



**ROCKFORD MASS TRANSIT DISTRICT
BOARD OF TRUSTEES BOARD MEETING #987
Monday, January 22, 2024 at 3:30 p.m.**

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

<https://zoom.us/j/94936474186?pwd=TDc0QzZqS2c3UDJPL0d5K0J6Y3lOUT09>

Meeting ID: 949 3647 4186
Passcode: 796088

*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 #985 & #986 (December 11 & December 21, 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:
 - AGHL Law/Services Rendered through November 30, 2023
 - Williams & McCarthy/Services Rendered through November 21 & December 18, 2023
 - Approval of Accounts Payable Invoices
- b) Approval of Unaudited Financial Statements for October, 2023
- c) Pension Portfolio Review for period ending December 31, 2023 and Pension Investment Statement for month ending November 30 & December 31, 2023 – *Presented by Jeffrey DiBenedetto*

E-3 OPERATIONS

- a) Fixed Route Ridership Statistics Report for November & December, 2023 and Demand Response Statistics Report for October, November & December, 2023
- b) Fixed Route Bus Service to Belvidere

E-4 MAINTENANCE (VEHICLE & FACILITIES)

- a) Report on Fixed Route Buses & Paratransit Vehicles for December, 2023
- b) Maintenance & Facilities Update Report – for January, 2024
- c) Facilities Expansion Update – (*verbal*)

E-5 HUMAN RESOURCES

- a) RMTD Claims History for November & December, 2023

E-6 MARKETING

- a) Approval of Advertising Contract(s)
- b) Black History Month – RMTD Commemoration

E-7 GRANTS

- a) FY'23 Fixed Asset Final Inventory Review

E-8 SAFETY & TRAINING

- a) Safety & Training Update Report for December 2023

E-9 OTHER BUSINESS

- a) Award Telephone Technical Consultant Service
- b) Approval of Resolution No. R-24-01 – RMTD 457 Plan Amendment

E-10 NEXT MEETING SCHEDULED:

- a) Tuesday, February 20, 2024 at 3:30 PM
- b) Friday, March 22, 2024 at 3:30 PM

F-ORDER OF ADJOURNMENT



ROCKFORD MASS TRANSIT DISTRICT

Board of Trustees Board Meeting #986 Minutes
Thursday, December 21, 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://zoom.us/j/94936474186?pwd=TDc0QzZqS2c3UDJPL0d5K0J6Y3lOUT09>

Meeting ID: 949 3647 4186
Passcode: 796088

*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
Dan Engelkes – Director of Operations
Christina Gibson – Paratransit Coordinator
Erin Jenkins – Executive Assistant & Assistant Board Secretary
Tak Chow - IT

GUEST(S)/PUBLIC PRESENT:

Makenzee Wilcox – *RIPC*

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 December 21, 2023. The motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

OTHER BUSINESS

(a) Approval of RFP-23-03 – Demand Response Software

The Executive Director stated RMTD advertised for Demand Response Software proposals on August 31, 2023. Due to an abundance of inquiries submitted during the Approved Equals process, the bid opening was pushed back to October 30, 2023. There were six proposals received that were determined to be responsive.

The Executive Director stated the Selection Committee, which includes Ron Priddy, Christina Gibson, Dan Engelkes, Paula Hughes, Tak Chow, Sharon Hecox (SMTD), and Erin Marshal (Boone County), reviewed the proposals and ranked all six.

RMTD reached out to the top three ranked firms (Econolane, RideCo., and Tripspark) and requested demonstrations of their software. Those demonstrations were completed last week.

During the demonstration with Tripspark, it was noted that they had included a Trip Brokering Service that was not included in our RFP. Tripspark removed the cost for that service from their proposal cost. That reduction is reflected in the above values.

The Selection Committee updated their evaluations of those three vendors calculating scores using information from the proposals, demonstrations and references. The Selection Committees' scores were summarized. Tripspark has been rated with the highest score and is both responsive and responsible.

The Grants & Procurement Manager stated RMTD will be utilizing Federal 5310 funds to purchase the Demand Response Software.

The Executive Director stated RMTD Staff are requesting that the RMTD Board of Trustees approve the award to Tripspark for the procurement of the Demand Response software for a total not to exceed \$396,607.

The Board Vice Chairman asked for and received a motion to approve the award RFP-23-03 to Tripspark for the procurement of the Demand Response Software for a total not to exceed \$396,607. With no further discussion, the motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

(b) Approval of Portable Charger Award

The Executive Director stated RMTD has received a quote for a Chargepoint Express 250 portable charging station with two power modules. This allows RMTD to charge our Battery Electric Buses without hooking to the mounted charging system installed in the Mulberry facility.

This portable charging station must be purchased through Chargepoint directly as this portable charging station requires continuity between our current mounted chargers already utilized software as well as their already established support.

Chargepoint has given us a quote of \$80,000 for the charging station. As this will be a Sole Source procurement, RMTD has performed a Cost Analysis and has decided that this purchase price is fair and reasonable.

The Grants & Procurement Manager stated RMTD will be utilizing the remaining State of Illinois REBUILD 1 Capital funds of \$36,284 as well as Federal 5339 Capital funds of \$43,716. No local funds will be needed for this procurement.

