Dyanna Walker
Ms. Dyanna Walker was not present. Prior to the Board Meeting, she requested that she be removed from the Board agenda and communicated that she no longer wished to address the Board of Trustees.

C-REPORTS OF STANDING COMMITTEES:

No Report

D-RECONSIDERATION OF OLD BUSINESS:

No Report

E-CONSIDERATION OF NEW BUSINESS:

E-1 EXECUTIVE DIRECTOR

- (a) General Update
The Executive Director stated starting in August, RMTD began posting its Board Packets on RMTD's website in advance of the Board meeting. He noted beginning in September, RMTD will begin allowing the public to access Board meetings online via Zoom and a recording of the Board meeting will be posted on the RMTD website.
The Executive Director stated the IPTA Annual Fall Conference is in Bloomington mid-September and some staff will be attending for peer exchange to discuss best practices, industry news and IDOT trainings. He also noted in mid-October, APTA will be having their annual meeting and expo that staff plans to attend as well.

E-2 FINANCE

- (a) Payment of Bills:
- Williams & McCarthy/Services Rendered through July 21, 2023
- AGHL/Services Rendered through July 31, 2023
The above payment of bills was presented for the Board of Trustees' review.
- Approval of Accounts Payable Invoices
The Accounts Payable Invoices totaling \$688,292.85 were presented for the Board of Trustees' review and approval. The Board Chairman asked for and received a motion to authorize the payment of the accounts payable invoices totaling \$688,292.85. With no further discussion, the motion was seconded by the Vice Chairman. The motion passed with a unanimous voice vote.
- (b) Approval of Unaudited Financial Statements for June, 2023
The Executive Director presented the unaudited Financial Statements for June, 2023 for the Board's review. The Board Chairman asked for and received a motion to approve the unaudited financial statements for June, 2023. With no further discussion, the motion was seconded by the Vice Chairman. With no further discussion, the motion passed with a unanimous voice vote.
- (c) Pension Portfolio Review for periods through August 22, 2023 and Pension Investment Statement for month ending in July 31, 2023
The Executive Director presented the Portfolio Review Summary for periods through August 22, 2023 to the Board of Trustees for their review.
The RMTD Pension Trust Statement of Account Summary for July 31, 2023 was also presented to the Board of Trustees for their review.

E-3 OPERATIONS

- (a) Fixed Route Ridership Statistics Report for July, 2023
And Demand response Statistics Report for June & July, 2023

The Executive Director presented the Fixed Route Ridership Statistics Report for July, 2023 along with Demand Response Statistics Report for June & July, 2023.

The Executive Director stated in regards to the Clever project, the final system acceptance is approaching. Field testing of real time tools and trip planning has been completed. He noted RMTD is preparing for public rollout of trip planning real time information on the website and texting features next month.

The Executive Director noted RLS Consultants, who assisted with the RFP for demand response software, is completing an operations assessment for paratransit. The report, along with recommendations, will be shared with the Board next month. Staff has already begun working on incorporating recommendations. RMTD currently is working with RAMP for them to begin assisting RMTD with reviewing paratransit new applications/renewals for eligibility. He noted this enhancement will allow both to identify travel training opportunities for prospective transit users in the community.

E-4 MAINTENANCE - VEHICLES & FACILITIES

- (a) Report on Fixed Route Buses & Paratransit Vehicles for July, 2023

The Executive Director presented the report on fixed route buses and paratransit vans for July, 2023.

- (b) Maintenance & Facilities Projects Update Report – August, 2023

The Executive Director presented a Maintenance and Facilities update report for August 2023 to the Board of Trustees. An update was provided and a discussion ensued regarding the charging infrastructure and sprinkler updates, new facility expansion update, shelters, new parking lot and Hybrid Buses.

The Executive Director stated in regards to the facility expansion project, the City of Rockford Committee will review on 9/11/23 and full City Council will review on 9/18/23. The Executive Director stated he met with new Alderman, Jeff Bailey, to brief him on the facility expansion project.

The Executive Director stated the parking lot project at Winnebago & Jefferson is set to begin the week of September 4 and will take approximately 60 days to complete.

E-5 HUMAN RESOURCES

- (a) RMTD Claims History for June, 2023

The Executive Director presented the RMTD claims history for June, 2023 were presented to the Board of Trustees for their review.

The Executive Director stated the RMTD Employee Health & Wellness Fair will be on October 11, 2023.

E-6 MARKETING

No Report

E-7 GRANTS

No Report

E-8 SAFETY & TRAINING

(a) Safety & Training Update Report during the month of July, 2023

The Safety & Training Update Report for July, 2023 was presented to the Board for their review.

The Executive Director stated Staff reviewed coverage periods and staffing levels based on operational hours and changes to parking. Recommendations for enhancements are being implemented.

E-9 OTHER BUSINESS

(a) Update on RMTD Facility Expansion Project

The Executive Director provided an overview and visual presentation of the Facility Expansion Project. Larson & Darby was present to provide assistance and answer any questions the Board of Trustees may have in regards to the presentation.

E-10 NEXT MEETING SCHEDULE

The next RMTD Board of Trustees Meeting will be on Monday, September 25, 2023 at 3:30 p.m.

F-ORDER OF ADJOURNMENT

A motion was made and received to adjourn. The motion was seconded and passed. The Board Meeting adjourned at 4:42 p.m.

Respectfully submitted,

Erin Jenkins

Erin Jenkins
Executive Assistant and Board Meeting Secretary
Rockford Mass Transit District





ROCKFORD MASS TRANSIT DISTRICT

Board of Trustees Board Meeting #982 Minutes
Monday, September 11, 2023 at 3:30 p.m.

RMTD Conference Room
520 Mulberry Street
Rockford, IL 61101

*The RMTD Board of Trustees Meeting
will be Live Streamed on Zoom via the link below:

<https://us06web.zoom.us/j/86953434136?pwd=aTdOYVh3SzNzY093b3JSR1Y5Y0pXdz09>

Meeting ID: 869 5343 4136
Passcode: 474225

*Live Streaming information can also be found on RMTD's website at www.RMTD.org

ROLL CALL:

BOARD OF TRUSTEES:

Herbert L. Johnson – Board of Trustees, Chairman (*Absent*)
Stephen K. Ernst – Board of Trustees, Vice Chairman
David Sidney – Board of Trustees, Secretary/Treasurer

STAFF:

Michael Stubbe – Executive Director
Paula Hughes – Grants & Procurement Manager
Erin Jenkins – Executive Assistant & Assistant Board Secretary
Tak Chow – IT

GUEST(S)/PUBLIC PRESENT:

None

CALL TO ORDER:

The Board Vice Chairman called the meeting to order at approximately 3:30 p.m.

APPROVAL OF AGENDA:

The Board Vice Chairman asked for and received a motion to approve the agenda for September 11, 2023. The motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

OTHER BUSINESS

(a) Special Fire Protection Award

The Executive Director stated RM TD advertised an Invitation for Bid for the Special Fire Protection Project on August 16, 2023.

Larson and Darby had put together an estimate of between \$188,000 - \$210,000 for the Special Fire Protection Project to include new Fire Protection System Upgrade work (\$175,000 - \$186,000), miscellaneous costs such as permits, plan review fees, etc. (\$4,000 - \$8,000), and construction contingencies (\$9,000 - \$16,000).

Bids for our Special Fire Protection Project were opened September 6, 2023. All three bids came in under the estimates. The bids received were:

Absolute Fire Protection	\$120,000.00
Automatic Fire Protection	\$136,496.00
Nelson Fire Protection	\$175,745.00

For this project, RM TD will be utilizing Illinois Department of Transportation (IDOT) Capital funds and no local funds will be needed. The award of this project is contingent on IDOT's pre-award concurrence.

Staff is requesting that the RM TD Board of Trustees approve the award of the Special Fire Protection Project to the lowest bidder, Absolute Fire Protection, for the amount of \$120,000.00. The Board Secretary/Treasurer asked for and received a motion to approve the award of the Special Fire Protection Project to the lowest bidder, Absolute Fire Protection, for the amount of \$120,000. With no further discussion, the motion was seconded by the Vice Chairman. With no further discussion, the motion passed with a unanimous voice vote.

(b) Executive Session to discuss to discuss personnel matters pursuant to 5 ILCS 120/2(c)(1) of the Illinois Open Meetings Act

The Executive Director stated there is nothing to discuss in Executive Session at this time.

NEXT MEETING SCHEDULE

The next RM TD Board of Trustees Meeting will be on Monday, September 25, 2023 at 3:30 p.m.

F-ORDER OF ADJOURNMENT

A motion was made and received to adjourn. The motion was seconded and passed. The Board Meeting adjourned at 3:33 p.m.

Respectfully submitted,

Erin Jenkins

Erin Jenkins
Executive Assistant and Board Meeting Secretary
Rockford Mass Transit District



ROCKFORD MASS TRANSIT DISTRICT (RMTD) PROFESSIONAL FEES - ATTORNEY FEES

E-2 (A) #983

August 29, 2023

Williams & McCarthy invoice(s): \$ 4,640.06

Invoices for professional services rendered through August 23, 2023 in connection with general employment matters.

	Previous Fiscal Year	Current Month's Bill	Current Fiscal Year
General Litigation & Corporate			
July Services	2,092.00		610.50
August Services		276.00	276.00
September Services	697.00		
October Services	1,309.00		
November Services			
December Services	3,625.00		
January Services	230.00		
February Services	977.50		
March Services	297.50		
April Services	369.00		
May Services	1,581.50		
June Services			
Total	11,178.50	276.00	886.50
Negotiations			
Other	59,598.50	4,364.06	4,364.06
Total	70,777.00	4,640.06	5,250.56

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874



WilliamsMcCarthy_{LLP}

INVOICE # **DATE**
528142 08/29/2023

CLIENT **MATTER** **ATTY**
R56750 00121 JJH

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61103

Re: 11-0227 General Corporate

For Professional Services Rendered Through AUGUST 23, 2023

<u>DATE</u>	<u>ATTY</u>	<u>DESCRIPTION</u>	<u>HOURS</u>
8/22/23	JJH	Begin preparation of response to audit letter.	1.20
		TOTAL HOURS	1.20
		PROFESSIONAL SERVICES	\$ 276.00

SUMMARY OF PROFESSIONAL SERVICES

<u>ATTORNEY</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
J. J. Holevas	1.20	230.00	276.00
	1.20		\$ 276.00

PROFESSIONAL SERVICES	\$ 276.00
COSTS	\$.00
INVOICE TOTAL	\$ 276.00

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874

Approved
09/05/23



WilliamsMcCarthy_{LLP}

INVOICE # 528153
DATE 08/29/2023
CLIENT R56750
MATTER 00281
ATTY JJH

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61103

Re: 23-376 Anthony Hawkins

For Professional Services Rendered Through AUGUST 23, 2023

<u>DATE</u>	<u>ATTY</u>	<u>DESCRIPTION</u>	<u>HOURS</u>
7/27/23	JJH	Reviewed file in preparation for upcoming plenary hearing order; prepared memo to Patti Hall re same; prepared letter to Mr. Drex McCalvin; reviewed status of criminal file.	1.40
8/08/23	JJH	Reviewed file in reference to extended orders of protection; prepared email transmission to Mr. Drex McCalvin re same.	.40
8/09/23	JJH	Reviewed status of entry of workplace restraining order and not stalking order; brief conference with Atty. Hall re same; telephone conference with Mr. Drex McCalvin; prepared email communication to Mr. McCalvin forwarding copies of orders.	1.60
8/04/23	PLH	Appear for order of protection hearing against Anthony Hawkins and prepare plenary orders for the order of protection and workplace violence act.	4.00
TOTAL HOURS			7.40
PROFESSIONAL SERVICES			\$ 1,482.00

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874



WilliamsMcCarthy^{LLP}

INVOICE # 528153	DATE 08/29/2023
CLIENT R56750	MATTER 00281
	ATTY JJH

SUMMARY OF PROFESSIONAL SERVICES

<u>ATTORNEY</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
Hall, Patricia L.	4.00	175.00	700.00
J. J. Holevas	3.40	230.00	782.00
	7.40		\$ 1,482.00

<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
8/04/23	Filing Fees, Workplace Protection Restraining Order;	1.03
8/04/23	Filing Fees, Stalking No Contact Order	1.03
	TOTAL COSTS	\$ 2.06

PROFESSIONAL SERVICES	\$ 1,482.00
COSTS	\$ 2.06
INVOICE TOTAL	\$ 1,484.06

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874

James
09/05/23

WilliamsMcCarthy^{LLP}

JJH
9/5

INVOICE # 528151 DATE 08/29/2023
CLIENT R56750 MATTER 00279 ATTY JJH

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61103

Re: 23-325 Deanna Sanchez (10/25/2022)

For Professional Services Rendered Through AUGUST 23, 2023

<u>DATE</u>	<u>ATTY</u>	<u>DESCRIPTION</u>	<u>HOURS</u>
7/27/23	JJH	Received and reviewed email transmission from opposing counsel regarding information and description of driver; brief telephone conference with Zac Cook; prepared email to Drex McCalvin forwarding same to identify RMTD driver involved in occurrence.	.50
8/10/23	JJH	Received and reviewed email from Atty. Zac Cook re identity of driver and action plan moving forward and telephone conference with Drex McCalvin re same, had follow up email to Atty. Cook on driver identity.	.60
TOTAL HOURS			1.10
PROFESSIONAL SERVICES			\$ 253.00

SUMMARY OF PROFESSIONAL SERVICES

<u>ATTORNEY</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
J. J. Holevas	1.10	230.00	253.00
	1.10		\$ 253.00

PROFESSIONAL SERVICES

\$ 253.00

Page 1

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874



WilliamsMcCarthy^{LLP}

INVOICE #	DATE
528151	08/29/2023
CLIENT	MATTER ATTY
R56750	00279 JJH

COSTS	\$.00
-------	--------

INVOICE TOTAL	\$ 253.00
---------------	-----------

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874

Approved
D 09/05/23



WilliamsMcCarthyLLP

INVOICE # 528156 **DATE** 08/29/2023
CLIENT R56750 **MATTER** 00284 **ATTY** JJH

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61103

Re: 23-540 Intergovernmental Agreement -
City of Rockford

For Professional Services Rendered Through AUGUST 23, 2023

<u>DATE</u>	<u>ATTY</u>	<u>DESCRIPTION</u>	<u>HOURS</u>
7/21/23	CAE	Received and reviewed correspondence from Mike Stubbe regarding comments from IDOT; review draft Intergovernmental Agreement and comments from last conference call with Todd Cagnoni of City of Rockford and needed revisions.	.70
7/24/23	CAE	Telephone conference with Mike Stubbe; telephone conference with Ryan Swanson; telephone conference with Mike Stubbe and Todd Cagnoni; draft revisions to Intergovernmental Agreement.	2.50
7/26/23	CAE	Revise Intergovernmental Agreement; correspondence to Mike Stubbe regarding revised IGA; correspondence to Ryan Swanson subdivision and vacation plat; received and reviewed correspondence from Ryan Swanson; correspondence to Ryan Swanson.	3.30
7/27/23	CAE	Received and reviewed correspondence from Mike Stubbe and additional edits to IGA; correspondence to Mike Stubbe; correspondence to Nick Meyer and Todd Cagnoni regarding revised IGA.	.60
TOTAL HOURS			7.10
PROFESSIONAL SERVICES			\$ 2,627.00

120 West State Street
P.O. Box 219
Rockford, IL 61105-0219

Telephone: 815 987-8900
Fax: 815 968-0019
www.wilmac.com
Federal Tax I.D.# 20-5568874



WilliamsMcCarthy_{LLP}

INVOICE # **DATE**
528156 08/29/2023

CLIENT **MATTER** **ATTY**
R56750 00284 JJH

SUMMARY OF PROFESSIONAL SERVICES

<u>ATTORNEY</u>	<u>HOURS</u>	<u>RATE</u>	<u>AMOUNT</u>
C. A. Ecklund	7.10	370.00	2,627.00
	7.10		\$ 2,627.00

PROFESSIONAL SERVICES	\$ 2,627.00
COSTS	\$.00

INVOICE TOTAL	\$ 2,627.00
---------------	-------------



Invoices to be Approved by the Board

September 25, 2023

E-2(A) #983

Total invoices to be approved: \$ 5,657,524.04

Vendor	Reason	Invoice Number	Invoice Total
Boone County Council On Aging	Boone County Trips	IUAug23	\$60,182.60
City of Rockford	Gasoline	403175	\$31,263.70
Conserv FS, Inc.	Diesel	46000443	\$19,672.94
Conserv FS, Inc.	Diesel	46000452	\$19,692.62
Conserv FS, Inc.	Diesel	46000463	\$19,687.19
Conserv FS, Inc.	Diesel	46000471	\$19,692.62
Conserv FS, Inc.	Diesel	46000484	\$19,692.62
Gillig	Hybrid Bus	73503	\$890,142.00
Gillig	Hybrid Bus	73505	\$890,142.00
Gillig	Hybrid Bus	73506	\$890,142.00
Gillig	Hybrid Bus	73507	\$890,142.00
Gillig	Hybrid Bus	73508	\$890,142.00
Gillig	Hybrid Bus	73509	\$890,142.00
Metro Enforcement	Security DTTC	57700	\$31,907.75
Raynor Door Authority	Overhead Door Repair	88818	\$11,240.00
Clever Devices	CAD AVL Change Order	PI00014175	\$41,640.00
<i>Estimates</i>			
Professional Benefit Administrators	September Health Ins.		\$42,000.00

Pre-Approved by Board Secretary

Total: \$5,657,524.04

Rockford Mass Transit District Budget Variance Report

E-2 (B) #983

From Fiscal Year: 2024		From Period 1		Division: ** Consolidated Report		As of: 8/30/2023		
Thru Fiscal Year: 2024		Thru Period 1						
Jul-2023	Budget	Variance	Var/Bgt Var %		Jul-2023	Budget	Variance	Var/Bgt Var %
400.00.00 REVENUE								
401.00.00 Operating Revenue								
27,707.99	26,170.83	1,537.16	5.87%	401.01.00 Full Fare Adults	27,707.99	26,170.83	1,537.16	5.87%
35,593.50	38,267.25	-2,673.75	-6.99%	401.01.05 Demand Response Fares	35,593.50	38,267.25	-2,673.75	-6.99%
1,236.00	2,523.00	-1,287.00	-51.01%	401.01.10 Machesney Park Demand Response Fares	1,236.00	2,523.00	-1,287.00	-51.01%
1,467.00	2,944.00	-1,477.00	-50.17%	401.01.15 Loves Park Demand Response Fares	1,467.00	2,944.00	-1,477.00	-50.17%
1,182.85	1,000.00	182.85	18.29%	401.01.20 Full Adult Fares - Night	1,182.85	1,000.00	182.85	18.29%
1,737.00	2,179.50	-442.50	-20.30%	401.01.25 SMTD Fares	1,737.00	2,179.50	-442.50	-20.30%
1,864.15	1,252.00	612.15	48.89%	401.01.26 BCCA Revenue	1,864.15	1,252.00	612.15	48.89%
487.41	595.83	-108.42	-18.20%	401.01.30 Machesney Park Service Farebox	487.41	595.83	-108.42	-18.20%
114.25	108.33	5.92	5.46%	401.01.35 Cherry Valley Service Farebox	114.25	108.33	5.92	5.46%
32.00	0.00	32.00	100.00%	401.01.40 Cherry Valley Demand Response Fares	32.00	0.00	32.00	100.00%
1,243.44	1,354.17	-110.73	-8.18%	401.01.45 Loves Park Revenue	1,243.44	1,354.17	-110.73	-8.18%
162.00	0.00	162.00	100.00%	401.02.00 University Pass	162.00	0.00	162.00	100.00%
22.50	0.00	22.50	100.00%	401.03.00 Student Fares	22.50	0.00	22.50	100.00%
382.50	100.00	282.50	282.50%	401.05.00 Disable Riders Fares	382.50	100.00	282.50	282.50%
2,960.00	4,791.67	-1,831.67	-38.23%	401.99.00 Seven Day Passes	2,960.00	4,791.67	-1,831.67	-38.23%
6,490.00	6,250.00	240.00	3.84%	401.99.10 30 Day Passes	6,490.00	6,250.00	240.00	3.84%
13,108.50	6,250.00	6,858.50	109.74%	401.99.20 Other - Full Fare Tickets	13,108.50	6,250.00	6,858.50	109.74%
0.00	0.00	0.00	0.00%	401.99.25 Other Demand Response Tickets	0.00	0.00	0.00	0.00%
-2,363.25	41.67	-2,404.92	< -999.99%	401.99.30 Other - Half Fare Tickets	-2,363.25	41.67	-2,404.92	< -999.99%
5,811.00	4,416.67	1,394.33	31.57%	401.99.35 Full Fare All Day Passes	5,811.00	4,416.67	1,394.33	31.57%
115.50	566.67	-451.17	-79.62%	401.99.40 Half Fare All Day Passes	115.50	566.67	-451.17	-79.62%
0.00	0.00	0.00	0.00%	402.00.04 Special Transit Fares/Public Aid	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	402.00.06 Farebox Revenue/Trolley	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	402.06.02 Special Transit Fares	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	405.01.00 Charter Service Bus	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	405.01.01 Charter Service Trolley	0.00	0.00	0.00	0.00%
99,354.34	98,811.59	542.75	0.55%	405.99.99 Total Operating Revenue	99,354.34	98,811.59	542.75	0.55%
406.00.00 Non-Operating Revenue								
8,984.00	7,500.00	1,484.00	19.79%	406.03.00 Advertising Services Income	8,984.00	7,500.00	1,484.00	19.79%
0.00	833.33	-833.33	-100.00%	406.03.05 Advertising Services Income Demand Res	0.00	833.33	-833.33	-100.00%
0.00	0.00	0.00	0.00%	407.01.00 Sale of Maintenance Service	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	407.01.40 Sale of Maintenance Service	0.00	0.00	0.00	0.00%
687.91	316.67	371.24	117.23%	407.03.00 Rental Buildings/Other Property	687.91	316.67	371.24	117.23%

Rockford Mass Transit District

Budget Variance Report

From Fiscal Year: 2024
Thru Fiscal Year: 2024

From Period 1
Thru Period 1

Division: ** Consolidated Report

As of: 8/30/2023

Jul-2023	Budget	Variance	Var/Bgt Var %		Jul-2023	Budget	Variance	Var/Bgt Var %
12,485.54	10,500.00	1,985.54	18.91%	407.04.00 Investment Income	12,485.54	10,500.00	1,985.54	18.91%
0.00	0.00	0.00	0.00%	407.05.00 Parking Lot Revenue	0.00	0.00	0.00	0.00%
-85.65	0.00	-85.65	-100.00%	407.99.00 Other Non-Transportation Rev - GH & VG	-85.65	0.00	-85.65	-100.00%
26,799.56	1,500.00	25,299.56	> 999.99%	407.99.05 Other Non-Transportation Revenue - Fixed	26,799.56	1,500.00	25,299.56	> 999.99%
2,819.12	2,580.33	238.79	9.25%	407.99.06 Other Non-Transportation Revenue - Dema	2,819.12	2,580.33	238.79	9.25%
129,000.00	129,000.00	0.00	0.00%	409.01.00 Local Operating Assistance	129,000.00	129,000.00	0.00	0.00%
15,666.00	15,665.33	0.67	0.00%	409.01.05 Operating Assistance - Other FR Machesn	15,666.00	15,665.33	0.67	0.00%
7,536.00	7,535.83	0.17	0.00%	409.01.06 Operating Assistance - Other DR Machesn	7,536.00	7,535.83	0.17	0.00%
30,767.00	30,766.83	0.17	0.00%	409.02.05 Operating Assistance - Other FR Loves Pa	30,767.00	30,766.83	0.17	0.00%
7,096.00	7,095.25	0.75	0.01%	409.02.06 Operating Assistance - Other DR Loves Pa	7,096.00	7,095.25	0.75	0.01%
4,056.25	0.00	4,056.25	100.00%	409.03.05 Operating Assistance - Other FR Boone Co	4,056.25	0.00	4,056.25	100.00%
17,869.65	16,810.33	1,059.32	6.30%	409.03.06 Operating Assistance - Other DR Boone C	17,869.65	16,810.33	1,059.32	6.30%
0.00	4,056.25	-4,056.25	-100.00%	409.04.05 Operating Assistance - Other FR Belvidere	0.00	4,056.25	-4,056.25	-100.00%
0.00	0.00	0.00	0.00%	409.04.06 Operating Assistance - Other DR Belvidere	0.00	0.00	0.00	0.00%
98,478.32	141,509.33	-43,031.01	-30.41%	409.05.05 Operating Assistance - Other SMTD	98,478.32	141,509.33	-43,031.01	-30.41%
0.00	0.00	0.00	0.00%	409.99.00 Other Local Financial Assistance	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	409.99.05 Other Local Fin/Assit	0.00	0.00	0.00	0.00%
1,119,379.94	1,198,876.42	-79,496.48	-6.63%	411.01.00 IDOT Operating Assistance	1,119,379.94	1,198,876.42	-79,496.48	-6.63%
36,648.50	33,544.42	3,104.08	9.25%	411.01.01 IDOT Operating Assistance Boone County	36,648.50	33,544.42	3,104.08	9.25%
0.00	0.00	0.00	0.00%	411.01.05 IDOT Operating Assistance Belvedere	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	411.04.00 State Cash Grant & Reimbursement Speci	0.00	0.00	0.00	0.00%
264,855.39	336,649.83	-71,794.44	-21.33%	413.01.00 FTA Operating Assistance	264,855.39	336,649.83	-71,794.44	-21.33%
0.00	0.00	0.00	0.00%	413.99.00 Other Assistance - Federal - Preventative	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	413.99.01 Other Assistance - Federal-JARC New Fre	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	413.99.05 Other Assistance - Federal - ADA	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	430.01.00 Contributed Services	0.00	0.00	0.00	0.00%
1,783,043.53	1,944,740.15	-161,696.62	-8.31%	430.99.99 Total Non-Operating Revenue	1,783,043.53	1,944,740.15	-161,696.62	-8.31%
1,882,397.87	2,043,551.74	-161,153.87	-7.89%	440.99.99 Total Revenues	1,882,397.87	2,043,551.74	-161,153.87	-7.89%
				500.00.0 Salaries & Wages				
287,177.53	326,300.00	-39,122.47	-11.99%	501.01.1 Operators Salaries and Wages	287,177.53	326,300.00	-39,122.47	-11.99%
106,540.91	110,775.00	-4,234.09	-3.82%	501.01.2 Operators Overtime	106,540.91	110,775.00	-4,234.09	-3.82%
266,202.92	304,124.99	-37,922.07	-12.47%	501.02.1 Salaries and Wages	266,202.92	304,124.99	-37,922.07	-12.47%
24,109.73	14,741.68	9,368.05	63.55%	501.02.2 Overtime	24,109.73	14,741.68	9,368.05	63.55%
684,031.09	755,941.67	-71,910.58	-9.51%	501.99.9 Total Salaries & Wages	684,031.09	755,941.67	-71,910.58	-9.51%

502.00.0 Fringe Benefits

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024
Thru Fiscal Year: 2024

From Period 1
Thru Period 1

Division: ** Consolidated Report

As of: 8/30/2023

Jul-2023	Budget	Variance	Var/Bgt Var %		Jul-2023	Budget	Variance	Var/Bgt Var %
51,594.41	66,266.66	-14,672.25	-22.14%	502.01.0 FICA	51,594.41	66,266.66	-14,672.25	-22.14%
132,931.47	145,833.33	-12,901.86	-8.85%	502.02.1 Pension Plan	132,931.47	145,833.33	-12,901.86	-8.85%
2,357.52	3,062.50	-704.98	-23.02%	502.02.2 Long Term Disability	2,357.52	3,062.50	-704.98	-23.02%
241,667.00	241,666.67	0.33	0.00%	502.03.0 Hospital/Medical Plan	241,667.00	241,666.67	0.33	0.00%
875.00	875.00	0.00	0.00%	502.03.1 Vision Plans	875.00	875.00	0.00	0.00%
6.60	289.17	-282.57	-97.72%	502.03.2 Employee Assistance Program	6.60	289.17	-282.57	-97.72%
6,125.00	6,125.01	-0.01	0.00%	502.04.0 Dental Plans	6,125.00	6,125.01	-0.01	0.00%
1,686.86	2,100.00	-413.14	-19.67%	502.05.0 Life Insurance Plans	1,686.86	2,100.00	-413.14	-19.67%
1,920.00	3,083.33	-1,163.33	-37.73%	502.06.0 Short-Term Disability Plans	1,920.00	3,083.33	-1,163.33	-37.73%
873.94	3,871.69	-2,997.75	-77.43%	502.07.0 Unemployment Insurance	873.94	3,871.69	-2,997.75	-77.43%
68,279.00	68,278.59	0.41	0.00%	502.08.0 Workers' Compensation Insurance	68,279.00	68,278.59	0.41	0.00%
13,361.24	20,908.34	-7,547.10	-36.10%	502.09.0 Sick Leave	13,361.24	20,908.34	-7,547.10	-36.10%
39,060.85	35,908.31	3,152.54	8.78%	502.10.0 Holidays	39,060.85	35,908.31	3,152.54	8.78%
42,817.71	44,408.34	-1,590.63	-3.58%	502.11.0 Vacation	42,817.71	44,408.34	-1,590.63	-3.58%
1,984.42	10,208.34	-8,223.92	-80.56%	502.12.0 Other Wages	1,984.42	10,208.34	-8,223.92	-80.56%
0.00	0.00	0.00	0.00%	502.12.2 Other Paid Absence - ADA Training	0.00	0.00	0.00	0.00%
5,330.13	4,375.01	955.12	21.83%	502.13.0 Uniform Allowance	5,330.13	4,375.01	955.12	21.83%
1,007.91	4,612.50	-3,604.59	-78.15%	502.14.0 Other Fringe Benefits	1,007.91	4,612.50	-3,604.59	-78.15%
2,211.00	2,211.00	0.00	0.00%	502.14.1 Other Fringe Benefits - Parking	2,211.00	2,211.00	0.00	0.00%
614,090.06	664,083.79	-49,993.73	-7.53%	502.99.9 Fringe Benefits	614,090.06	664,083.79	-49,993.73	-7.53%
				503.00.0 Services				
0.00	0.00	0.00	0.00%	503.01.1 Management Service Fee	0.00	0.00	0.00	0.00%
27,415.00	8,333.33	19,081.67	228.98%	503.02.0 Advertising Fees	27,415.00	8,333.33	19,081.67	228.98%
38,474.17	40,000.00	-1,525.83	-3.81%	503.03.0 Professional Services	38,474.17	40,000.00	-1,525.83	-3.81%
562.00	741.67	-179.67	-24.23%	503.03.1 Professional Services - Drug Testing	562.00	741.67	-179.67	-24.23%
736.00	2,041.67	-1,305.67	-63.95%	503.03.2 Professional Services - DOT Physicals	736.00	2,041.67	-1,305.67	-63.95%
0.00	8,333.33	-8,333.33	-100.00%	503.04.0 Temporary Help	0.00	8,333.33	-8,333.33	-100.00%
33,101.66	29,750.00	3,351.66	11.27%	503.05.0 Repair/Maintenance	33,101.66	29,750.00	3,351.66	11.27%
4,702.04	10,833.33	-6,131.29	-56.60%	503.06.0 Custodial Services	4,702.04	10,833.33	-6,131.29	-56.60%
34,642.59	33,333.33	1,309.26	3.93%	503.07.0 Security Services	34,642.59	33,333.33	1,309.26	3.93%
0.00	0.00	0.00	0.00%	503.08.0 Technical Study Service	0.00	0.00	0.00	0.00%
1,500.00	1,500.00	0.00	0.00%	503.99.0 Other Services	1,500.00	1,500.00	0.00	0.00%
141,133.46	134,866.66	6,266.80	4.65%	503.99.9 Total Services	141,133.46	134,866.66	6,266.80	4.65%
				504.00.0 Materials & Supplies				
106,823.50	105,017.50	1,806.00	1.72%	504.01.0 Fuel	106,823.50	105,017.50	1,806.00	1.72%
9,431.50	10,833.34	-1,401.84	-12.94%	504.01.1 Lubricants & Oils	9,431.50	10,833.34	-1,401.84	-12.94%

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024
Thru Fiscal Year: 2024

From Period 1
Thru Period 1

Division: ** Consolidated Report

As of: 8/30/2023

Jul-2023	Budget	Variance	Var/Bgt Var %		Jul-2023	Budget	Variance	Var/Bgt Var %
10,185.34	9,166.67	1,018.67	11.11%	504.02.0 Tires and Tubes	10,185.34	9,166.67	1,018.67	11.11%
30,823.04	49,166.66	-18,343.62	-37.31%	504.99.0 Other Materials/Supplies	30,823.04	49,166.66	-18,343.62	-37.31%
1,924.86	833.33	1,091.53	130.98%	504.99.1 Other Materials/Supplies - ADA	1,924.86	833.33	1,091.53	130.98%
-1,998.33	5,000.00	-6,998.33	-139.97%	504.99.2 Accident Repair Revenue Vehicles	-1,998.33	5,000.00	-6,998.33	-139.97%
64,771.91	53,333.34	11,438.57	21.45%	504.99.3 Bus Parts	64,771.91	53,333.34	11,438.57	21.45%
221,961.82	233,350.84	-11,389.02	-4.88%	504.99.9 Total Materials & Supplies	221,961.82	233,350.84	-11,389.02	-4.88%
				505.00.0 Utilities				
28,916.14	40,962.09	-12,045.95	-29.41%	505.02.0 Utilities	28,916.14	40,962.09	-12,045.95	-29.41%
28,916.14	40,962.09	-12,045.95	-29.41%	505.99.9 Total Utilities	28,916.14	40,962.09	-12,045.95	-29.41%
				506.00.0 Casualty & Liability				
46,838.51	49,191.41	-2,352.90	-4.78%	506.01.0 Premiums - Physical Damanger Insurance	46,838.51	49,191.41	-2,352.90	-4.78%
0.00	0.00	0.00	0.00%	506.02.0 Recoveries of Physical Damage Losses	0.00	0.00	0.00	0.00%
15,381.22	17,895.59	-2,514.37	-14.05%	506.03.0 Premiums - Public Liability Insurance	15,381.22	17,895.59	-2,514.37	-14.05%
22,917.00	22,916.66	0.34	0.00%	506.05.0 Provision for Unisured Public Liability	22,917.00	22,916.66	0.34	0.00%
3,606.66	3,788.50	-181.84	-4.80%	506.08.0 Premiums for Other Corporate Insurance	3,606.66	3,788.50	-181.84	-4.80%
88,743.39	93,792.16	-5,048.77	-5.38%	506.99.9 Total Casualty & Liability	88,743.39	93,792.16	-5,048.77	-5.38%
				507.00.0 Taxes/Vehicle Registration				
0.00	412.50	-412.50	-100.00%	507.04.0 Vehicle Licensing and Registration Fees	0.00	412.50	-412.50	-100.00%
345.50	500.00	-154.50	-30.90%	507.05.0 Fuel and Lubricant Taxes	345.50	500.00	-154.50	-30.90%
0.00	0.00	0.00	0.00%	507.99.0 Other Taxes	0.00	0.00	0.00	0.00%
345.50	912.50	-567.00	-62.14%	507.99.9 Total Taxes/Vehicle Registration	345.50	912.50	-567.00	-62.14%
				508.00.0 Purchased Transportation				
56,382.30	51,606.75	4,775.55	9.25%	508.01.0 Purchased Transportation	56,382.30	51,606.75	4,775.55	9.25%
56,382.30	51,606.75	4,775.55	9.25%	508.99.9 Total Purchased Transportation	56,382.30	51,606.75	4,775.55	9.25%
				509.00.0 Miscellaneous Expenses				
5,814.85	5,416.67	398.18	7.35%	509.01.0 Dues and Subscriptions	5,814.85	5,416.67	398.18	7.35%
2,730.21	5,166.67	-2,436.46	-47.16%	509.02.0 Travel and Meetings	2,730.21	5,166.67	-2,436.46	-47.16%
0.00	0.00	0.00	0.00%	509.04.0 Entertainment Expenses	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	509.06.0 Fines and Penalties	0.00	0.00	0.00	0.00%
0.00	0.00	0.00	0.00%	509.07.0 Bad Debt Expense	0.00	0.00	0.00	0.00%
0.00	14,583.33	-14,583.33	-100.00%	509.08.0 Advertising/Promotion Media	0.00	14,583.33	-14,583.33	-100.00%
7,194.95	8,750.00	-1,555.05	-17.77%	509.99.0 Other Miscellaneous Expenses	7,194.95	8,750.00	-1,555.05	-17.77%
1,737.18	2,250.00	-512.82	-22.79%	509.99.1 Postage and Freight	1,737.18	2,250.00	-512.82	-22.79%

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024 Thru Fiscal Year: 2024		From Period 1 Thru Period 1		Division: ** Consolidated Report				As of: 8/30/2023	
Jul-2023	Budget	Variance	Var/Bgt Var %		Jul-2023	Budget	Variance	Var/Bgt Var %	
614.92	1,666.67	-1,051.75	-63.10%	509.99.2 Employee Appreciation	614.92	1,666.67	-1,051.75	-63.10%	
18,092.11	37,833.34	-19,741.23	-52.18%	509.99.9 Total Miscellaneous Expenses	18,092.11	37,833.34	-19,741.23	-52.18%	
				511.00.0 Interest Expense					
0.00	0.00	0.00	0.00%	511.02.0 Short Term Interest Expense	0.00	0.00	0.00	0.00%	
0.00	0.00	0.00	0.00%	511.99.9 Total Interest Expense	0.00	0.00	0.00	0.00%	
				512.00.0 Leases & Rentals					
0.00	1,500.00	-1,500.00	-100.00%	512.02.0 Lease & Rental Passenger Stations	0.00	1,500.00	-1,500.00	-100.00%	
0.00	0.00	0.00	0.00%	512.05.0 Lease - Service Vehicles	0.00	0.00	0.00	0.00%	
0.00	0.00	0.00	0.00%	512.12.0 Lease and Rental Equipment	0.00	0.00	0.00	0.00%	
0.00	1,500.00	-1,500.00	-100.00%	512.99.9 Total Leases & Rentals	0.00	1,500.00	-1,500.00	-100.00%	
				513.00.0 Depreciation					
0.00	0.00	0.00	0.00%	513.00.1 Depreciation Expense	0.00	0.00	0.00	0.00%	
0.00	0.00	0.00	0.00%	513.99.9 Total Depreciation Expense	0.00	0.00	0.00	0.00%	
				517.00.0 Debt Service					
7,961.00	7,960.58	0.42	0.01%	517.01.0 Line Of Credit - Interest	7,961.00	7,960.58	0.42	0.01%	
20,741.00	20,741.42	-0.42	0.00%	517.02.0 Line Of Credit - Principal Payments	20,741.00	20,741.42	-0.42	0.00%	
28,702.00	28,702.00	0.00	0.00%	517.99.9 Total Debt Service	28,702.00	28,702.00	0.00	0.00%	
1,882,397.87	2,043,551.80	-161,153.93	-7.89%	520.99.9 Total Expenses	1,882,397.87	2,043,551.80	-161,153.93	-7.89%	
0.00	-0.06	0.06	-100.00%	999.99.999 Surplus / Deficit	0.00	-0.06	0.06	-100.00%	

RMTD BOD Meeting 09/25/2023 – Pension comments

Included in this month's board report, please find updated performance results through September 19th, 2023. For the fiscal year we are negative .40% and positive 7.6% in the calendar year. For comparison, the year-to-date calendar year benchmark return for the same asset allocation through September 19th, 2023, is positive 7.7%. The current asset allocation has equities at 53.8%, alternatives at 4.9%, bonds at 36.6% and cash at 4.7%.