The Executive Director stated RMTD Staff are requesting that the RMTD Board of Trustees approve the award of a Portable Charging Station to Chargepoint for a total of \$80,000.

The Board Vice Chairman asked for and received a motion to approve the award of a Portable Charging Station to Chargepoint for a total of \$80,000. With no further discussion, the motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

NEXT MEETING SCHEDULE

The next RMTD Board of Trustees Meeting will be on Monday, January 22, 2024 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 3:45 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 #985 Minutes
Monday, December 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
Stephen K. Ernst – Board of Trustees, Vice Chairman
David Sidney – Board of Trustees, Secretary/Treasurer

STAFF:

Michael Stubbe – Executive Director
Susan Campbell – Human Resources Manager
Orlando Toatley – Marketing Specialist
George Orth – Maintenance Manager
Ron Schoepfer – Director of Finance
Paula Hughes – Grants & Procurement Manager
Erin Jenkins – Executive Assistant & Assistant Board Secretary
Tak Chow - IT

GUEST(S)/PUBLIC PRESENT:

Makenzee Wilcox, *RIPC*
Jodi Dobson, *Baker Tilly*
Attorney Jim Pirages, *AGHL Law Firm*

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 December 11, 2023. With no further discussion, the motion was seconded by the Secretary/Treasurer. The motion passed by a unanimous voice vote.

APPROVAL OF MINUTES:

The Minutes of the October 23, 2023 RMTD Board of Trustees Meeting were reviewed. The Board Chairman asked for and received a motion to approve the Minutes of October 23, 2023. With no further discussion, the motion was seconded by the Secretary/Treasurer. The motion passed by a unanimous voice vote.

A-COMMUNICATIONS:

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

(a) General Update

The Executive Director stated there was no update report at this time.

E-2 FINANCE

(a) Payment of Bills:

- AGHL Law Office/Services Rendered through August 31, 2023
The above payment of bills was presented for the Board of Trustees' review.
- Williams & McCarthy/Services Rendered through October 24, 2023
The above payment of bills was presented for the Board of Trustees' review.
- Approval of Accounts Payable Invoices

The Accounts Payable Invoices totaling \$711,432.99 were presented for the Board of Trustees' review and approval. The Board Vice Chairman asked for and received a motion to authorize the payment of the accounts payable invoices totaling \$711,432.99. The motion was seconded by the Board Secretary/Treasurer. With no further discussion, the motion passed by a unanimous voice vote.

(b) Approval of Fiscal Year End June 30, 2023 Draft Audited Financial Statements/Report - Presented by Ms. Jodi Dobson, Baker Tilly

Ms. Dobson of Baker Tilly reviewed the audit process and reviewed the overall results. She noted the report is draft because Baker Tilly is still waiting on a few administrative items along with an attorney letter which should be finalized by the end of the week. She stated the financial statements and related controls are RMTD managements' responsibility and it is Baker Tilly's responsibility to design and perform tests to obtain reasonable assurance. She added the financial statements give a fair presentation of the financial position and operations of RMTD for the years ended June 2023 and 2022. Ms. Dobson stated there was no material compliance findings related to audit required by the Uniform Guidance and RMTD is in compliance with the federal grant funding agreements. Ms. Dobson added there were no findings related to IDOT funding. Ms. Dobson reviewed some of the financial highlights. Ms. Dobson reviewed the

recommendations made to RMTD for this year and provided prior year updates. Ms. Dobson stated the overall audit went well. Ms. Dobson noted along with the Fiscal Year End 2023 Draft Audit, an audit of the RMTD Pension Fund was also performed. The Secretary/Treasurer asked for and received a motion to accept and approve the RMTD Fiscal Year End June 30, 2023 Draft Audit Report presented by Baker Tilly. The motion was seconded the Board Vice Chairman. With no further discussion, the motion passed by a unanimous voice vote.

(c) Approval of Unaudited Financial Statements for September, 2023

The Executive Director presented the unaudited Financial Statements for September, 2023 for the Board's review. The Board Secretary/Treasurer asked for and received a motion to approve the unaudited financial statements for September, 2023. With no further discussion, the motion was seconded by the Board Vice Chairman. With no further discussion, the motion passed by a unanimous voice vote.

(d) Pension Portfolio Review for periods through December 5, 2023 and Pension Investment Statement for month ending in October 31, 2023

The Executive Director presented the Portfolio Review Summary for periods through December 5, 2023 to the Board of Trustees for their review and discussed some of the highlights.

The RMTD Pension Trust Investment Statement of Account Summary for month ending October 31, 2023 was also presented to the Board of Trustees for their review.

E-3 OPERATIONS

(a) Fixed Route Ridership Statistics Report for October, 2023

And Demand Response Statistics Report for September, 2023

The Executive Director presented the Fixed Route Ridership Statistics Report for October, 2023 along with Demand Response Statistics Report for September, 2023.