As we anticipated, not much has happened in a month. Yesterday the Federal Reserve board left interest rates unchanged. They indicated that one more interest rate increase is possible before the end of 2023. They also confirmed their target for 2024, which alludes to at least a .5% reduction in interest rates. What does all this mean, "Soft Landing"? The goal is to stop the rise of inflation, while not forcing the U.S. economy into a deep recession. It's a difficult dance move and we suspect it is hard to execute. We shall see. The message overall is that interest rates will remain in the 5% range longer than a year, maybe two. In the meantime, the U.S. Economy continues to steam ahead with little signs of waning.

The Pension portfolio is performing well in 2023. The three changes earlier in the year to the Alternatives, Bond and Large Cap categories all have added return to the portfolio. The cash fund we are using to fund pension obligations is earning 5.2%. We are not looking at any manager changes or allocation changes currently. We have good downside protection with over 40% of the portfolio invested in bonds and cash should the markets correct. And if the economy continues to chug ahead, we are well diversified across equities to capture upside gain.

We look forward to seeing each other soon at the BOD meeting. If the BOD or staff have questions regarding our report, please let us know. Email me, Jeff DiBenedetto at jeff@trustdnb.com or call 815.654.8850/815.988.5065.



Portfolio Review

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61101

September 19, 2023



DIBENEDETTO & ASSOCIATES LTD

Portfolio Overview



DIBENDETTO & ASSOCIATES LTD

Rockford Mass Transit District

Period Ending: 9/19/2023
Portfolio Inception Date: 9/30/2008

Components Of Change

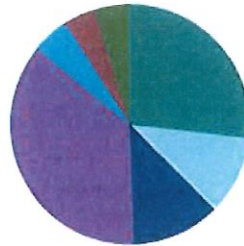
	Current Quarter	Year to Date
BEGINNING VALUE	27,331,983.38	25,285,537.19
Contributions	825,000.00	1,650,038.86
Withdrawals	(280,000.00)	(1,078,450.00)
Unrealized Gain	(153,697.81)	1,608,291.91
Realized Gain	0.00	50,786.04
Income and Expenses	43,550.96	250,632.53
ENDING VALUE	27,766,836.53	27,766,836.53
INVESTMENT GAIN	(110,146.85)	1,909,710.48

Portfolio Returns

	Current Quarter	Year to Date
Your Portfolio	(0.4%)	7.6%

All returns are TWR, net of fees. Returns for greater than 1 year are annualized.

Asset Allocation



Category	Current Percentage	Current Value
Large Cap	26.9%	\$7,475,794.03
Small Cap	10.8%	\$2,994,992.79
International	11.8%	\$3,288,508.50
Bonds	36.6%	\$10,158,909.51
Alternatives	4.9%	\$1,361,014.97
Unconstrained	4.3%	\$1,190,945.75
Cash and Money Funds	4.7%	\$1,296,670.98
Total Portfolio Value	100.0%	\$27,766,836.53

This data is gathered from what is believed to be reliable sources. Please refer to your custodian brokerage statement to confirm the material presented.

Portfolio Performance Summary

Rockford Mass Transit District Acct #: .
 Stephen Ernst, D Sidney, & Herbert Johnson Trustees
 520 Mulberry Street
 Rockford, IL 61101

06/30/2023 - 09/19/2023

Beginning Value		27,331,983.38
Contributions	825,000.00	
Withdrawals	(280,000.00)	
Net Contributions		545,000.00
Unrealized Gain (Loss)	(153,697.81)	
Realized Gain (Loss)	0.00	
Capital Appreciation		(153,697.81)
Dividend Income	66,646.92	
Interest Income	136.04	
Income		66,782.96
Management Fees	(23,232.00)	
Other Expenses	0.00	
Total Expenses		(23,232.00)
Ending Value		27,766,836.53
Investment Gain		(110,146.85)

06/30/2023 - 09/19/2023

Actual

Time Weighted Return (net)	(0.40)
----------------------------	--------

All returns net of fees

This data is gathered from what is believed to be reliable sources, but we cannot guarantee it's accuracy. Please use your brokerage statements to confirm the accuracy of the information presented.

Need help reading this statement?
Visit www.schwab.com/CompactStatement for more information.



DIBENEDETTO & ASSOCIATES LTD

Your Independent* Investment Advisor

DIBENEDETTO & ASSOCIATES LTD
4920 FOREST HILLS RD
LOVES PARK IL 61111-5936

(815)654-8850

While this report is provided by Schwab, except as noted, your Investment Manager and/or advisor is independently owned and operated and is not an affiliate of Schwab. For questions about this document or to update your financial situation, please contact your Investment Manager and/or Advisor.

Account Of

S ERNST & H JOHNSON & D SIDNEY
ROCKFORD MASS TRANSIT DISTRICT
U/A DTD 07/01/1976
520 MULBERRY ST
ROCKFORD IL 61101-1016

Mail To

AB 01 002624 66345 H 9 A
ROCKFORD MASS TRANSIT DISTRICT EMPLOYEE RETIR
520 MULBERRY ST
ROCKFORD, IL 61101-1016



Account Value Summary

Cash, Bank Sweep, and Money Market	\$ 8,041.31
Total Investments Long	\$ 28,115,006.27
Total Investments Short	\$ 0.00
Total Account Value	\$ 28,123,047.58

Change in Account Value

Starting Account Value	\$ 27,793,886.14
Transactions & Income	\$ 715,188.48
Income Reinvested	\$ (22,114.12)
Change in Value of Investments	\$ (963,912.92)
Ending Account Value	\$ 28,123,047.58

Please see "Endnotes For Your Account" section for an explanation of the endnote codes and symbols on this statement.

JIPC has taken the position that it will not cover the balances held in your deposit accounts maintained under programs like our Bank Sweep feature. Please see your Cash Feature Disclosure Statement for more information on insurance coverage.

© 2023 Charles Schwab & Co., Inc. ("Schwab"). All rights reserved. Member SIPC. This statement is furnished solely for your account at Schwab. *Except as noted in this statement's Terms and Conditions, investment advisors or retirement plan providers whose names appear in this statement are not affiliated with Schwab. Please see Terms and Conditions. (0616-1204)
08/31-87036-CSCA1501-050627 *

**ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT**

MONTH OF: **AUGUST 23**

E-3 (A) #983

ALL FIXED ROUTES

	PASSENGERS	REVENUE	MILES	HOURS
BUDGET FY 24	87,247	53,516.00	116,368.1	8,714.4
AUGUST 23	103,594	61,768.91	117,389.1	8,730.6
AUGUST 22	73,637	50,271.37	116,473.0	8,651.6
% CHANGE	40.7%	22.9%	0.8%	0.9%
BUDGET FY 24	171,430	105,307.00	223,262.6	16,726.9
YTD - FY 24	191,947	119,193.60	225,193.8	16,812.2
YTD - FY 23	142,634	94,759.38	223,504.5	16,592.9
% CHANGE	34.6%	25.8%	0.8%	1.3%

Please note that the service shown in the detail below is included in the "ALL FIXED ROUTES" section above.

NIGHT SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	7,477	1,627.09	13,443.5	860.2
AUGUST 22	3,229	788.29	13,145.0	832.6
% CHANGE	131.6%	106.4%	2.3%	3.3%
YTD - FY 24	12,622	2,809.94	25,058.2	1,645.6
YTD - FY 23	6,385	1,547.05	24,552.8	1,520.4
% CHANGE	97.7%	81.6%	2.1%	8.2%

DAY SERVICE (WEEKDAYS only)

	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	85,080	56,503.48	88,996.6	6,733.6
AUGUST 22	61,945	46,448.73	88,470.7	6,684.2
% CHANGE	37.3%	21.6%	0.6%	0.7%
YTD - FY 24	155,684	80,573.83	166,390.8	12,601.3
YTD - FY 23	116,469	86,071.04	165,440.0	12,505.2
% CHANGE	33.7%	-6.4%	0.6%	0.8%

SATURDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	8,563	2,670.70	12,259.8	936.0
AUGUST 22	6,567	2,325.84	12,139.8	934.0
% CHANGE	30.4%	14.8%	1.0%	0.2%
YTD - FY 24	18,308	33,785.15	27,649.3	2,113.5
YTD - FY 23	15,399	5,450.01	27,395.0	2,115.5
% CHANGE	18.9%	519.9%	0.9%	-0.1%

SUNDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	2,474	967.64	2,689.2	200.8
AUGUST 22	1,896	708.51	2,717.5	200.8
% CHANGE	30.5%	36.6%	-1.0%	0.0%
YTD - FY 24	5,333	2,024.68	6,095.5	451.8
YTD - FY 23	4,381	1,691.28	6,116.7	451.8
% CHANGE	21.7%	19.7%	-0.3%	0.0%

ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT
PAGE 2

MONTH OF: AUGUST 23

Please note that fixed route service shown in the detail below is included in the "ALL FIXED ROUTES" on previous page.

ROCKFORD				
	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	97,489	59,568.69	103,011.7	7,816.4
AUGUST 22	69,318	48,648.91	102,095.6	7,737.4
% CHANGE	40.6%	22.4%	0.9%	1.0%
YTD - FY 24	180,846	115,226.02	197,777.9	15,065.1
YTD - FY 23	134,626	91,724.86	196,088.6	14,845.8
% CHANGE	34.3%	25.6%	0.9%	1.5%

MACHESNEY PARK				
	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	1,578	625.00	4,528.6	278.7
AUGUST 22	1,279	513.48	4,528.6	278.7
% CHANGE	23.4%	21.7%	0.0%	0.0%
YTD - FY 24	2,808	1,110.87	8,637.1	531.4
YTD - FY 23	2,211	916.86	8,637.1	531.4
% CHANGE	27.0%	21.2%	0.0%	0.0%

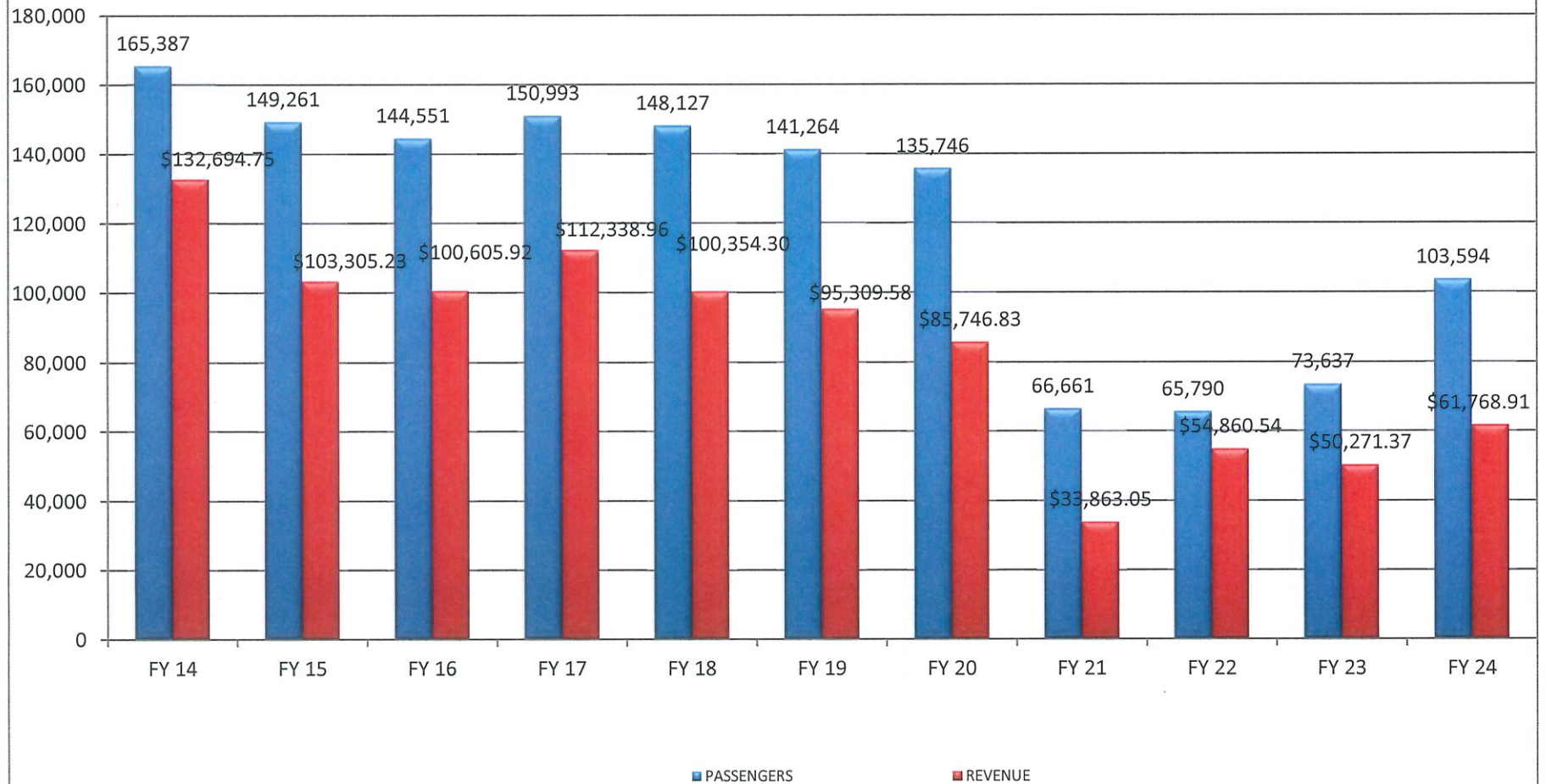
LOVES PARK				
	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	4,201	1,476.06	8,420.5	575.7
AUGUST 22	2,855	1,019.06	8,420.5	575.7
% CHANGE	47.1%	44.8%	0.0%	0.0%
YTD - FY 24	7,744	2,690.90	16,108.5	1,103.9
YTD - FY 23	5,487	1,989.26	16,108.5	1,103.9
% CHANGE	41.1%	35.3%	0.0%	0.0%

BELVIDERE *				
	PASSENGERS	REVENUE	MILES	HOURS
AUGUST 23	326	99.16	1,428.3	59.8
AUGUST 22	185	89.92	1,428.3	59.8
% CHANGE	76.2%	10.3%	0.0%	0.0%
YTD - FY 24	549	165.81	2,670.3	111.8
YTD - FY 23	310	128.40	2,670.3	111.8
% CHANGE	77.1%	29.1%	0.0%	0.0%

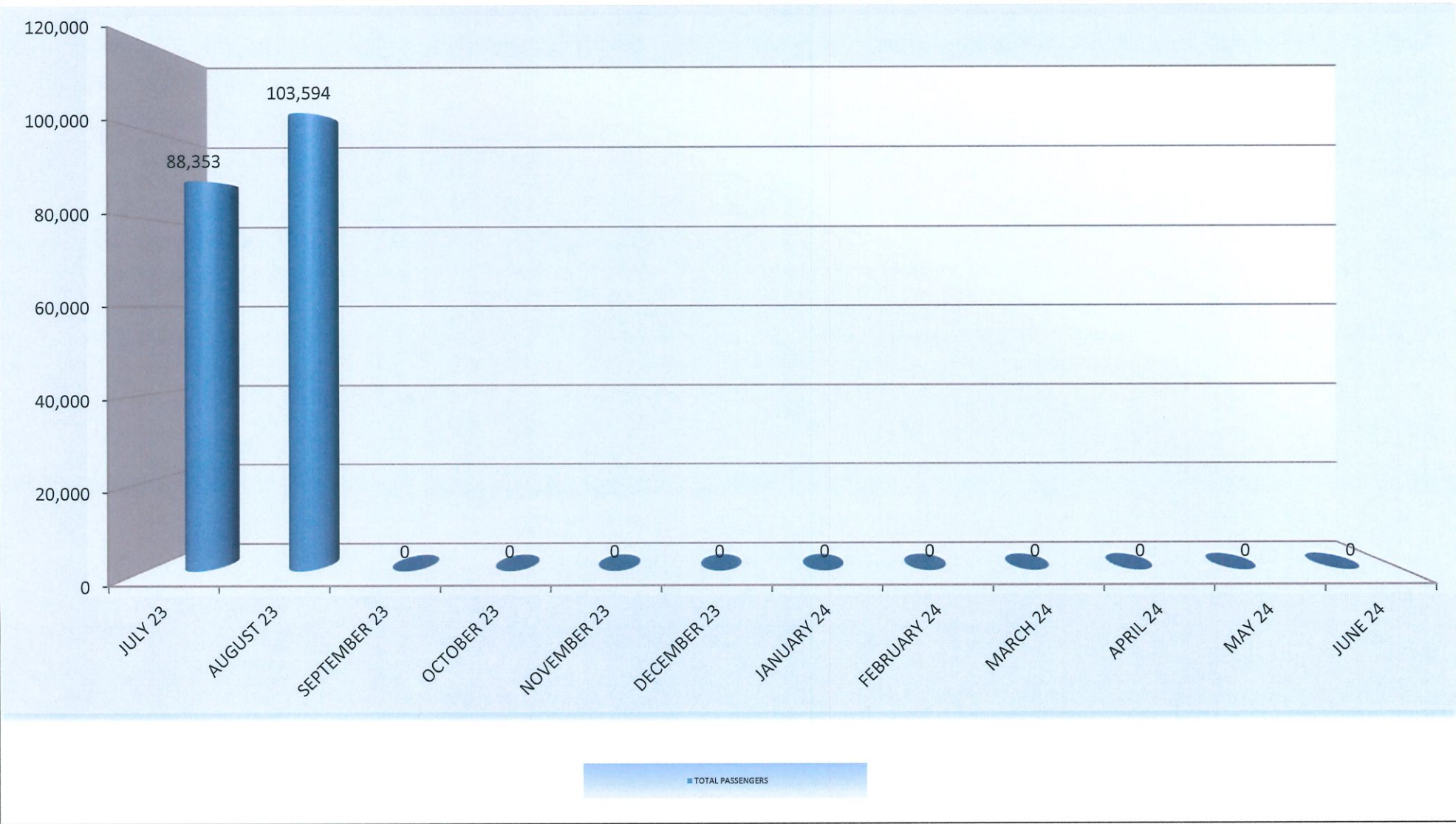
WHEELCHAIR				
	PASSENGERS		PASSENGERS	
AUGUST 23	976	YTD - FY 24	1,677	
AUGUST 22	675	YTD - FY 23	1,263	