(b) Demand Response Software RFP Update

The Executive Director stated RMTD anticipated finishing up the review process by now but RMTD was not able to coordinate all the vendor demonstrations prior to this Board meeting. Once the vendor demonstrations are completed, RMTD will finalize the review of the evaluations and present a recommendation to the Board at a special board meeting as soon as possible to award the Demand Response Software RFP.

(c) RLS Paratransit Dispatch and Scheduling Assessment Report

The Executive Director stated a Consulting Service, RLS, assisted RMTD in developing the Demand Response Software RFP. While RLS Consultants were onsite, they observed the Paratransit staff and operating services. The Paratransit Dispatch and Scheduling Assessment Report summarizes their feedback of their assessments and provided recommendations and suggestions on ways to improve. RMTD will continue to reference their report on ways to improve such as ongoing training for staff and management.

E-4 MAINTENANCE - VEHICLES & FACILITIES

(a) Report on Fixed Route Buses & Paratransit Vehicles for October/November, 2023

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

(b) Maintenance & Facilities Projects Update Report – November/December, 2023

The Director of Operations presented a Maintenance and Facilities update report for October, 2023 to the Board of Trustees. An update was provided and a discussion ensued regarding the charging infrastructure/sprinkler upgrades, shelters, new parking lot, next bus order and facility expansion project.

(c) Facility Expansion Update

The Executive Director stated RMTD has had several meetings with Larson & Darby and we are in the process of finalizing the pre-bid package to send to IDOT. He noted IDOT is still in the process of finalizing the grant agreement as well.

(d) Approval of 2023/2024 Diesel Fuel Contract

The Executive Director stated RMTD's current diesel fuel contract expires December 31, 2023. Staff recently requested and received quotes for future diesel fuel prices. Al Warren Oil submitted a quote for \$2.79 per gallon and Conserv FS quoted \$2.72 a gallon. RMTD Staff recommended and requested approval to award a one-year contract for diesel fuel, at \$2.72 per gallon to Conserv FS. This contract would begin on January 1, 2024.

The Board Chairman asked for and received a motion to award a one-year contract for diesel fuel, at \$2.72 per gallon, to Conserv FS. The motion was seconded by the Board Vice Chairman. With no further discussion, the motion passed by a unanimous voice vote.

E-5 HUMAN RESOURCES

(a) RMTD Claims History for October, 2023

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

E-6 MARKETING

(a) Approval of Advertising Contract(s)

The Marketing Specialist presented the following advertising contracts for Board approval:

- Goodwill Industries
- Galapagos
- Winnebago County Health Department

The Board of Trustees reviewed the advertising contract(s) noted above. The Board Chairman asked for and received a motion to approve the advertising contract(s). The motion was seconded by the Board Secretary/Treasurer. With no further discussion, the motion passed by a unanimous voice vote.

(b) Approval of RMTD Fixed Route Fare Pilot - Fare Capping

The Executive Director stated one of the Goals under the General Recommendations approved by the Board as part of the Comprehensive Mobility Analysis was to ensure that all types of riders can easily navigate the fixed route system by providing user-friendly fare options through a strategy to introduce fare-capping options for mobile ticketing.

He stated fare capping limits how much individuals pay for all their trips in a day, week or month. Once an individual's pass purchases and activations in a day, week or month add up to the value of a higher value pass they will automatically be provided the higher value pass to use for the remaining period of time. Fare capping has been successful in several cities and benefits lower-income riders, who often are challenged by the higher upfront cost of passes which may result in them paying more when they choose only to purchase single rides.

He stated, for example, an individual purchases and activates a single ride ticket costing \$1.50 on the Token Transit App and then purchases a second single ride ticket on the app, they will automatically earn an all-day pass after activating and taking the second ride in the same day. The process works on the Token Transit App all the way up to RMTD's 30-day pass which costs \$55. Once a customer has spent \$55 on fares (single ride, all day passes and/or 7-day passes) in a single month, they will automatically be credited a 30-day

pass to receive unlimited rides for the remainder of the month. The Token Transit software would also refund the difference of funds that exceed the upgraded fare.

RMTD Staff is requesting the Board approve a one-year Fare Pilot for fare capping on the fixed route system utilizing the Token Transit App. Staff will review the data during the Fare Pilot to determine whether to recommend a permanent fare policy change to the Board. If approved, the desired launch date for activation of the program would be Wednesday, December 20th, 2023.

He added by implementing this Fare Pilot with the Token Transit App on the fixed route system, individuals will be rewarded for riding more. RMTD Staff believes that Fare Capping is a great marketing tool that can be used to entice the public to ride our services, while also helping to ensure individuals have the opportunity to receive appropriately priced fares based on usage.

The Board Chairman asked for and received a motion to approve the RMTD Fixed Route Fare Pilot of Fare Capping. The motion was seconded by the Board Vice Chairman. With no further discussion, the motion passed by a unanimous voice vote.

E-7 GRANTS

No Report

E-8 SAFETY & TRAINING

(a) Safety & Training Update Report - December, 2023

The Safety & Training Update Data Report for December, 2023 was presented to the Board of Trustees for their review.

(b) Approval of RMTD's Agency Safety Plan (PTASP) Program 2023 Annual Review

The Executive Director stated as part of the adopted Agency Safety Plan's (ASP) requirements, a review of the plan must be conducted annually. As per FTA guidance, following the annual review and adoption of the ASP by the Agency's Safety Committee, any changes to the plan must be communicated and adopted by the Accountable Executive and Board of Trustees.

Recently, the RMTD joint labor-management safety committee conducted a review of the ASP in preparation to meet the requirement of submitting it for board approval. As part of the review, the safety performance data from fiscal year 2023 was compared to the performance targets adopted in 2020. Since the safety performance in fiscal year 2023 was in line with the adopted performance targets, the committee agreed that no changes to the performance targets were needed as part of the annual review.

The only change to the ASP this year is the addition of the RMTD's Blood Borne Pathogens program to the Appendix of the ASP (which was presented for the Board review). This was a recommendation RMTD received as part of the FTA Triennial Review conducted in May of this year.

The committee agrees that there are no further updates or additions that need to be made to the ASP as part of the annual review and recommend it be adopted and accepted by the RMTD Board of Trustees on this date.

The Board Chairman asked for and received a motion to adopt and approve RMTD's Agency Safety Plan (PTASP) Program 2023 Annual Review as presented. With no further discussion, the motion was seconded by the Board Vice Chairman. The motion passed by a unanimous voice vote.

E-9 OTHER BUSINESS

(a) Award of RFP-23-01 – Owners Representative, Project Manager

The Executive Director stated RMTD Staff would like to ensure the large Mulberry Street Facility Renovation and Expansion Construction Project is effectively and efficiently managed with the best results possible. As our previous Project Manager has retired, RMTD now has limited in-house expertise to provide sufficient project management and oversight for this construction project. RMTD is recommending contracting with an Owners Representative, Project Manager.

The Executive Director noted RMTD advertised for proposals for an Owners Representative, Project Manager, to assist staff with the large Mulberry Street Facility Renovation and Expansion Project.

Two proposals were received that were well above our estimate. RMTD discussed in house and went back to both companies and requested that they complete a best and final proposal that did not encompass a whole team, as both Architect and Engineering Services have already been acquired, but just project manager services limited to 1 to 1 ½ FTEs. Those Best and Final quotes were priced at:

CCS International, Inc. \$776,236.00

Patrick Engineering Inc. \$850,883.98

The Executive Director stated the Selection Committee, which included Dan Engelkes, Lawrence Tennial and Paula Hughes, reviewed the original proposals, the best and final proposals, and checked references before completing their individual evaluations. CCS came in with the highest combined score and has been determined to be both responsive and responsible. CCS International, Inc. services will extend over 113 weeks.

The Grants & Procurement Manager stated RMTD will be utilizing State REBUILD 3 Capital funds for the first \$304,626 and then will utilize IDOT DOAP funds, along with a 35% local match, for the remaining \$471,610.

RMTD Staff are requesting that the RMTD Board of Trustees approve the award to CCS International, Inc. for Owner's Representative Services for a total of \$776,236.

The Board Vice Chairman asked for and received a motion to approve the award RFP-23-01 – to CCS International, Inc. for the Owner's Representative Services for a total of \$776,236. With no further discussion, the motion was seconded by the Board Secretary/Treasurer. The motion passed by a unanimous voice vote.

(b) Approval of Tenant Lease Agreement at the East Side Transfer Center (725 N Lyford Road)

The Executive Director stated that the RMTD East Side Transfer Center (ESTC) consists of approximately 2,010 square feet of leasable office space that is current occupied by tenants. 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.

He stated in addition to the areas outlined above, the ESTC has 420 square feet of office space that was previously utilized by the Rockford Police Department (RPD) as a Police Substation under an IGA between the two parties. RPD formally terminated the IGA for the space in 2019 after vacating the space nearly two years prior.

RMTD has recently received a Letter of Intent (LOI) from an interested party to lease the remaining available office space at the ESTC.

Crowley Services, a residential and commercial cleaning business, has signed a LOI proposing to lease Office #103 at 725 N. Lyford for an initial term of three years starting at \$420/month (\$432.60/month and \$445.58/month in the 2nd and 3rd years) beginning January 01, 2024. 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 Crowley Services 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.

The Board Chairman asked for and received a motion to approve the tenant lease agreement at the East Side Transfer Center (725 N Lyford Road) between RMTD and Crowley Services as presented. With no further discussion, the motion was seconded by the Board Secretary/Treasurer. The motion passed by a unanimous voice vote.

- (c) 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) pursuant to 5 ILCS 120/2(c)(21) of the Illinois Open Meetings Act

At approximately 4:16 p.m., the Board Chairman asked for and received a motion to enter into 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. With no further discussion, the motion was seconded by the Board Secretary/Treasurer. The motion passed by a unanimous voice vote.

The meeting reconvened into General Session.

- (d) Approval of IBEW Contract (November 1, 2023-October 31, 2026)

The Board Vice Chairman asked for and received a motion to approve the Collective Bargaining Agreement between RMTD and Local 196 IBEW for the term November 1, 2023 – October 31, 2026. With no further discussion, the motion was seconded by the Secretary/Treasurer. The motion passed with a unanimous voice vote.