TRANSFERS ISSUED				
	PASSENGERS		PASSENGERS	
AUGUST 23	14,610	YTD - FY 24	15,311	
AUGUST 22	9,958	YTD - FY 23	19,614	

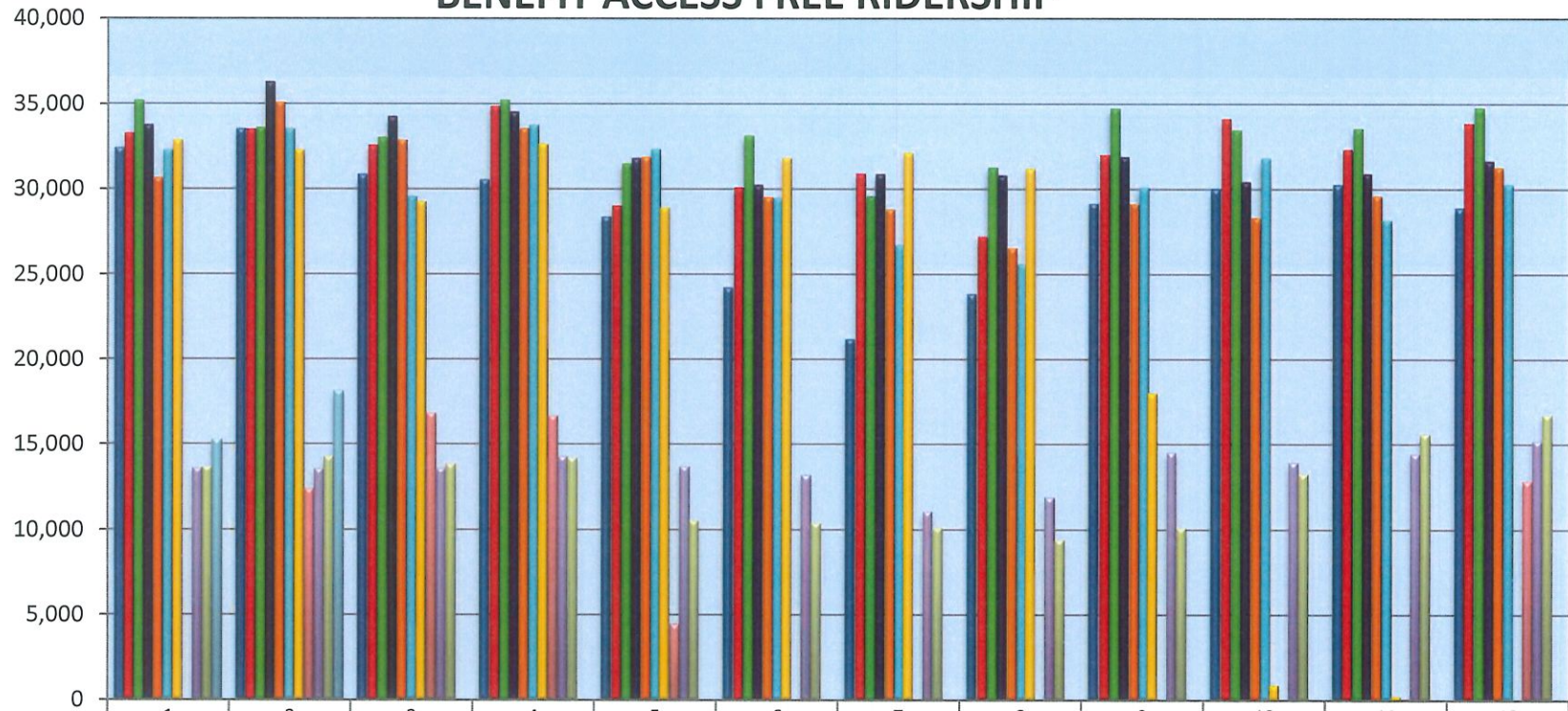
AUGUST PASSENGERS/REVENUE



MONTHLY PASSENGERS FY 23

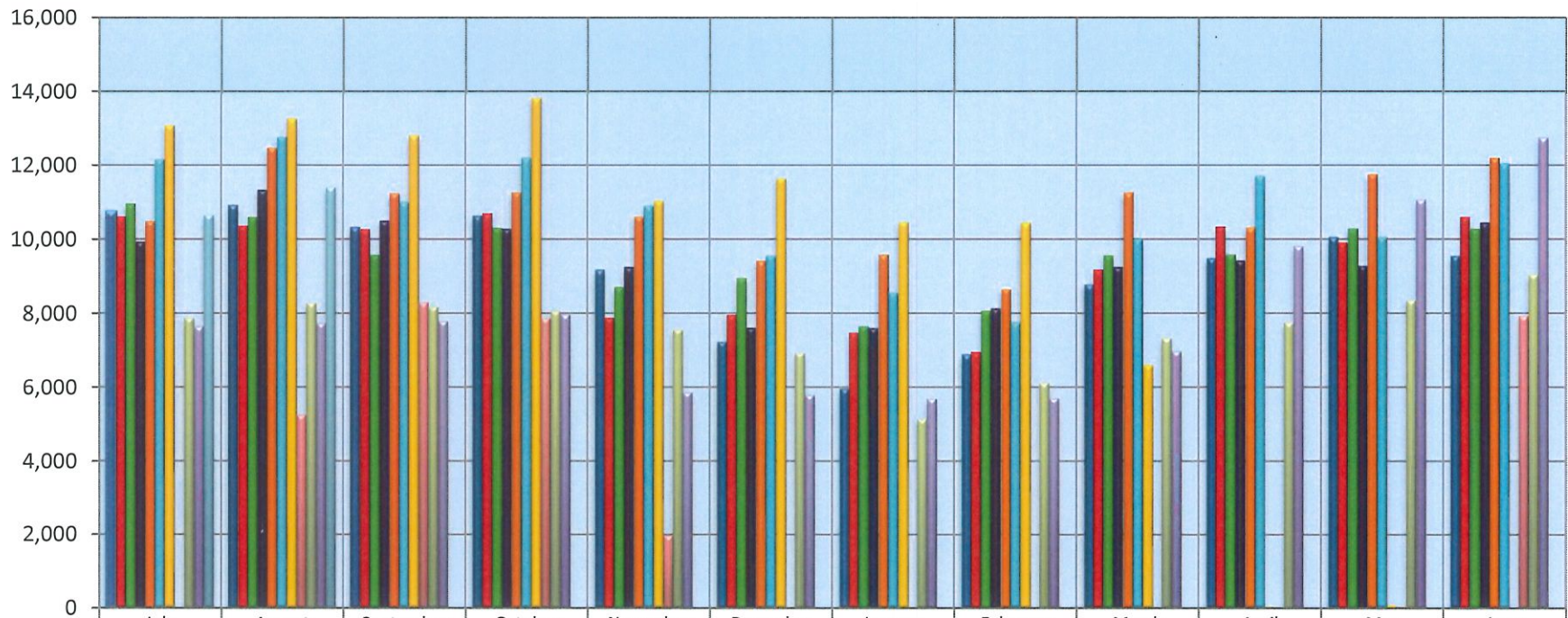


BENEFIT ACCESS FREE RIDERSHIP



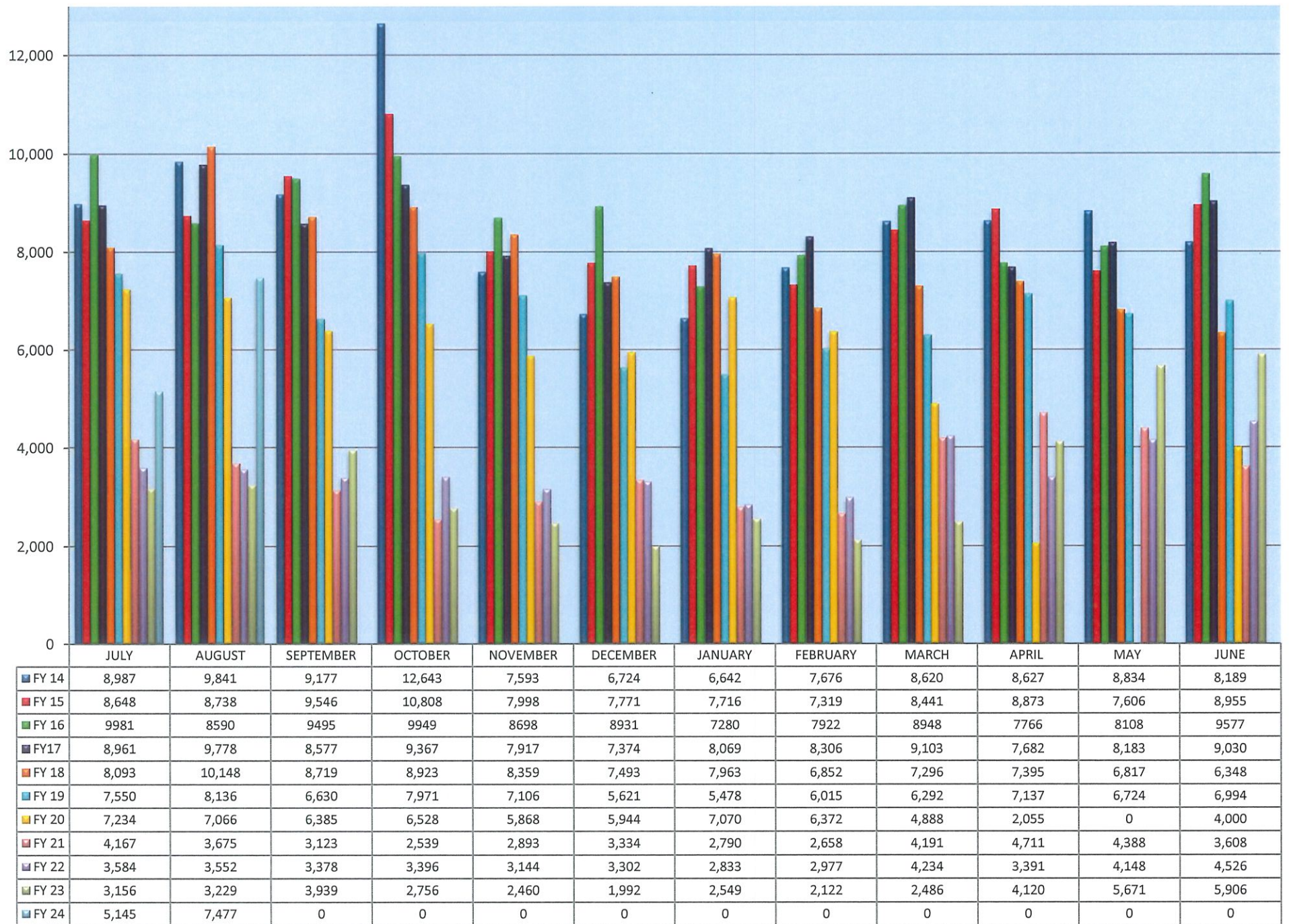
	1	2	3	4	5	6	7	8	9	10	11	12
14 DISABLED CB	32,398	33,540	30,840	30,543	28,365	24,228	21,182	23,854	29,134	30,025	30,248	28,899
15 DISABLED CB	33,242	33,503	32,545	34,860	29,023	30,095	30,889	27,232	31,989	34,126	32,297	33,853
16 DISABLED CB	35,189	33,613	32,991	35,222	31,445	33,105	29,563	31,225	34,706	33,453	33,537	34,767
17 DISABLED CB	33,770	36,285	34,259	34,529	31,788	30,223	30,854	30,779	31,881	30,403	30,898	31,630
18 DISABLED CB	30,633	35,087	32,861	33,556	31,862	29,531	28,827	26,530	29,131	28,314	29,605	31,245
19 DISABLED CB	32,247	33,511	29,546	33,754	32,304	29,447	26,676	25,569	30,072	31,791	28,152	30,254
20 DISABLED CB	32,847	32,280	29,253	32,623	28,883	31,805	32,109	31,172	18,001	882	198	0
21 DISABLED CB	0	12,406	16,813	16,660	4,464	0	0	0	0	0	76	12,853
22 DISABLED CB	13,594	13,572	13,603	14,303	13,703	13,198	11,089	11,910	14,536	13,959	14,437	15,199
23 DISABLED CB	13,674	14,289	13,853	14,213	10,528	10,381	10,117	9,429	10,125	13,250	15,598	16,722
24 DISABLED CB	15,275	18,139	0	0	0	0	0	0	0	0	0	0

Senior Ridership

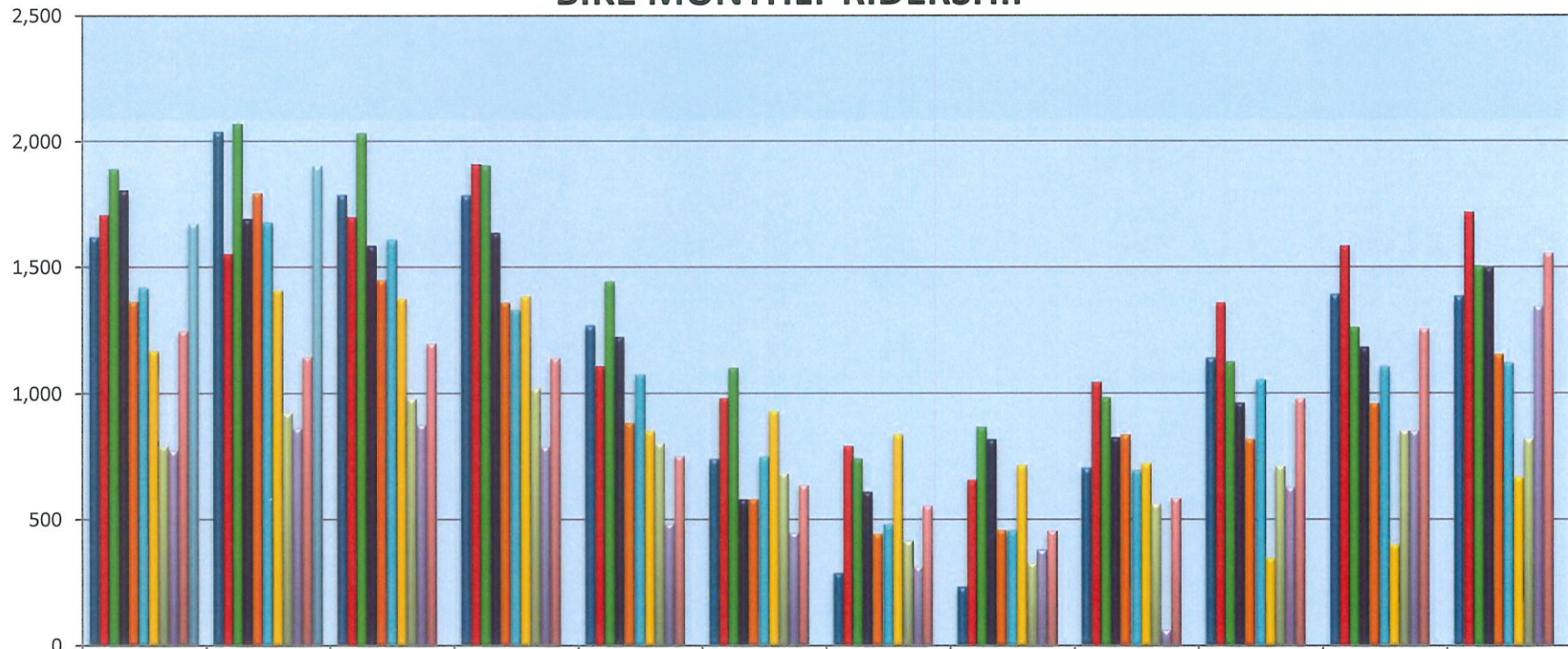


	July	August	September	October	November	December	January	February	March	April	May	June
FY 14	10,750	10,922	10,323	10,625	9,169	7,243	5,964	6,908	8,771	9,481	10,051	9,544
FY 15	10,606	10,350	10,261	10,697	7,879	7,959	7,484	6,958	9,171	10,329	9,893	10,599
FY 16	10,957	10,589	9,569	10,297	8,697	8,935	7,644	8,057	9,553	9,580	10,281	10,267
FY 17	9,922	11,320	10,496	10,270	9,241	7,610	7,597	8,125	9,239	9,420	9,270	10,447
FY 18	10,492	12,466	11,233	11,260	10,602	9,413	9,581	8,652	11,262	10,306	11,750	12,187
FY 19	12,146	12,754	10,993	12,187	10,901	9,543	8,552	7,751	9,994	11,701	10,048	12,036
FY 20	13,075	13,258	12,805	13,815	11,033	11,636	10,456	10,453	6,608	28	58	0
FY 21	0	5,248	8,297	7,864	1,969	0	0	0	0	0	44	7,931
FY 22	7,873	8,278	8,171	8,052	7,556	6,935	5,131	6,114	7,331	7,752	8,354	9,045
FY 23	7,648	7,733	7,793	7,966	5,856	5,790	5,684	5,693	6,982	9,815	11,073	12,750
FY 24	10,654	11,402	0	0	0	0	0	0	0	0	0	0