With no further discussion, the motion was seconded by the Board Chairman. The motion passed by a unanimous voice vote.

E-10 NEXT MEETING SCHEDULE

The next RMTD Board of Trustees Meeting will be on Thursday, December 21, 2023 at 3:30PM.

F-ORDER OF ADJOURNMENT

A motion was made and received to adjourn. The motion was seconded and passed. The Board Meeting adjourned at 5:11 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) #987

December 6, 2023

AGHL Law

\$ 13,612.50

Invoices for professional services rendered through November 30, 2023 in connection with general employment matters.

	Previous Fiscal Year	Current Month's Bill	Current Fiscal Year
General Employment:			
July Services	550.00		715.00
August Services			1,540.00
September Services	1,787.50		82.50
October Services	2,640.00		275.00
November Services	515.46	907.50	907.50
December Services	1,705.00		
January Services	3,300.00		
February Services	3,575.00		
March Services	1,457.50		
April Services	7,260.00		
May Services	907.50		
June Services	467.50		
Total	24,165.46	907.50	3,520.00
ATU Bargaining	115,540.00	1,210.00	34,485.00
IBEW Bargaining		11,495.00	22,000.00
Total	139,705.46	13,612.50	60,005.00

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

E-2 (A) #987

December 20, 2023

Williams & McCarthy invoice(s): \$ 2,928.00

Invoices for professional services rendered through December 18, 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
September Services	697.00		
October Services	1,309.00		368.00
November Services			2,183.00
December Services	3,625.00	1,887.00	1,887.00
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	1,887.00	5,324.50
Negotiations			
Other	59,598.50	1,041.00	5,405.06
Total	70,777.00	2,928.00	10,729.56

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

E-2 (A) #987

November 27, 2023

Williams & McCarthy invoice(s):	\$ 2,183.00
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Invoices for professional services rendered through November 21, 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
September Services	697.00		
October Services	1,309.00		368.00
November Services		2,183.00	2,183.00
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	2,183.00	3,437.50
Negotiations			
Other	59,598.50		4,364.06
Total	70,777.00	2,183.00	7,801.56



Invoices to be Approved by the Board

E-2(A) #987

January 22, 2024

Total invoices to be approved: \$762,913.79

Vendor	Reason	Invoice Number	Invoice Total
Absolute Fire Protection	Special Fire Suppression	123123	\$ 11,417.40
Allen Galluzo Hevrin Leake, LLC	Lawyer Fees	23400	\$ 11,495.00
Avail Technologies	Fleet-Net Conversion	SI106372	\$ 53,071.76
Avail Technologies	Fleet-Net Conversion	SI106405	\$ 19,730.00
BCCA	Boone County Trips	IUDec23	\$ 56,030.75
City of Rockford	Gasoline	403384	\$ 28,068.72
Conserv FS, Inc.	Diesel	46000575	\$ 19,808.42
Conserv FS, Inc.	Diesel	46000588	\$ 19,808.42
Conserv FS, Inc.	Diesel	46000600	\$ 19,805.71
Conserv FS, Inc.	Diesel	46000605	\$ 19,952.42
Metro Enforcement	Security Services	58793	\$ 37,473.42
Rock Valley College	Electric Bus Classes	743	\$ 10,000.00
Routematch	Routematch Support	RMSMA00001866	\$ 32,515.67
Stenstrom	Parking Lot Construction	30458.02	\$ 161,596.80
Estimates			
Professional Benefit Administrators	February Health Insurance		\$ 43,000.00
Pre-approved by Board Secretary			
Clever Devices	Hosting Fees	PI00015462	\$ 43,288.00
Travelers	Insurance Policies	20231229	\$ 154,106.50
City of Rockford	Permit Fees		\$ 21,744.80
Total:			\$762,913.79

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024		From Period 4		Division: ** Consolidated Report				As of: 12/15/2023	
Thru Fiscal Year: 2024		Thru Period 4							
Oct-2023	Budget	Variance	Var/Bgt Var %		Jul-2023 Oct-2023	Budget	Variance	Var/Bgt Var %	
			>	400.00.00 REVENUE					
			>						
			>	401.00.00 Operating Revenue					
34,228.66	26,170.83	8,057.83	30.79%	401.01.00 Full Fare Adults	118,916.84	104,683.32	14,233.52	13.60%	
42,726.00	38,267.25	4,458.75	11.65%	401.01.05 Demand Response Fares	157,279.85	153,069.00	4,210.85	2.75%	
1,617.00	2,523.00	-906.00	-35.91%	401.01.10 Machesney Park Demand Response Fares	5,778.00	10,092.00	-4,314.00	-42.75%	
1,635.00	2,944.00	-1,309.00	-44.46%	401.01.15 Loves Park Demand Response Fares	6,348.00	11,776.00	-5,428.00	-46.09%	
1,371.95	1,000.00	371.95	37.20%	401.01.20 Full Adult Fares - Night	5,698.96	4,000.00	1,698.96	42.47%	
2,211.00	2,179.50	31.50	1.45%	401.01.25 SMTD Fares	8,461.50	8,718.00	-256.50	-2.94%	
1,337.84	1,252.00	85.84	6.86%	401.01.26 BCCA Revenue	6,433.52	5,008.00	1,425.52	28.46%	
529.29	595.83	-66.54	-11.17%	401.01.30 Machesney Park Service Farebox	2,232.36	2,383.32	-150.96	-6.33%	
166.25	108.33	57.92	53.47%	401.01.35 Cherry Valley Service Farebox	584.25	433.32	150.93	34.83%	
41.50	0.00	41.50	100.00%	401.01.40 Cherry Valley Demand Response Fares	161.50	0.00	161.50	100.00%	
1,450.41	1,354.17	96.24	7.11%	401.01.45 Loves Park Revenue	5,643.69	5,416.68	227.01	4.19%	
243.00	0.00	243.00	100.00%	401.02.00 University Pass	1,458.00	0.00	1,458.00	100.00%	
0.00	0.00	0.00	0.00%	401.03.00 Student Fares	37.50	0.00	37.50	100.00%	
67.50	100.00	-32.50	-32.50%	401.05.00 Disable Riders Fares	877.50	400.00	477.50	119.38%	
3,790.00	4,791.67	-1,001.67	-20.90%	401.99.00 Seven Day Passes	15,390.00	19,166.68	-3,776.68	-19.70%	
2,310.00	6,250.00	-3,940.00	-63.04%	401.99.10 30 Day Passes	32,395.00	25,000.00	7,395.00	29.58%	
7,080.00	6,250.00	830.00	13.28%	401.99.20 Other - Full Fare Tickets	40,809.00	25,000.00	15,809.00	63.24%	
0.00	0.00	0.00	0.00%	401.99.25 Other Demand Response Tickets	0.00	0.00	0.00	0.00%	
39.75	41.67	-1.92	-4.61%	401.99.30 Other - Half Fare Tickets	-2,166.75	166.68	-2,333.43	< -999.99%	
8,947.00	4,416.67	4,530.33	102.57%	401.99.35 Full Fare All Day Passes	32,767.00	17,666.68	15,100.32	85.47%	
322.50	566.67	-244.17	-43.09%	401.99.40 Half Fare All Day Passes	957.00	2,266.68	-1,309.68	-57.78%	
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%	
110,114.65	98,811.59	11,303.06	11.44%	405.99.99 Total Operating Revenue	440,062.72	395,246.36	44,816.36	11.34%	
				406.00.00 Non-Operating Revenue					
4,094.00	7,500.00	-3,406.00	-45.41%	406.03.00 Advertising Services Income	26,136.00	30,000.00	-3,864.00	-12.88%	
0.00	833.33	-833.33	-100.00%	406.03.05 Advertising Services Income Demand Res	0.00	3,333.32	-3,333.32	-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%	
702.91	316.67	386.24	121.97%	407.03.00 Rental Buildings/Other Property	2,726.64	1,266.68	1,459.96	115.26%	