NIGHT MONTHLY PASSENGERS

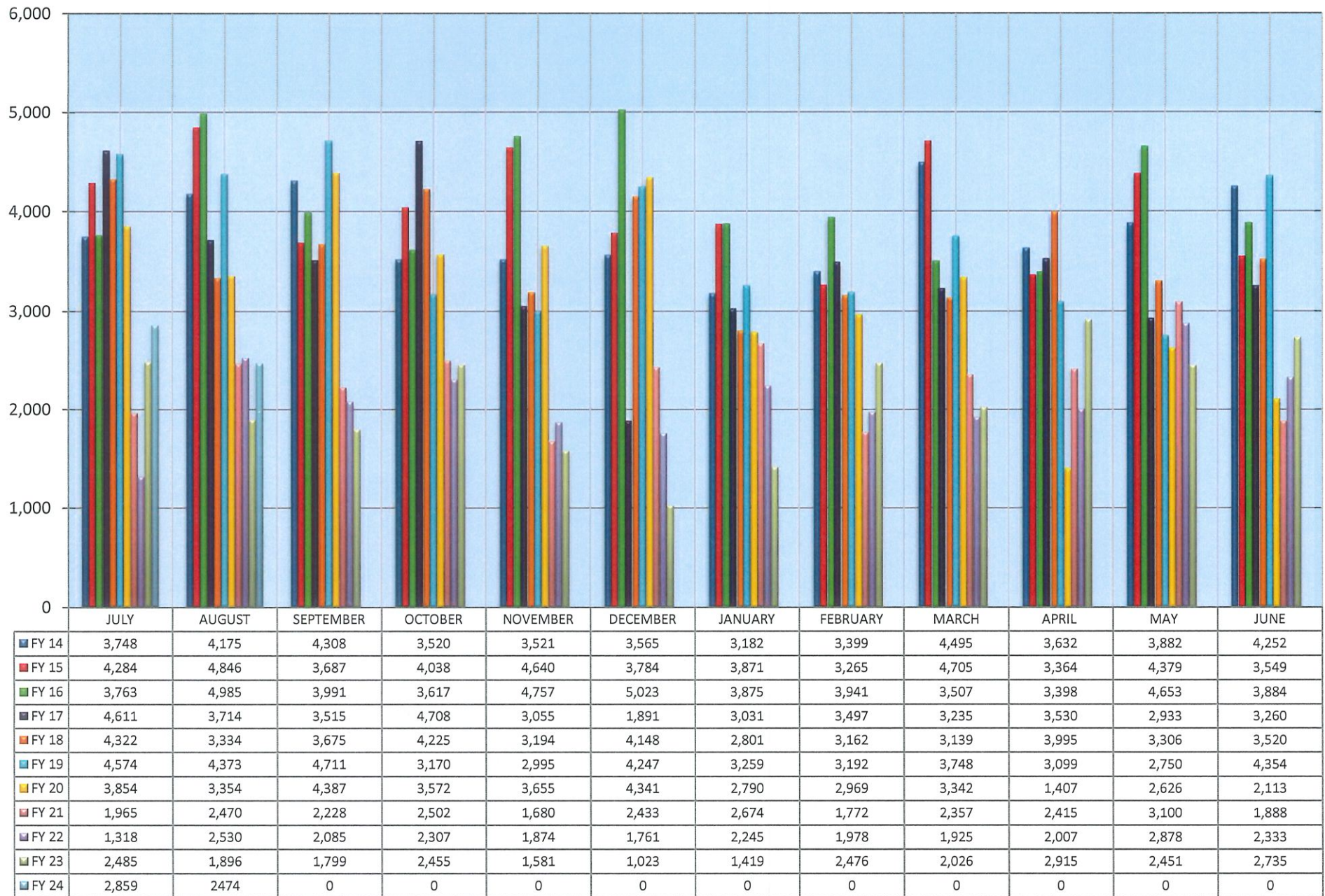


BIKE MONTHLY RIDERSHIP



	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
FY 14	1,616	2,037	1,787	1,784	1,268	739	285	230	704	1,139	1,392	1,385
FY 15	1,707	1,552	1,699	1,908	1,109	983	794	659	1,046	1,359	1,584	1,718
FY 16	1,888	2,068	2,031	1,904	1,441	1,100	741	867	982	1,125	1,260	1,501
FY 17	1,805	1,690	1,584	1,635	1,222	579	609	817	825	961	1,182	1,497
FY 18	1,362	1,793	1,449	1,359	884	582	442	457	838	818	959	1,154
FY 19	1,417	1,675	1,607	1,329	1,075	748	480	456	694	1,053	1,105	1,119
FY 20	1,168	1,407	1,375	1,384	851	930	839	717	724	346	399	667
FY 21	791	922	978	1,020	803	684	415	327	562	713	852	820
FY 22	775	863	876	790	482	448	313	381	62	628	851	1,345
FY 23	1,247	1,145	1,198	1,141	753	638	556	456	586	980	1,256	1,557
FY 24	1,673	1,904	0	0	0	0	0	0	0	0	0	0

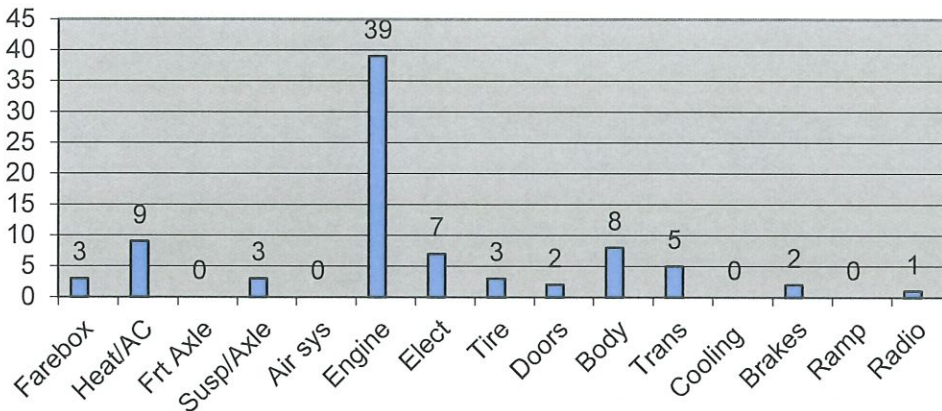
SUNDAY MONTHLY PASSENGERS



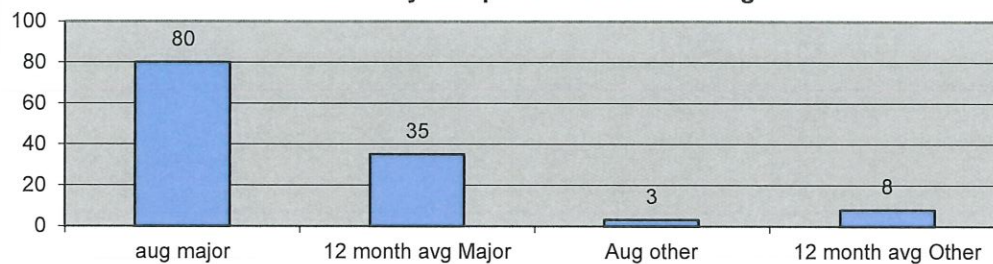
REPORT ON FIXED ROUTE BUSES

Aug 2023

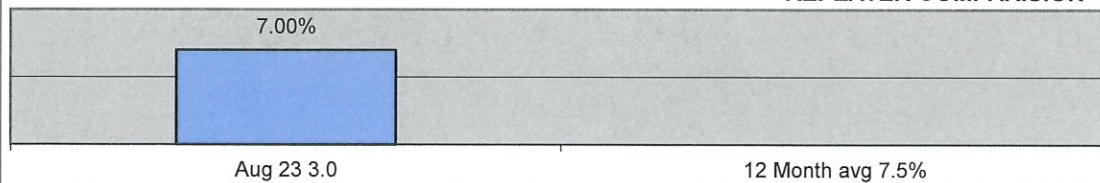
Road Calls by Category



Monthly Comparison Versus Average



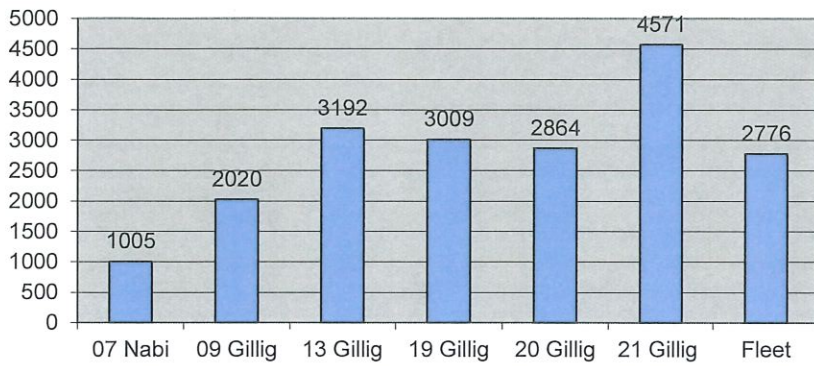
REPEATER COMPARISON



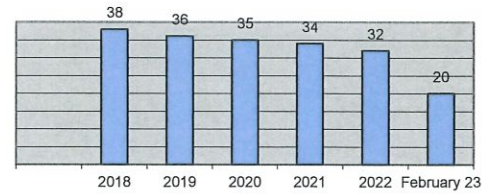
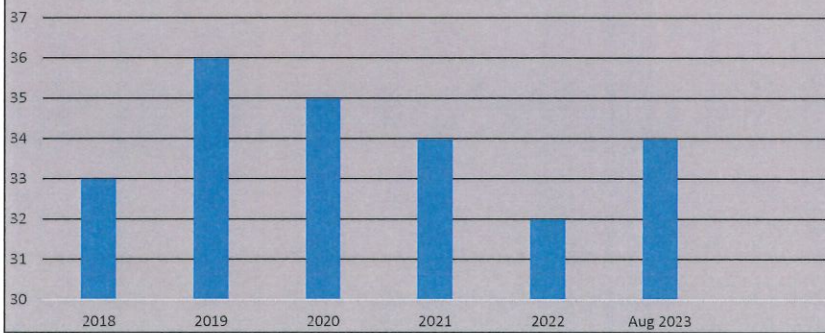
A repeater is any road call for the same issue that occurs more than once in a month.

Aug there were 3 this mo. 904 stop engine, 909 trans, 913 low oil
all 3 are being auctioned off - replaced by 2300 Hybrids

AVERAGE MILES BETWEEN ROAD CALLS

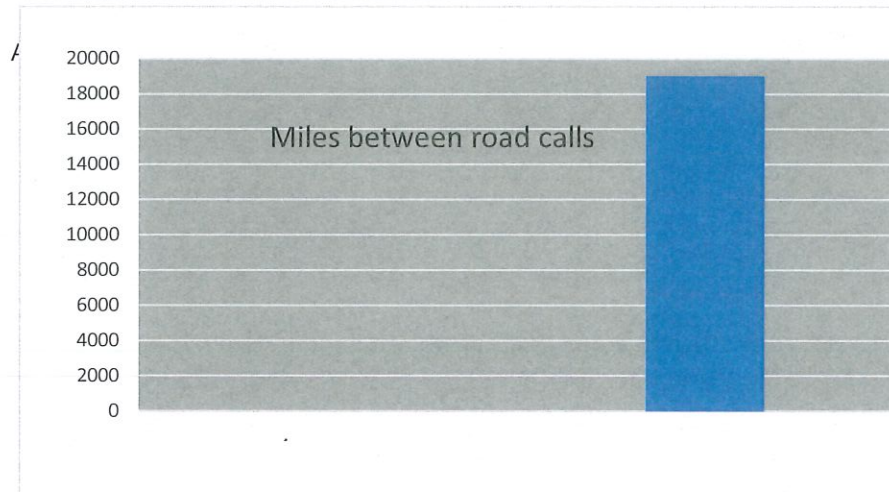
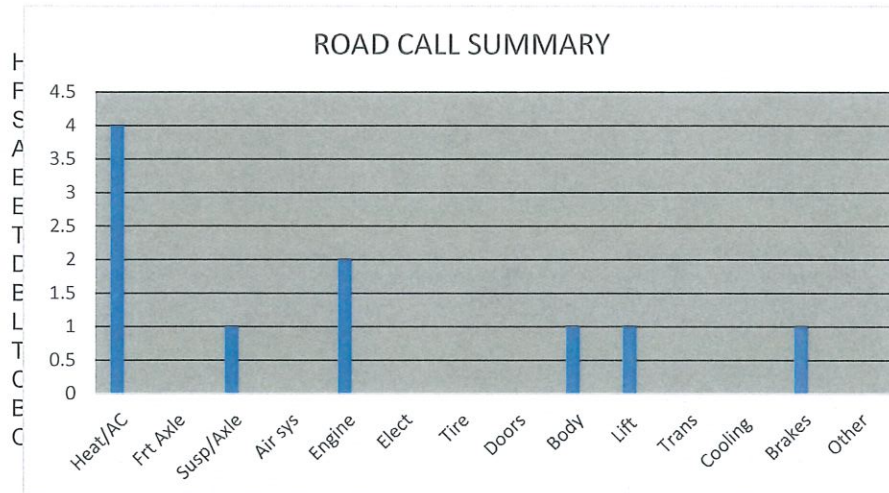


PREVENTIVE MAINTENANCE INSPECTIONS



REPORT ON PARATRANSIT FLEET

Aug 2023



983- E-4 (b)

Maintenance and Facilities

September 2023

- **Charging infrastructure/Sprinkler upgrades:** As you know the sprinkler project was awarded at the last board meeting. We are awaiting word from contractor as to when work can start. Once that work is complete we will be able to move forward with getting the chargers tested and validated.
- **New Facility Update:** Design and Engineering continue. Several meetings, calls and emails regarding furnishing and use of space. We also had a meeting with Forefront Power regarding a solar project on the expansion facility through the Council of Governments.
- **Shelters:** The shelters have arrived so we can start to get some of them installed before the weather turns cold.
- **New Parking Lot:** Construction is well underway with the area already cored out and filled back with gravel. A couple of hiccups with 3 unknown cisterns and some unstable soils. ARC, the engineering firm representing us, have been on sight several times to make sure the base is as designed.
- **Diesel Hybrid Bus order:** Six of the eight buses are on property and getting prepped for service by both our staff and a Gillig field technician. We will be taking the old buses to auction once we get the new ones ready for service.

RMTD CLAIMS HISTORY

2023-2024						2022-2023					
	MEDICAL	RX	VISION	DENTAL	TOTAL		MEDICAL	RX	VISION	DENTAL	TOTAL
FY '24						FY '23					
July	\$311,576	\$94,434	\$105	\$4,160	\$410,275	July	\$46,857	\$44,129	\$475	\$4,399	\$95,860
Aug	\$89,740	\$17,233	\$495	\$9,196	\$116,664	Aug	\$266,165	\$53,464	\$607	\$6,745	\$326,981
Sep						Sep	\$158,412	\$89,062	\$540	\$3,486	\$251,500
Oct						Oct	\$159,787	\$38,781	\$492	\$4,517	\$203,577
Nov						Nov	\$111,728	\$69,280	\$380	\$6,704	\$188,091
Dec						Dec	\$366,728	\$84,970	\$160	\$2,616	\$454,474
Jan						Jan	\$178,157	\$47,866	\$465	\$3,630	\$230,118
Feb						Feb	\$205,213	\$81,091	\$1,435	\$3,315	\$291,053
Mar						Mar	\$262,072	\$75,784	\$1,573	\$7,677	\$347,105
Apr						Apr	\$184,534	\$74,495	\$517	\$4,141	\$263,686
May						May	\$439,919	\$62,746	\$395	\$5,241	\$508,301
Jun						Jun	\$321,017	\$98,590	\$900	\$3,701	\$424,208
YTD	\$401,316	\$111,667	\$600	\$13,356	\$526,938	YTD	\$2,700,588	\$820,257	\$7,939	\$56,172	\$3,584,955

	Medical	Rx	Vision	Dental	TOTAL
August 2023	\$89,740	\$17,233	\$495	\$9,196	\$116,664
August 2022	\$266,165	\$53,464	\$607	\$6,745	\$326,981
% Change	-66.28%	-67.77%	-18.45%	36.34%	-64.32%

August 2023	\$89,740	\$17,233	\$495	\$9,196	\$116,664
August 2021	\$67,290	\$29,199	\$160	\$5,938	\$102,587
% Change	33.36%	-40.98%	209.38%	54.87%	13.72%

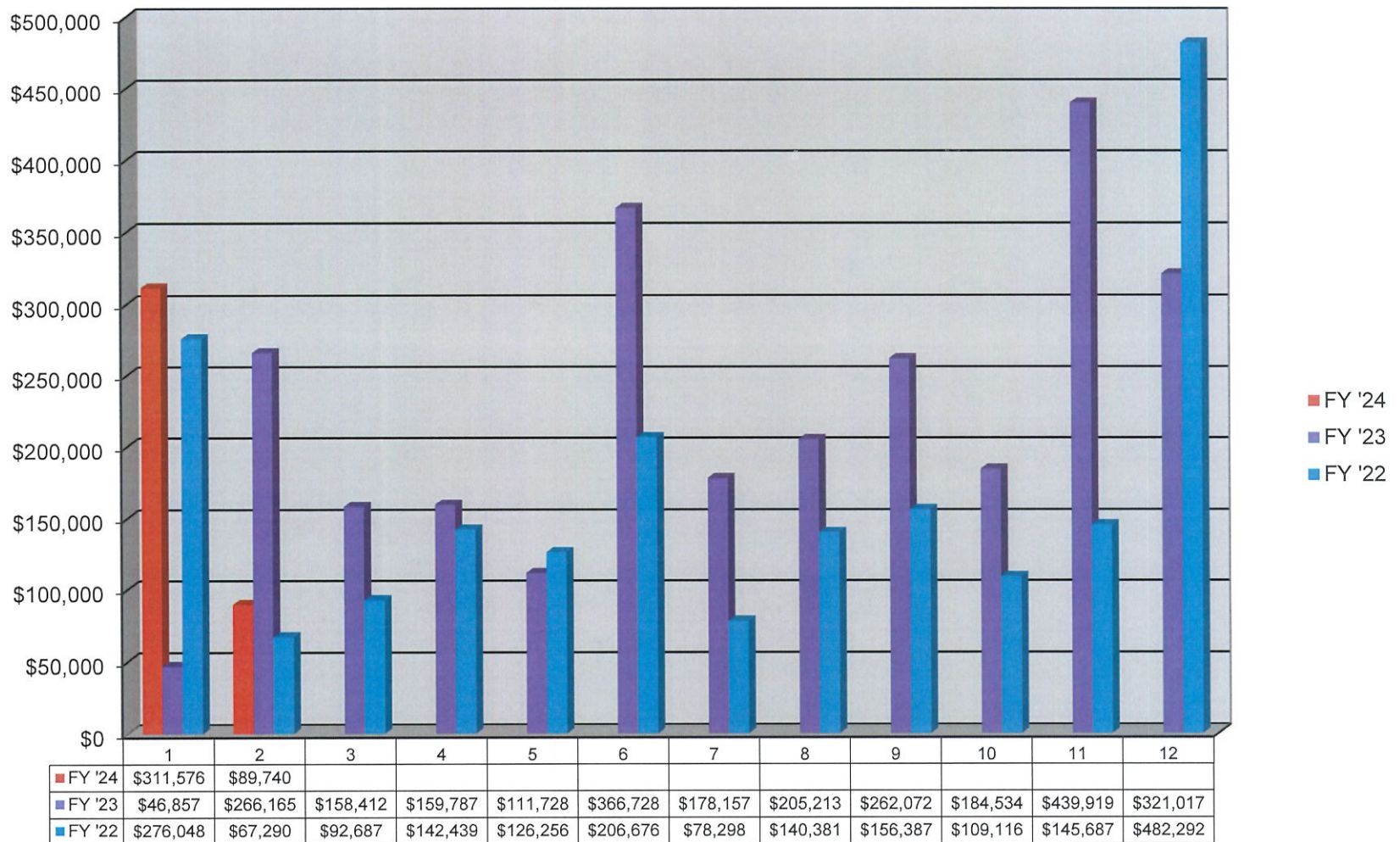
YTD - FY 24	\$401,316	\$111,667	\$600	\$13,356	\$526,938
YTD - FY 23	\$313,023	\$97,593	\$1,082	\$11,144	\$422,842
% Change	28.21%	14.42%	-44.55%	19.85%	24.62%

YTD FY 24	\$401,316	\$111,667	\$600	\$13,356	\$526,938
YTD FY 22	\$343,338	\$98,094	\$546	\$12,521	\$454,499
% Change	16.89%	13.84%	9.91%	6.67%	15.94%

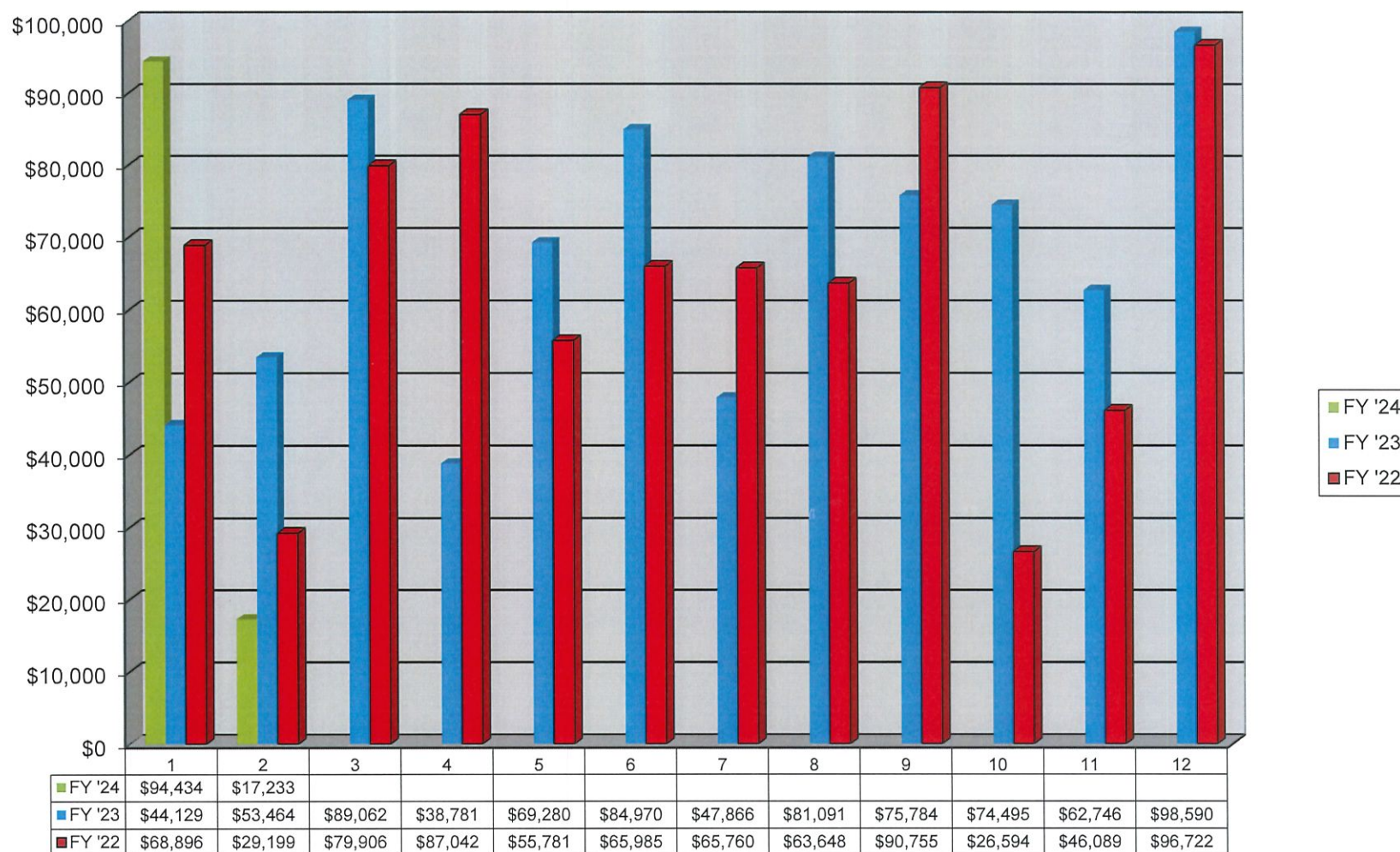
E-5 (a) #983

2021-2022						2020-2021				
	MEDICAL	RX	VISION	DENTAL	TOTAL	MEDICAL	RX	VISION	DENTAL	TOTAL
FY '22						FY '21				
July	\$276,048	\$68,896	\$386	\$6,583	\$351,913	\$84,241	\$113,065	\$507	\$5,994	\$203,807
Aug	\$67,290	\$29,199	\$160	\$5,938	\$102,587	\$64,615	\$61,775	\$0	\$5,011	\$131,401
Sep	\$92,687	\$79,906	\$600	\$6,117	\$179,309	\$121,618	\$65,533	\$1,448	\$10,097	\$198,696
Oct	\$142,439	\$87,042	\$196	\$4,259	\$233,937	\$170,718	\$77,865	\$1,152	\$2,502	\$252,236
Nov	\$126,256	\$55,781	\$285	\$4,167	\$186,489	\$87,462	\$46,716	\$376	\$4,530	\$139,084
Dec	\$206,676	\$65,985	\$701	\$4,504	\$277,865	\$128,542	\$74,557	\$1,195	\$5,705	\$209,999
Jan	\$78,298	\$65,760	\$903	\$3,686	\$148,647	\$110,711	\$49,563	\$935	\$5,005	\$166,214
Feb	\$140,381	\$63,648	\$1,019	\$6,522	\$211,571	\$154,254	\$128,717	\$548	\$4,385	\$287,904
Mar	\$156,387	\$90,755	\$925	\$9,004	\$257,071	\$168,787	\$65,801	\$443	\$6,108	\$241,139
Apr	\$109,116	\$26,594	\$590	\$5,017	\$141,317	\$121,278	\$79,823	\$1,360	\$5,442	\$207,902
May	\$145,687	\$46,089	\$895	\$2,267	\$194,938	\$76,028	\$65,673	\$417	\$7,665	\$149,783
Jun	\$482,292	\$96,722	\$775	\$5,319	\$585,107	\$171,607	\$47,911	\$555	\$4,883	\$224,956
YTD	\$2,023,557	\$776,376	\$7,435	\$63,383	\$2,870,751	\$1,459,860	\$876,999	\$8,937	\$67,327	\$2,413,122

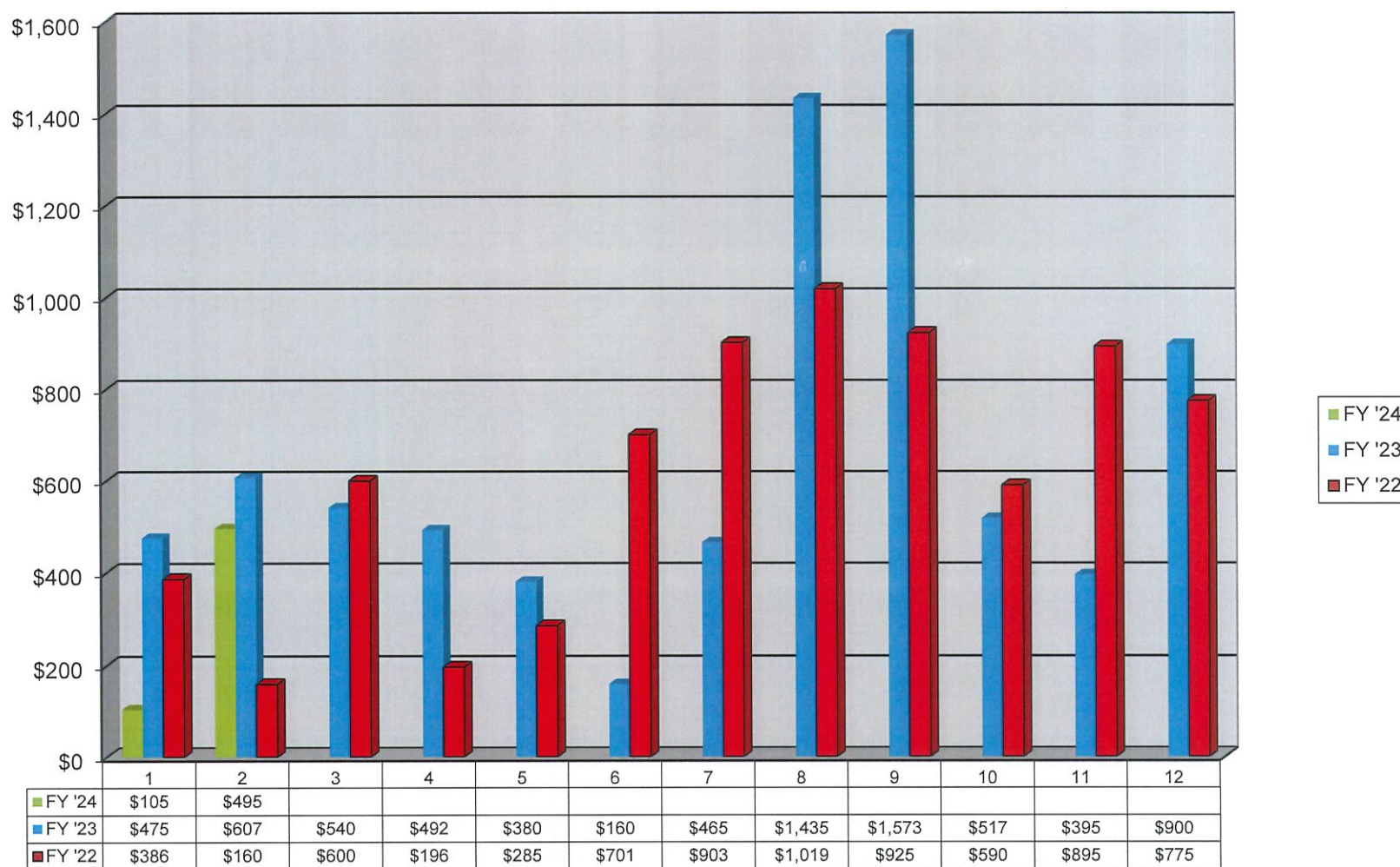
Medical Claims History



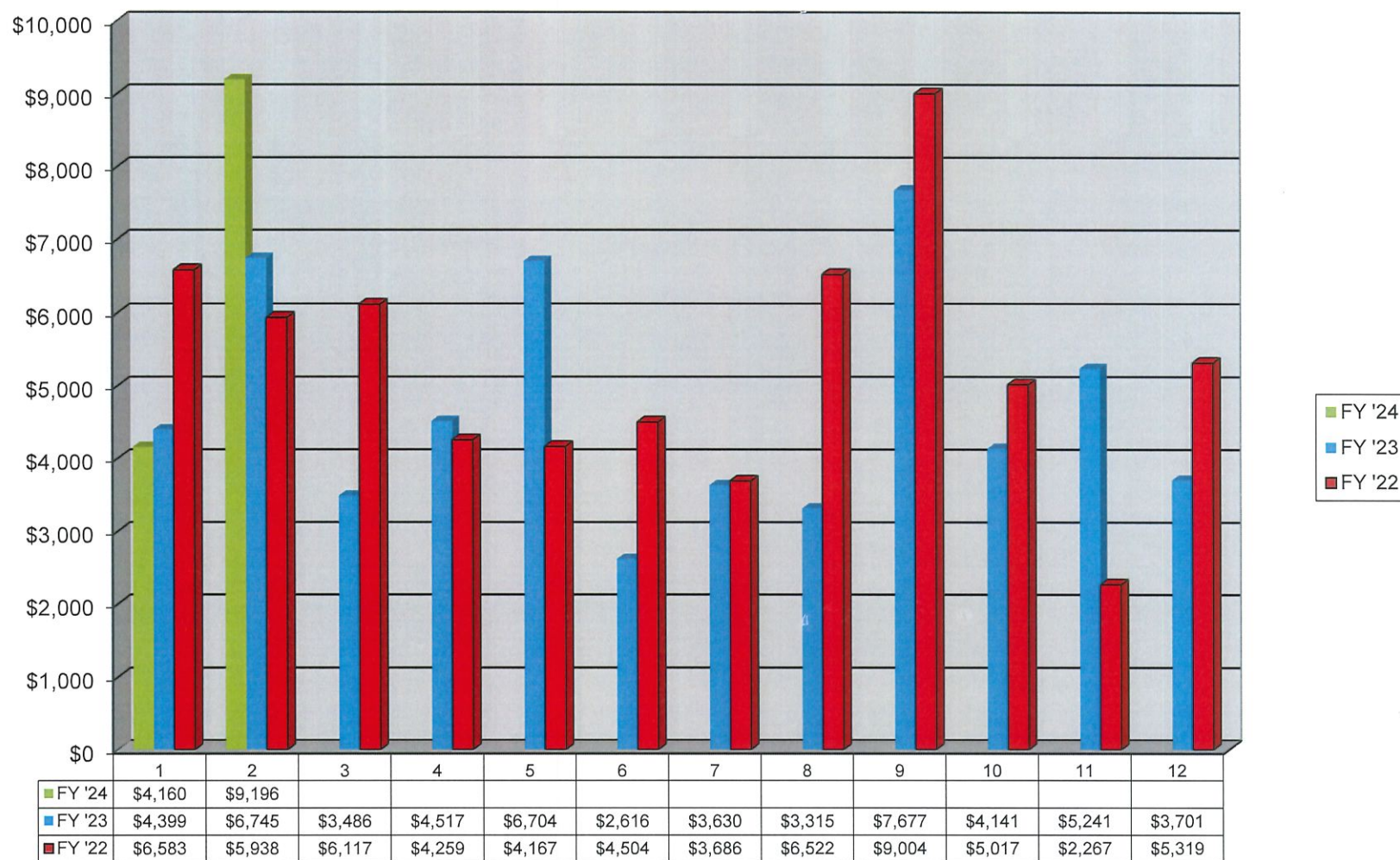
Prescription Claims History



Vision Claims History



Dental Claims History





520 Mulberry Street
Rockford, IL 61101-1016
Phone: 815.961.9000
FAX: 815.961.9892
URL: www.rmtd.org

CONTRACT : 202323
DATE: September 20th, 2023

Please accept this order for (1) full wrap bus, for 24 month(s), commencing 09/05/2023 or upon receipt of materials on the buses of the Rockford Mass Transit District, Rockford, Illinois, for which the advertiser agrees to pay the sum of \$500.00 per month, payable by the 15th of each month during the term of this agreement.

Product or Service to be advertised: Window World

This order is signed and accepted subject to the District Board Approval and terms and conditions printed on the reverse side of this form.

BUSINESS: The Perfect Mix

DATE: _____

attn: Beth Gorsuch

BY: _____

Authorized Signature

Executive Director

ADDRESS: 17782 E IL Route 72

APPROVED DATE: _____

CITY: Monroe Center

BY: _____

STATE: IL ZIP: 61052-9733

Chairman



520 Mulberry Street
 Rockford, IL 61101-1016
 Phone: 815.961.9000
 FAX: 815.961.9892
 URL: www.rmtd.org

CONTRACT : 202321
DATE: September 18th, 2023

Please accept this order for (6) Shelter Panels, 48"H x 69.5" L, for 4 month(s) for commencing 10/1/2023 or upon receipt of materials on the buses of the Rockford Mass Transit District, Rockford, Illinois, for which the advertiser agrees to pay the sum of \$230.00 per month (Note: RMTD will swap out advertising messages as needed at no cost) (Payment for September \$1,104 Shelter advertisement will also be due at beginning of contract.)

Product or Service to be advertised: **Goodwill Industries**

This order is signed and accepted subject to the District Board Approval and terms and conditions printed on the reverse side of this form.

AGENCY/ADVERTISER:

ACCEPTED:

BUSINESS: Goodwill Industries

DATE: _____

Shannon Harper

BY: _____

Authorized Signature

Executive Director

ADDRESS: PO Box 17017

APPROVED DATE: _____

CITY: Rockford

BY: _____

STATE: IL ZIP: 61110

Chairman

PHONE: 815.987.6237

Board of Trustees
 Rockford Mass Transit District



ROCKFORD MASS TRANSIT DISTRICT

p 815-961-9000
f 815-961-9892

520 Mulberry St.
Rockford, IL 61101

rmtd.org →

E-6 (B) #983

TO: RMTD Board of Trustees
FROM: Orlando Toatley, Marketing Communications Specialist
DATE: 9/21/23
RE: Special Service Request Fall Art Scene

The Rockford Area Arts Council is hosting its annual Fall Art Scene on Friday, October 6th, and Saturday, October 7th.

The Rockford Area Arts Council is requesting trolley service on Friday from 4:00 p.m. to 9:00 p.m. and Saturday from 4:00 p.m. to 7:00 p.m.

The requested service, if granted will provide transportation for those with both disabilities and limited mobility.

If approved, this would not be the first time the district has provided trolley service for Artscene, RMTD also granted the service in 2019.

Board Action(s) Requested:

Staff recommends that the district provide trolley service for both days for the mentioned times.



713 East State Street
Rockford, Illinois 61104
815-963-6765

www.artsforeveryone.com

Board of Directors

Chair

Thomas Weightman

Vice Chair

Lynn Williams

Secretary

Erin Nash

Treasurer

Rebecca Francis

Nathan Blevins
Armando Cardenas

Jennifer Dronkers

John Groh

Violet Johnicker

Vic Rivera

Bill Rose

Melissa Santillan

Lynn Williams

Yash Musabji

Janelle Vaiden

September 21, 2023

TO: RMTD Board of Directors

RE: Trolley Request for Fall ArtScene 2023

The Rockford Area Arts Council, a not-for-profit (501)3-c organization, respectfully requests RMTD Trolley Car service for our Fall ArtScene event.

ArtScene is a week-end gallery opening event that showcases local and regional artists at 35 sites throughout the area. The majority of galleries are located in the downtown area.

Having the RMTD Trolley available would heighten and enhance the experience and assist with those with health conditions or impairments as well as with parking concerns and inclement weather.

Fall Art Scene is October 6 (5-9:00 PM) & October 7 (4-9:00 PM). We understand trolley service would run 4-7 PM on Saturday due to staff schedule.

Thank you for your consideration.