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024 Thru Fiscal Year: 2024		From Period 4 Thru Period 4		Division: ** Consolidated Report				As of: 12/15/2023	
Oct-2023	Budget	Variance	Var/Bgt Var %		Jul-2023 Oct-2023	Budget	Variance	Var/Bgt Var %	
16,675.82	10,500.00	6,175.82	58.82%	407.04.00 Investment Income	57,725.78	42,000.00	15,725.78	37.44%	
0.00	0.00	0.00	0.00%	407.05.00 Parking Lot Revenue	0.00	0.00	0.00	0.00%	
325.24	0.00	325.24	100.00%	407.99.00 Other Non-Transportation Rev - GH & VG	-367.89	0.00	-367.89	-100.00%	
1,813.07	1,500.00	313.07	20.87%	407.99.05 Other Non-Transportation Revenue - Fixed	32,388.94	6,000.00	26,388.94	439.82%	
3,292.05	2,580.33	711.72	27.58%	407.99.06 Other Non-Transportation Revenue - Dema	12,274.71	10,321.32	1,953.39	18.93%	
129,000.00	129,000.00	0.00	0.00%	409.01.00 Local Operating Assistance	516,000.00	516,000.00	0.00	0.00%	
15,666.00	15,665.33	0.67	0.00%	409.01.05 Operating Assistance - Other FR Machesn	62,664.00	62,661.32	2.68	0.00%	
7,536.00	7,535.83	0.17	0.00%	409.01.06 Operating Assistance - Other DR Machesn	30,144.00	30,143.32	0.68	0.00%	
30,767.00	30,766.83	0.17	0.00%	409.02.05 Operating Assistance - Other FR Loves Pa	123,068.00	123,067.32	0.68	0.00%	
7,096.00	7,095.25	0.75	0.01%	409.02.06 Operating Assistance - Other DR Loves Pa	28,384.00	28,381.00	3.00	0.01%	
4,056.25	4,056.25	0.00	0.00%	409.03.05 Operating Assistance - Other FR Boone Co	16,225.00	16,225.00	0.00	0.00%	
21,706.50	16,810.33	4,896.17	29.13%	409.03.06 Operating Assistance - Other DR Boone C	79,489.41	67,241.32	12,248.09	18.22%	
0.00	0.00	0.00	0.00%	409.04.05 Operating Assistance - Other FR Belvidere	0.00	0.00	0.00	0.00%	
0.00	0.00	0.00	0.00%	409.04.06 Operating Assistance - Other DR Belvidere	0.00	0.00	0.00	0.00%	
156,200.82	141,509.33	14,691.49	10.38%	409.05.05 Operating Assistance - Other SMTD	579,961.41	566,037.32	13,924.09	2.46%	
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%	
1,126,904.01	1,198,876.42	-71,972.41	-6.00%	411.01.00 IDOT Operating Assistance	4,740,381.33	4,795,505.68	-55,124.35	-1.15%	
42,796.63	33,544.42	9,252.21	27.58%	411.01.01 IDOT Operating Assistance Boone County	159,571.15	134,177.68	25,393.47	18.93%	
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%	
0.00	336,649.83	-336,649.83	-100.00%	413.01.00 FTA Operating Assistance	954,267.91	1,346,599.32	-392,331.41	-29.13%	
282,027.65	0.00	282,027.65	100.00%	413.99.00 Other Assistance - Federal - Preventative	282,027.65	0.00	282,027.65	100.00%	
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%	
1,850,659.95	1,944,740.15	-94,080.20	-4.84%	430.99.99 Total Non-Operating Revenue	7,703,068.04	7,778,960.60	-75,892.56	-0.98%	
1,960,774.60	2,043,551.74	-82,777.14	-4.05%	440.99.99 Total Revenues	8,143,130.76	8,174,206.96	-31,076.20	-0.38%	
				500.00.0 Salaries & Wages					
341,811.39	326,300.00	15,511.39	4.75%	501.01.1 Operators Salaries and Wages	1,209,951.57	1,305,200.00	-95,248.43	-7.30%	
115,140.66	110,775.00	4,365.66	3.94%	501.01.2 Operators Overtime	501,903.99	443,100.00	58,803.99	13.27%	
296,391.82	304,124.99	-7,733.17	-2.54%	501.02.1 Salaries and Wages	1,356,728.40	1,216,499.96	140,228.44	11.53%	
19,162.78	14,741.68	4,421.10	29.99%	501.02.2 Overtime	99,293.55	58,966.72	40,326.83	68.39%	
772,506.65	755,941.67	16,564.98	2.19%	501.99.9 Total Salaries & Wages	3,167,877.51	3,023,766.68	144,110.83	4.77%	
				502.00.0 Fringe Benefits					

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024 Thru Fiscal Year: 2024		From Period 4 Thru Period 4		Division: ** Consolidated Report				As of: 12/15/2023			
Oct-2023	Budget	Variance	Var/Bgt Var %		Jul-2023 Oct-2023	Budget	Variance	Var/Bgt Var %			
57,203.73	66,266.66	-9,062.93	-13.68%	502.01.0 FICA	265,093.09	265,066.64	26.45	0.01%			
133,233.56	145,833.33	-12,599.77	-8.64%	502.02.1 Pension Plan	534,086.10	583,333.32	-49,247.22	-8.44%			
2,626.45	3,062.50	-436.05	-14.24%	502.02.2 Long Term Disability	9,562.70	12,250.00	-2,687.30	-21.94%			
241,667.00	241,666.67	0.33	0.00%	502.03.0 Hospital/Medical Plan	966,668.00	966,666.68	1.32	0.00%			
875.00	875.00	0.00	0.00%	502.03.1 Vision Plans	3,500.00	3,500.00	0.00	0.00%			
3,428.86	289.17	3,139.69	> 999.99%	502.03.2 Employee Assistance Program	3,440.41	1,156.68	2,283.73	197.44%			
6,125.00	6,125.01	-0.01	0.00%	502.04.0 Dental Plans	24,500.00	24,500.04	-0.04	0.00%			
2,046.76	2,100.00	-53.24	-2.54%	502.05.0 Life Insurance Plans	5,670.38	8,400.00	-2,729.62	-32.50%			
1,700.00	3,083.33	-1,383.33	-44.86%	502.06.0 Short-Term Disability Plans	6,740.00	12,333.32	-5,593.32	-45.35%			
1,290.39	3,871.69	-2,581.30	-66.67%	502.07.0 Unemployment Insurance	5,438.07	15,486.76	-10,048.69	-64.89%			
68,279.00	68,278.59	0.41	0.00%	502.08.0 Workers' Compensation Insurance	273,116.00	273,114.36	1.64	0.00%			
14,720.26	20,908.34	-6,188.08	-29.60%	502.09.0 Sick Leave	62,133.43	83,633.36	-21,499.93	-25.71%			
9,949.02	35,908.31	-25,959.29	-72.29%	502.10.0 Holidays	108,005.38	143,633.24	-35,627.86	-24.80%			
35,427.48	44,408.34	-8,980.86	-20.22%	502.11.0 Vacation	173,998.98	177,633.36	-3,634.38	-2.05%			
2,707.16	10,208.34	-7,501.18	-73.48%	502.12.0 Other Wages	16,045.18	40,833.36	-24,788.18	-60.71%			
0.00	0.00	0.00	0.00%	502.12.2 Other Paid Absence - ADA Training	0.00	0.00	0.00	0.00%			
4,401.68	4,375.01	26.67	0.61%	502.13.0 Uniform Allowance	19,884.00	17,500.04	2,383.96	13.62%			
1,492.61	4,612.50	-3,119.89	-67.64%	502.14.0 Other Fringe Benefits	4,460.90	18,450.00	-13,989.10	-75.82%			
2,211.00	2,211.00	0.00	0.00%	502.14.1 Other Fringe Benefits - Parking	8,844.00	8,844.00	0.00	0.00%			
589,384.96	664,083.79	-74,698.83	-11.25%	502.99.9 Fringe Benefits	2,491,186.62	2,656,335.16	-165,148.54	-6.22%			
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%			
28,508.75	8,333.33	20,175.42	242.11%	503.02.0 Advertising Fees	61,557.00	33,333.32	28,223.68	84.67%			
52,729.85	40,000.00	12,729.85	31.82%	503.03.0 Professional Services	219,210.89	160,000.00	59,210.89	37.01%			
1,476.00	741.67	734.33	99.01%	503.03.1 Professional Services - Drug Testing	3,304.00	2,966.68	337.32	11.37%			
1,269.00	2,041.67	-772.67	-37.84%	503.03.2 Professional Services - DOT Physicals	4,842.00	8,166.68	-3,324.68	-40.71%			
0.00	8,333.33	-8,333.33	-100.00%	503.04.0 Temporary Help	0.00	33,333.32	-33,333.32	-100.00%			
26,701.95	29,750.00	-3,048.05	-10.25%	503.05.0 Repair/Maintenance	125,675.79	119,000.00	6,675.79	5.61%			
6,402.34	10,833.33	-4,430.99	-40.90%	503.06.0 Custodial Services	23,070.47	43,333.32	-20,262.85	-46.76%			
46,593.53	33,333.33	13,260.20	39.78%	503.07.0 Security Services	165,593.37	133,333.32	32,260.05	24.20%			
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	6,000.00	6,000.00	0.00	0.00%			
165,181.42	134,866.66	30,314.76	22.48%	503.99.9 Total Services	609,253.52	539,466.64	69,786.88	12.94%			
504.00.0 Materials & Supplies											
100,172.59	105,017.50	-4,844.91	-4.61%	504.01.0 Fuel	426,538.70	420,070.00	6,468.70	1.54%			
7,656.84	10,833.34	-3,176.50	-29.32%	504.01.1 Lubricants & Oils	37,033.58	43,333.36	-6,299.78	-14.54%			