If you have any questions, please contact me:

Rhiannon Yandell

Director of Operations

Rockford Area Arts Council

P: 312-285-3333

E: rhiannon@artsforeveryone.com

SAFETY/TRAINING REPORT

August 2023

E-8 (A) #983

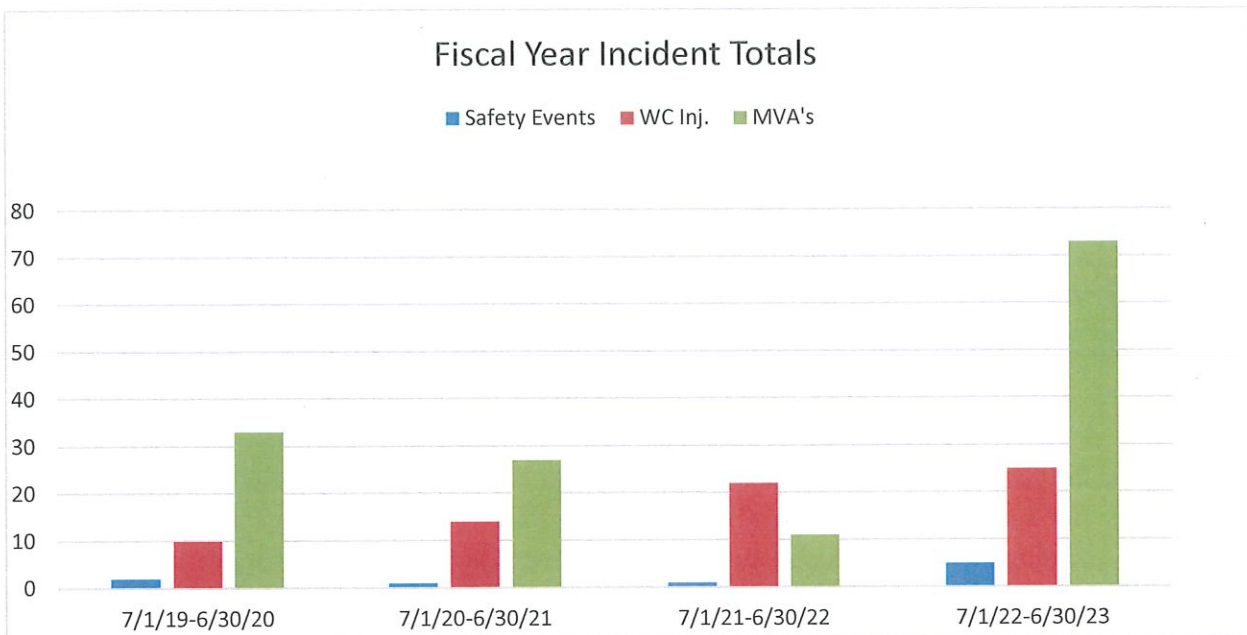
Incidents 8/1/23-8/31/2023:

There were 8 incidents occurring during July 2023.

1. Vehicle Incidents.

- 5 incidents by our drivers resulting in damages to our building/vehicles. (Minor)
- 2 incidents causing injury to passengers (Hard Stop)
- 1 Incidents caused by others resulting in damage to our vehicles. (Hit/Run)

Key Performance Indicators



Safety Performance YTD2023

Specify performance is based on the safety performance measures established under the National Public Transportation Agency Safety Plan.

Mode of Transit Service	Fatalities (Total)	Rate per 100k VRM	Injuries (Total)	Injuries (Per 100k VRM)	Safety Events	Safety Events (Per 100k VRM)	System Reliability Mean distance
Fixed Route Bus	0	0	26	3.46	2	.4	11250 miles
Demand Response	0	0	14	3.57	3	1.66	50000 miles

TO: RMTD Board of Trustees
FROM: Michael Stubbe, Executive Director
Dan Engelkes, Director of Operations
DATE: 9/21/23
RE: Insurance Renewals.

RMTD's insurance policies expire October 1, 2023. Our Insurance Broker, Assurance/Marsh MMA has been working on renewals and will present their recommendations.

Scope:

Insurance policy renewals including general liability, public entity liability, employment practice liability, auto coverage, umbrella coverage, property, fiduciary and storage tank coverages.

Benefits:

- Ensures that RMTD has the right coverages in place at the lowest price.

Budget:

The total cost of the renewal year is \$870,914 which is up from \$787,971. We have budgeted \$1,125,506.

Recommendation:

Staff concurs with our Assurance's recommendation to renew coverages as presented at the 250,000 Self Insured Retention amount for Liability.

Board Action Requested:

Staff requests the Board approve renewing coverages as recommended by Assurance/Marsh MMA



An Insurance Program Proposal

Rockford Mass Transit District

Presented by:

Bobby Dufkis

847.463.7132

Bobby.Dufkis@MarshMMA.com

Miranda Leininger

847.463.7785

Miranda.Leininger@MarshMMA.com

Assurance, a Marsh & McLennan Agency LLC company

Headquarters: Schaumburg, IL

Date Presented: September 25, 2023

Effective October 01, 2023 to October 01, 2024

Executive Summary

We appreciate the opportunity to present this proposal to you. Our proposal was developed with your specific insurance and risk management needs in mind. If upon review, there's additional information you will need to facilitate your decision-making process, please let us know.

Since Rockford Mass Transit District (RMTD) partnered with Assurance we have utilized all the tools at our disposal, from marketplace leverage to claims analytics to negotiation, to ensure the District is getting competitive pricing for comprehensive coverage. The previous couple renewals have been difficult, and we understood that going into them. We knew the insurance market had "hardened" significantly. A hard insurance market cycle is characterized as increased rates, decreased number of carriers in the marketplace, lower limits being offered, and rigid underwriting. During this time, we felt this directly as our previous carrier, OneBeacon, exited the transit district marketplace. When that happened a couple years ago, we completed a very extensive due diligence marketing campaign. We marketed to nearly 60 unique markets for all lines of coverage. Like the past 2 years, we wanted to continue our due diligence on each line of coverage. Listed below is a brief summary, by line of coverage, of the options available and the highlights of each:

Automobile, General Liability, Public Officials Liability, & Employment Practices Liability

After OneBeacon exited the transit district marketplace, we moved the main coverage parts to Travelers who offered comprehensive coverage at the best price. This year we approached a few of the best markets from the previous marketing effort, however, Travelers continues to be the best insurance partner when it comes to pricing and coverage. In fact, no other carrier even comes close when you look at the whole of the program. We continue our work to lower claims and there are improvements from prior years, however, because judgements awarded to claimants are continuing to get more costly, the marketplace is shifting in terms of what deductibles they are offering, in addition to increased rates. After reviewing the analytics, our findings show that most of the loss is still contained within the \$100,000 deductible, but the markets are asking for \$250,000 or higher. In some cases, we were told the minimum retention would be \$1,000,000. Travelers was the only carrier willing to offer \$100,000 for this renewal, but the premium savings to go to \$250,000 was significant enough to make the change. Both deductible options are shown in the proposal.

Excess Liability

The Excess Umbrella liability coverage marketplace is still going through a more dramatic hard market than the one described above in the primary liability marketplace. As with the primary lines, OneBeacon exited the market for transit districts. Carrier capacity, reinsurance rates and nuclear verdicts continue to drive the cost of excess liability in an upward direction. We focused our marketing efforts to those carriers that have shown the most competitive pricing in your industry. This year will be the same carrier make up with Travelers offering the primary limits plus a \$5M Umbrella Excess and Genesis offering the top level \$4M coverage.

Commercial Property

Travelers continues to be a great partner not only on the liability, but also on the property. The Property marketplace continues to harden with average rate increases of 10%-20%. The Property insurance market continues to incur large losses from various large perils – floods, wildfires, hurricanes, tornados, etc. Travelers has the resources and the comfort level with underwriting even as RMTD evolves and modernizes with the transition to an electric fleet, recharging infrastructure, and continued property expansion and the district continues to grow.

Crime

We are currently entering the third year of a three-year period where we were able to lock in the Crime rates. This coverage is with Hanover who specializes in Crime and also Crime for government entities.

Storage Tank Pollution

For Pollution Liability, Liberty Surplus has been another great partner who offers the best pricing and coverage. This year Liberty Surplus did not make changes to the limit or the deductible. As we discussed, once underground storage tanks hit 30 years of age, the rates will increase steadily until they are replaced. Replacement is something we recommend as a risk management technique in order to mitigate the ongoing exposure as the tanks age.

Fiduciary

For Fiduciary Liability, we completed an extensive marketing campaign a couple of years ago. The result was Chubb coming out as the most competitive. Chubb continues to offer the most competitive pricing for the same coverage, terms and conditions as the expiring term.

At MMA, each of our dedicated professionals is driven by a single promise to minimize risk and maximize health for your organization. We are confident that if given the opportunity to partner with you, we will deliver on this promise and earn your loyalty.

Thank you and we look forward to representing your District's interests.

Marketing Summary

The following is a summary of the markets we approached on your behalf for your insurance renewal:

Carrier	Coverages Submitted	Response or Status
Travelers	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Quote
Safety National	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Indication – will require a \$1M Self-Insured Retention
MunichRe	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Pending; initial indication was not competitive
Lancer	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Will only quote Automobile Liability and Automobile Physical Damage - not competitive from a pricing stand-point.
National Interstate	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Will only quote Automobile Liability and Automobile Physical Damage - not competitive from a pricing stand-point.
TransitRe	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Can only offer Excess Automobile. Not competitive from a pricing standpoint
Liberty Mutual / Ironshore	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Indications not competitive at all on pricing or coverage.
Allianz	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Declined – Not a viable market for transit districts in Illinois at this time.
AIG	General Liability, Public Officials' Liability, Employment Practices' Liability, Automobile Liability, Umbrella Liability, Automobile Physical Damage, Property, and Inland Marine	Declined – Not a viable market for transit districts in Illinois at this time.
Genesis	Excess Liability	Quote
Euclid	Excess Liability	Declined - Cannot compete on pricing
Hudson	Excess Liability	Declined - Cannot compete on pricing
Old Republic	Excess Liability	Declined – no stand-alone transit
Markel	Excess Liability	Declined – no stand-alone transit
CFC	Cyber	Quote – \$6,543
HCC	Cyber	Quote – \$6,640
Coalition	Cyber	Indication ~ \$15,000. Not competitive on pricing or coverage terms & conditions.
Corvus	Cyber	Indication ~ \$15,000. Not competitive on pricing or coverage terms & conditions.
Chubb	Fiduciary	Quote – \$11,900

Ironshore	Storage Tank Pollution Liability	Quote
Hanover	Crime	Automatic renewal at \$3,008

IMPORTANT NOTE: The coverage represented is a summary of important elements of the actual insurance being procured. The policy, when issued, contains complete details of the coverage, and therefore, supersedes this proposal. Copies of the actual policy forms will be provided upon request.

Subjectivities

If an insurance carrier we approached on your behalf indicated that there is additional information required to confirm their quote or to complete their file, it is indicated below as a subjectivity.

Carrier	Subjectivities
Travelers	<ul style="list-style-type: none"> • Written Order to Bind
Chubb - Fiduciary	<ul style="list-style-type: none"> • Signed application • Provide current names of Board of Trustees • Most recent year-end statement of changes in fiduciary net position for each plan
Ironshore – Site Pollution/Tanks	<ul style="list-style-type: none"> • Signed Application
CFC or HCC – Cyber	<ul style="list-style-type: none"> • Written order to bind

Premium Summary

The following is a summary of the insurance carrier premiums quoted and payment plan options. For comparison purposes, we also included your expiring premium adjusted to current payroll and sales totals. The figures used in this calculation are as follows:

Item	Prior Year Values	Current Values	% Increase or Decrease
Vehicles	90	90	flat
Total Vehicle Values	\$27,866,388	\$32,496,642	+16.6%
Square Footage	123,334	123,334	flat
Property Values	\$39,320,500	\$42,144,910	7.2%

Coverage Carrier/AM Best Rating Payment Plan	Expiring Premium	Renewal Premium Travelers \$100,000 Retention	Renewal Premium Travelers \$250,000 Retention
Business Automobile* Travelers / A+, XV 25% + 3 Installments: Direct Bill	\$371,341	\$457,292	\$396,827
General Liability Travelers / A+, XV 25% + 3 Installments: Direct Bill	\$13,835	\$12,841	\$12,841
Public Officials & Employment Practices Liability Travelers / A+, XV 25% + 3 Installments: Direct Bill	\$22,953	\$25,949	\$25,949
Property & Equipment Travelers / A+, XV 25% + 3 Installments: Direct Bill	\$40,844	\$47,384	\$47,384
Umbrella Liability Travelers / A+, XV 25% + 3 Installments: Direct Bill	\$119,100	\$127,025	\$124,461
Excess Umbrella Liability Genesis / A++, XV Annual Pay: Agency Bill	\$180,000	\$227,161	\$227,161
Travelers Claim Fund	\$15,000	\$10,000	\$10,000
Subtotal	\$763,073	\$907,652	\$844,623

* Subject to annual audit

Note: Deposit premiums due upon binding

Premium Summary

Coverage Carrier/AM Best Rating Payment Plan	Expiring Premium	Renewal Premium Travelers \$100,000 Retention	Renewal Premium Travelers \$250,000 Retention
Fiduciary Chubb / A++, XV Annual Payment: Agency Bill	\$11,775	\$11,900	\$11,900
Crime Hanover / A, XV Annual Payment: Agency Bill (3 rd of 3 annual installments)	\$3,008	\$3,008	\$3,008
Site Pollution / Storage Tank Liberty Surplus (Ironshore) / A, XV Annual Payment: Agency Bill	\$4,582	\$4,840	\$4,840
Cyber* Liberty Surplus (Ironshore) / A, XV Annual Payment: Agency Bill	\$5,545	\$6,543	\$6,543
Subtotal	\$24,898	\$26,291	\$26,291
Subtotal Previous Page	\$763,073	\$907,652	\$844,623
Total Renewal Premium	\$787,971	\$933,943	\$870,914

*Houston Casualty Company has offered a quote for \$6,640. See coverage detail section.

**INTERGOVERNMENTAL AGREEMENT BETWEEN ROCKFORD MASS TRANSIT
DISTRICT ("RMTD") AND CITY OF ROCKFORD ("CITY")
FOR RMTD FACILITY EXPANSION**

WHEREAS, Article VII, Section 10(a) of the Constitution of the State of Illinois authorizes municipal corporations and other governmental entities to join together in intergovernmental agreements for the purpose of achieving statutory objectives and goals individually and jointly; and

WHEREAS, In 2018 RMTD adopted a Sustainability Policy guiding investments in the adoption of alternative fuel technology vehicles to reduce greenhouse gas emissions and to increase energy efficiencies. The policy includes the goal of transitioning its fleet to zero emission by 2036; and

WHEREAS, Since 2018 the RMTD has leveraged State and Federal funding to transition its fixed route fleet of forty-one (41) diesel buses to low or zero emission buses as follows to include, fifteen (15) diesel hybrid electric buses, six (6) battery electric buses, eight (8) hybrid electric buses to be delivered by October 2023, secured Federal funding to purchase four (4) more hybrid electric buses which are expected to be delivered mid-year of 2024, AND Secured Federal funding through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant in partnership with the City to purchase two (2) more battery electric buses; and

WHEREAS, RMTD combined Administration, Operations, and Maintenance Facility at 520 Mulberry Street (the "Transit Facility") was constructed 35 years ago and needs to be expanded to meet the current operating model; and

WHEREAS, RMTD proposes to expand the current facility onto adjacent property to the north (through acquisition of Mulberry right-of-way & Lot 13 Parking Lot) (hereinafter referred to as "the Project") to provide sufficient space to accommodate current and future fixed route and demand response vehicle storage needs while integrating battery electric charging infrastructure into the facility; and

WHEREAS, RMTD has received sufficient capital funding from Illinois Department of Transportation ("IDOT") and other sources to complete the facility expansion; and

WHEREAS, RMTD conducted a public engagement session at RMTD's Offices on June 30, 2022 to provide an opportunity for the public at large to review the project plans, ask questions and submit any additional concerns on the project; and

WHEREAS, the City supports the expansion of RMTD facility to meet community demand and reduce greenhouse gases; and

NOW, THEREFORE, in consideration of the covenants and mutual agreements contained herein, the parties agree as follows:

I. AUTHORITY

THIS AGREEMENT is entered between the City of Rockford, Winnebago-Ogle Counties, Illinois, a municipal corporation (hereinafter referred to as "City"), and the Rockford Mass Transit District

of, Winnebago County, Illinois, an Illinois Local Mass Transit District (hereinafter referred to as “RMTD”), pursuant to the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.).

II. PURPOSE

The purpose of this Agreement is to outline certain responsibilities and duties of the City and the RMTD to convey and construct improvements on certain real property located at (i) 208 N. Court Street, Rockford Illinois (PIN 11-23-301-005); (ii) 5XX Mulberry Street, Rockford, Illinois (PIN 11-22-426-004); (iii) 5XX Mulberry Street, Rockford, Illinois (PIN 11-22-426-003); (iv) 2XX N. Winnebago Street, Rockford, Illinois (PIN 11-22-285-003); (v) 2XX N. Winnebago Street, Rockford, Illinois (PIN 11-22-426-001); (vi) 201 N. Winnebago Street, Rockford Illinois (PIN 11-22-426-002), which, together as a single parcel, (“Lot 13 Parking Lot”) are located directly across Mulberry Street to the northeast of the Transit Facility and (vii) vacated Mulberry Street right of way adjacent to the Transit Facility and the Lot 13 Parking Lot (“Mulberry Street Right-of-Way” and collectively with the Lot 13 Parking Lot, the “Property”), with the Property being generally depicted as the shaded area on the attached Exhibit A.

III. TERM

The term of this Agreement shall be from _____ 2023, and shall expire on _____ 2024 unless sooner terminated or extended by written consent of the parties to satisfy the terms and conditions provided herein.

IV. PROJECT

RMTD expansion of the current facility onto adjacent property to the north (through acquisition of the Mulberry Right-of-Way & Lot 13 Parking Lot) to provide sufficient space to accommodate current and future fixed route vehicle storage needs while integrating battery electric charging infrastructure into the facility. The Project will result in the renovation and rehabilitation of the maintenance and storage areas in the current facility by reconfiguring and upgrading spaces to provide expanded space for vehicle maintenance functions to improve efficiencies. The current storage area will integrate battery electric charging infrastructure for future battery electric demand response vehicles. The Project will also relocate the current fixed route and demand response operations area on the second floor of the facility to a larger area on the ground floor in the current and expanded facility space and reconfigure/expand second floor Administration offices, training and meeting spaces. A solar array will be installed on the expanded facility roof as part of the Project. Finally, the project will include a public parking lot owned by RMTD between the expanded building and the north property line with access from Winnebago and Court Streets. The access drive for the public parking will also accommodate a bike route between Winnebago and Court Streets.

V. RMTD RESPONSIBILITIES

A. Construction Readiness.

1. RMTD shall provide, at its cost, all architecture and engineering design plans for the entire Project, including preparation of Plat of Subdivision and Mulberry Street Right-of-Way Vacation Plat.
2. RMTD shall secure funding to complete the Project in full and demonstrate such to the City including any conditions of approval for right-of-way vacation and Lot 13 parking lot transfer.
3. RMTD shall be responsible for obtaining all permits and approvals necessary to complete the Project. It is understood that some or all of the required permits will be obtained by RMTD after the City's conveyance of the Property to RMTD and RMTD's execution of a construction contract as set forth below.

VI. CITY RESPONSIBILITIES

A. City Land Conveyance of Property.

1. In consideration of RMTD expanding their facility, the City shall convey title to the Property to RMTD by vacating the Mulberry Street Right-of-Way and convey title to the Lot 13 Parking Lot, subject to public notice and Council approval, all at no cost to RMTD with said value to be used as matching funds in the acceptance of grant dollars for the Project.

VII. TIMELINE FOR VACATION OF RIGHT-OF-WAY AND LAND CONVEYANCE

1. RMTD and the City acknowledge that IDOT funding mandates require that IDOT conduct separate pre-bid and pre-bid award concurrence reviews prior to awarding bids for the Project. IDOT also requires that RMTD acquire title to the Property prior to executing a construction contract for the Project.
2. RMTD and the City agree that they shall take all necessary steps to prepare and approve the Plat of Subdivision and Mulberry Street Right-of-Way Vacation Plat (collectively, the "Plats") with the recording of the Plats and conveyance of the Lot 13 Parking Lot taking place upon (a) RMTD providing documentation to the City that the Construction Readiness steps have been completed or in process of completion to the City's reasonable satisfaction, (b) completion of the RMTD bidding process, (c) completion of IDOT pre-bid and pre-bid award concurrence review, and (d) RMTD Board approval of bid award (collectively, the "Conveyance Requirements"). Any extension of time necessary for the conveyance of the Property shall be mutually agreeable by the City and RMTD.
3. RMTD shall, at its cost, prepare and submit to the City a Final Plat of Subdivision for the Property and Mulberry Street Right-of-Way Vacation Plat which may be submitted as either combined or separate plats. The City shall not require a tentative plat and agrees to proceed directly to a Final Plat.

4. Upon receipt of the Plats, the City shall promptly take all actions necessary for City Council approval of a Subdivision Ordinance and Mulberry Street Vacation Ordinance along with approval for conveyance of the Lot 13 Parking Lot to RMTD all subject to RMTD completion of the Conveyance Requirements.
5. Upon written confirmation from RMTD that the Conveyance Requirements have been completed, the City shall execute the Plats and shall deliver to RMTD a warranty deed for the Lot 13 Parking Lot and the Plats and warranty deed shall be recorded with the Winnebago County Recorder's Office vesting title to the Lot 13 Parking Lot and the Mulberry Street Right-of-Way in RMTD. RMTD shall then proceed to execute a construction contract with the bid award recipient selected by RMTD following IDOT's pre-award concurrence.

VIII. CONSENT

Whenever the consent of the approval of one or both parties to this Agreement is required under this Agreement, such consent or approval shall not be unreasonably withheld.

IX. NOTICES

Notice to the City of Rockford and RMTD as provided for in this Agreement shall be addressed to:

Legal Director of the City of Rockford
425 E. State Street
Rockford, IL 61104

Executive Director
520 Mulberry Street
Rockford, IL

All notices shall be sent at a minimum by First Class Mail, postage prepaid.

X. WAIVERS

It is understood and agreed that nothing contained herein is intended or should be construed as in any way affecting the status of RMTD and the City, as separate, independent and distinct municipal corporations under Illinois or any other law. It is further understood and agreed that the entry into this Agreement by the City of Rockford and RMTD shall not operate or be construed as a way of preventing rights, claims or actions they may have against each other, including, but not limited to any claims resulting from providing officers to RMTD prior to the execution of the Agreement.

XI. HOLD HARMLESS

Each party of this Agreement shall indemnify and hold harmless the other party against all claims, suits, costs, expenses, judgments, and attorney's fees caused or occasioned by the actions or omissions of the other party or its employees.

XII. AUTHORITY

The City and RMTD each warrant to the other that they have the authority to enter into this Agreement and that the person or persons executing this Agreement on their behalf has been duly authorized to act as the representative or officer of each respective party in affixing their signatures to the Agreement. The City and RMTD hereto agree to sign such documents, enact such ordinances or resolutions, or perform such further obligations as may be necessary to effectuate the purposes of this Agreement.

XIII. AMENDMENTS

No changes, amendments, modifications or revisions of this Agreement, or any party thereof, shall be valid unless in writing and signed by the authorized agent of the City and by the Chairman of RMTD or his respective designee.

IN WITNESS WHEREOF, the parties have executed this Agreement of this _____ day of August, 2023.

CITY OF ROCKFORD, a Municipal Corporation

By _____
Thomas P. McNamara, Mayor

ATTEST:

By _____
Nicholas O. Meyer, Legal Director

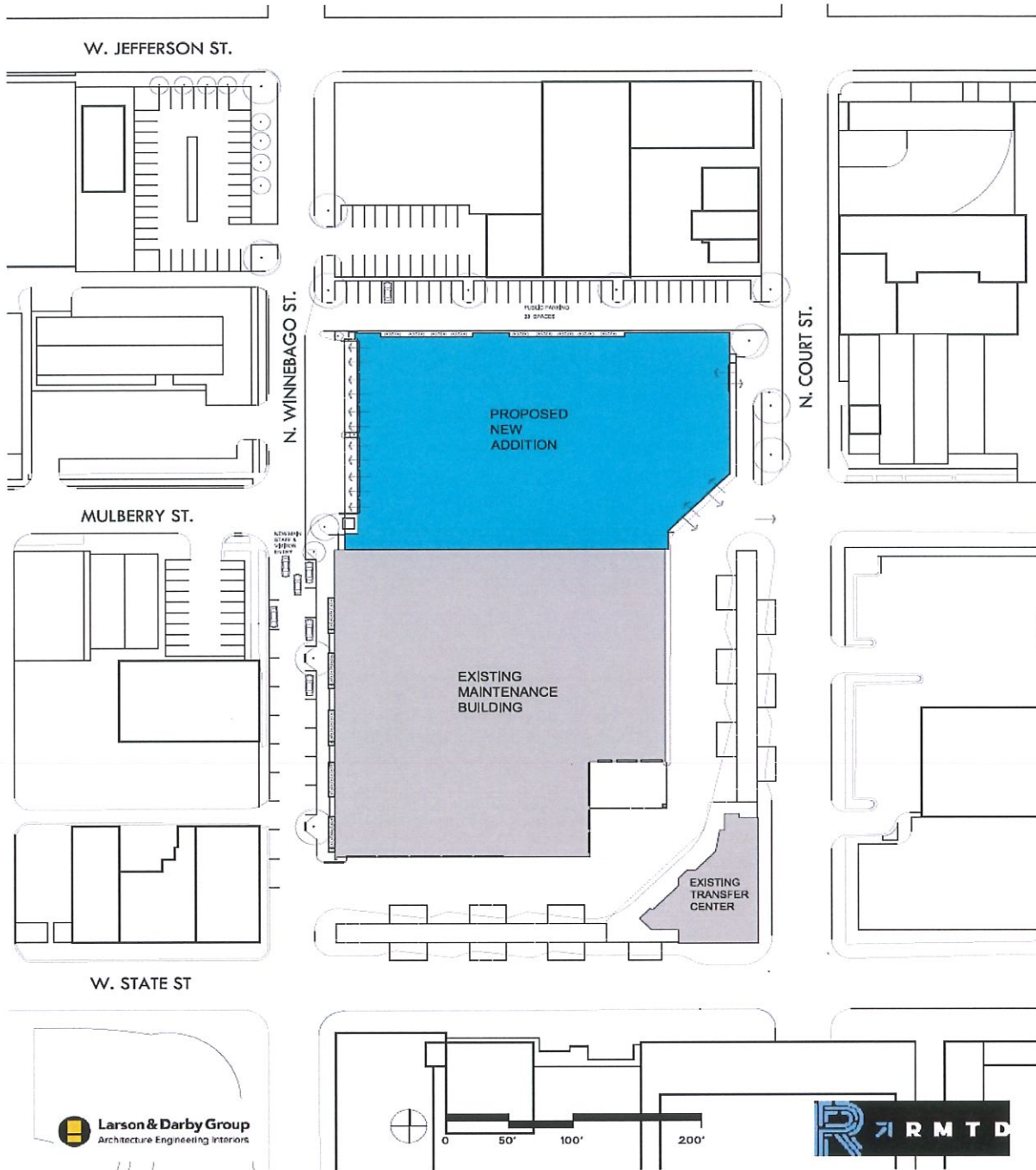
ROCKFORD MASS TRANSIT DISTRICT

By _____

ATTEST:

By _____

EXHIBIT A





RMTD CAMPUS FACILITY IMPROVEMENTS

Rockford Mass Transit District
529 Mulberry St.
Rockford, IL 61101 (815)
490-5016



CAMPUS LAYOUT AND PARKING EXHIBIT



TO: RMTD Board of Trustees
FROM: Michael Stubbe, Executive Director
DATE: 9/22/2023
RE: East Side Transfer Center - Approval of a Lease Agreement for Office Space

The RMTD East Side Transfer Center (ESTC) consists of four offices, a work/break room, a conference room, plus incidental entry and corridor totaling approximately 2,010 square feet of leasable space. This space is in addition to the main areas of the facility utilized for RMTD and intercity bus passenger waiting, RMTD staff office space and the RMTD Community Meeting Room.

In August 2022, following Board approval, RMTD entered into a three-year agreement with Rocktown Retail LLC, to lease two of the four offices spaces at the facility. RMTD has recently received a Letter of Intent (LOI) from an interested party to lease the remaining available office space at the ESTC.

Venn Digital Marketing has signed a LOI proposing to lease Offices #138, 139, 140, and 141 at 725 N. Lyford for an initial term of three years starting at \$1000/month (\$1050/month and \$1100/month in the 2nd and 3rd years) beginning December 01, 2023. The proposal also includes an option for a second three-year term.

Staff is seeking Board approval to authorize the Executive Director to execute a lease agreement with Venn Digital Marketing based on the terms outlined above and in the attached LOI. Note: the lease agreement is contingent on RMTD receiving incidental use concurrence from the Federal Transit Administration (FTA) prior to execution.



September 21, 2023

Venn Digital Marketing
% Malachi Brick
Dickerson Nieman
Via Email:
MalachiB@dickersonnieman.com

Letter of Intent: **Office Space at 725 N Lyford Rd, Rockford, IL 61107**

Dear Mr. Guevara,

We are pleased to present the following lease proposal outlining the general terms and conditions under which Rockford Mass Transit would consider as the basis for a lease agreement for space in the above referenced address. The terms and conditions are as follows:

TENANT:	Matt Guevara / Venn Digital Marketing
LANDLORD:	Rockford Mass Transit
PREMISES:	Offices 3, 4, Break/Work Room, and conference room (Unit #'s 138, 139, 140, and 141) collectively "the Premises". See attached Exhibit A.
LEASE TYPE:	Gross Lease
INITIAL TERM:	3 Years
OPTION:	Tenant shall have one (1) one (3) year renewal options by giving Landlord no less than six (6) month written notice of its intent to do so. Base Annual Rent to escalate at the same rate as the Initial Term.
BASE ANNUAL RENT:	Year 1 - \$12,000/ year (\$1,000/month) Year 2 - \$12,600/ year (\$1,050/month) Year 3 - \$13,200/ year (\$1,100/month)

The Rent shall be inclusive of all utilities, taxes, insurance, common area charges, and other fees, costs and charges; provided, however, that Lessee shall be responsible for all telephone and internet services used by Lessee (including the cost of installing and/or activating such services and any charges associated with them).

RENT

COMMENCEMENT: The Rent Commencement Date shall be 12/1/23

LEASE

COMMENCEMENT: Lease Commencement Date 12/1/23

USE: Tenant may use and operate the Premises as a digital marketing office ("Permitted Use").

POSSESSION DATE: Landlord shall cause the Premises to be ready to be delivered to Tenant on the Lease Commencement Date, The Possession Date.

LANDLORD'S WORK: Landlord's Work shall be delivering the premises in "as-is" condition.

MAINTENANCE: Landlord shall, at Landlord's own expense, repair, maintain, and replace the structural portion of the Premises including the walls, roof, floors, and internal pipes, conduits, ducts, wires, drains, and all facilities for plumbing, electricity, heating, and air conditioning, except for damage or injuries to the Premises occasioned by Lessee's failure to exercise ordinary care in the occupation thereof. Provided, however, Lessee agrees to perform, at its expense, and be responsible for performing items of routine maintenance to the Leased Premises which involve the replacement of components which might be considered consumables (e.g., replacement of light bulbs, light ballasts, light switches). Lessee shall promptly notify Landlord in writing of any damage or condition rendering the Premises untenable, and Landlord shall not be charged with knowledge of such condition, for purposes of Landlord's duty to repair the same, prior to receipt of such written notice.

TENANT

IMPROVEMENTS: Upon the Possession Date the Tenant may conduct its improvements of the Premises provided such improvements are in accordance with local, state, and federal regulations, whichever applies and with prior written approval from Landlord which shall not be unreasonably withheld.

GOOD FAITH: Landlord agrees that during the negotiation of this transaction, Landlord will negotiate in good faith and will not engage in negotiations with other tenants for the subject Premises. Tenant agrees that during the negotiation of this transaction, Tenant will negotiate in good faith and will not engage in negotiations with other landlords for the same deal.

LEASE AGREEMENT: Within 10 days of the Landlord Board Approval, the Landlords shall provide the Tenant a draft lease agreement based on the terms outlined within this letter.

BROKERS: Nathan Bryant of Bryant Commercial Group, Keller Williams Realty Signature is the broker of record representing the Landlord. Malachi Brick of Dickerson Nieman is representing the Tenant. The parties acknowledge that no other brokers are involved in this transaction.

SECURITY DEPOSIT: First and last month's rent Security Deposit required.

LANDLORD

BOARD APPROVAL: This Letter of Intent is contingent upon the RMTD Board approval, which is projected to occur on 9/25/2023.

NON-BINDING: This proposal Letter of Intent is not considered a contractual obligation but rather an expression of agreeable business terms between the parties. Any firm obligation of either party is subject to negotiation of a definitive lease agreement which will be mutually satisfactory to both parties.

We appreciate the opportunity to be considered for tenancy and look forward to a mutually beneficial relationship. To the extent you have any questions or concerns, please reach out to me directly.

Sincerely,

Nathan Bryant, CCIM Bryant
Commercial Group, KWRS

ACCEPTANCE OF PROPOSAL: TENANT

Matt Guevara
Venn Digital Marketing

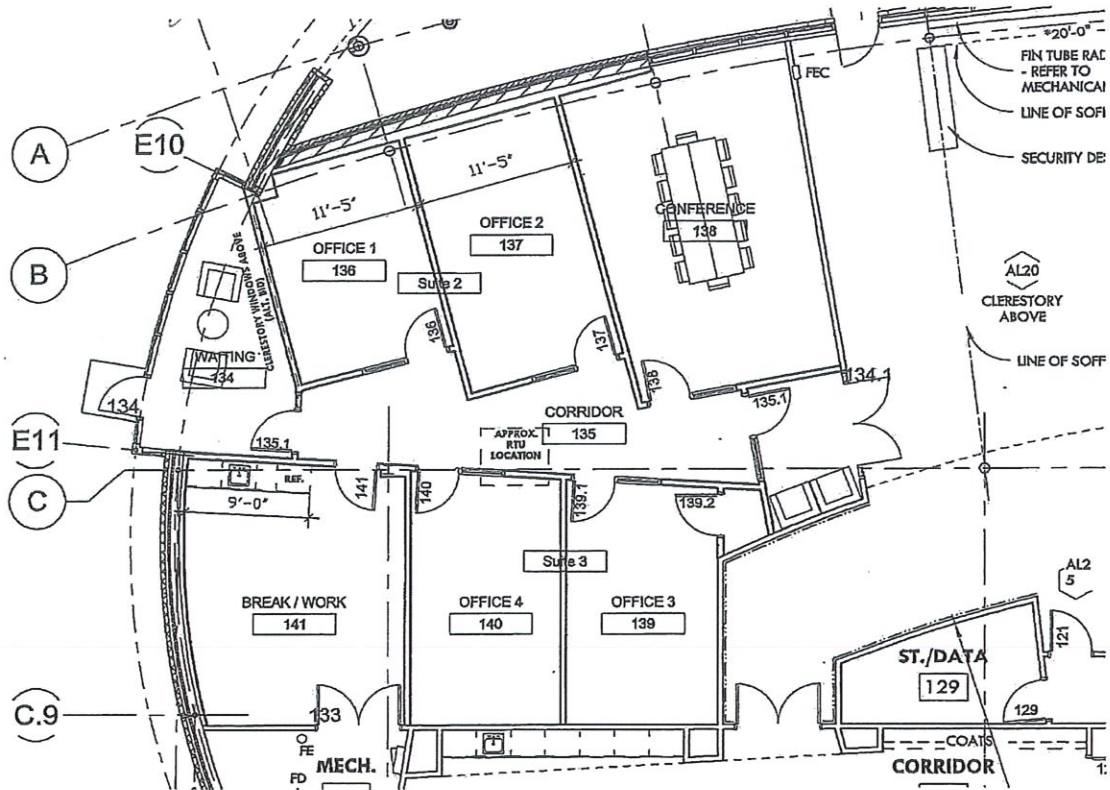
By:  Matt Guevara
Name: Matt Guevara
Title: Owner
Date: 09-21-23

ACCEPTANCE OF PROPOSAL: LANDLORD

Rockford Mass Transit

By: _____
Name: _____
Title: _____
Date: _____

Exhibit A – Premises



**ADDENDUM TO INTERGOVERNMENTAL AGREEMENT
TO PROVIDE DEMAND RESPONSE SERVICE
TO THE STATELINE MASS TRANSIT DISTRICT**

This Addendum to the Intergovernmental Agreement to provide Demand Response Service to the Stateline Mass Transit District ("IGA") is made and entered into this ____ day of September, 2023, by and between the Rockford Mass Transit District, a local Mass Transit District organized and existing pursuant to the Illinois Local Mass Transit District Act ("RMTD"), and the Stateline Mass Transit District organized and existing pursuant to the Illinois Local Mass Transit District Act ("SMTD").

WHEREAS, SMTD and RMTD desire to amend portions of the Intergovernmental Agreement regarding the Reimbursement for Demand Response Services; and

WHEREAS, SMTD and RMTD are authorized by Section 5 of the Intergovernmental Cooperation Act, 5 ILCS 220/5 and Section 10, Article VII of the Illinois Constitution, to contract with each other to provide these services;

NOW THEREFORE, in consideration of the premises and covenants contained herein, the parties agree to the following amendments to the IGA to be effective July 1, 2023:

2. Demand Response Services.

- c. Monthly Payment of Estimated Actual Net Cost. The parties agree that a reasonable estimate of the Actual Net Cost of providing Demand Response services during the Current Term (Fiscal Year 2024) of this Agreement is \$56.13 per trip. During the term of this Agreement, SMTD agrees to pay RMTD at the end of each month the actual total amount of trips reported for the month times the aforementioned estimated rate less the farebox recovered by RMTD.

In addition to the cost of the actual total amount of trips, the estimate of the Actual Net Cost includes a separate estimated Administrative Expense that is calculated based on SMTD's total expenses as a percentage of RMTD's total Paratransit expenses applied to the cost of labor plus fringe of RMTD's Administrative Staff. RMTD will submit a bill monthly reflecting the estimated Administrative cost (Administrative cost for Grant Services are not included in the Administrative Expense).

- e. In addition to the above Estimated Actual Net Cost of passenger service, the SMTD will reimburse the RMTD for Dead Head trips on a monthly basis at the regular cost per trip rate for the Term of this Agreement.

Dead Head trips are defined as those vehicle trips operated for SMTD's base level of service daily (six (6) trips per day on Weekdays, four (4) trips on Saturday and two (2) trips on Sunday) that leave the RMTD Garage without a scheduled pick-up or drop off in the RMTD service area prior to proceeding into the SMTD service area. On the return to the RMTD garage a trip that does not have a passenger scheduled to drop off or pick-up

in the RMTD service area.

All portions of the IGA not affected by this Addendum shall remain unchanged from the IGA between the parties signed in December 2022.

The parties below agree to the terms and conditions of this Addendum.

Rockford Mass Transit District,
an Illinois Municipal Corporation

By: _____

Date: _____

Stateline Mass Transit District,
an Illinois Municipal Corporation

By: _____