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024 Thru Fiscal Year: 2024		From Period 4 Thru Period 4		Division: ** Consolidated Report				As of: 12/15/2023	
Oct-2023	Budget	Variance	Var/Bgt Var %		Jul-2023 Oct-2023	Budget	Variance	Var/Bgt Var %	
5,427.78	9,166.67	-3,738.89	-40.79%	504.02.0 Tires and Tubes	28,829.84	36,666.68	-7,836.84	-21.37%	
27,917.81	49,166.66	-21,248.85	-43.22%	504.99.0 Other Materials/Supplies	159,540.72	196,666.64	-37,125.92	-18.88%	
-4,340.15	833.33	-5,173.48	-620.82%	504.99.1 Other Materials/Supplies - ADA	-1,157.41	3,333.32	-4,490.73	-134.72%	
0.00	5,000.00	-5,000.00	-100.00%	504.99.2 Accident Repair Revenue Vehicles	13,613.64	20,000.00	-6,386.36	-31.93%	
71,992.06	53,333.34	18,658.72	34.99%	504.99.3 Bus Parts	273,736.31	213,333.36	60,402.95	28.31%	
208,826.93	233,350.84	-24,523.91	-10.51%	504.99.9 Total Materials & Supplies	938,135.38	933,403.36	4,732.02	0.51%	
505.00.0 Utilities									
35,969.42	40,962.09	-4,992.67	-12.19%	505.02.0 Utilities	127,185.62	163,848.36	-36,662.74	-22.38%	
35,969.42	40,962.09	-4,992.67	-12.19%	505.99.9 Total Utilities	127,185.62	163,848.36	-36,662.74	-22.38%	
506.00.0 Casualty & Liability									
49,292.76	49,191.41	101.35	0.21%	506.01.0 Premiums - Physical Damanger Insurance	189,808.29	196,765.64	-6,957.35	-3.54%	
0.00	0.00	0.00	0.00%	506.02.0 Recoveries of Physical Damage Losses	0.00	0.00	0.00	0.00%	
19,345.42	17,895.59	1,449.83	8.10%	506.03.0 Premiums - Public Liability Insurance	65,489.08	71,582.36	-6,093.28	-8.51%	
22,917.00	22,916.66	0.34	0.00%	506.05.0 Provision for Unisured Public Liability	91,668.00	91,666.64	1.36	0.00%	
3,949.92	3,788.50	161.42	4.26%	506.08.0 Premiums for Other Corporate Insurance	14,769.90	15,154.00	-384.10	-2.53%	
95,505.10	93,792.16	1,712.94	1.83%	506.99.9 Total Casualty & Liability	361,735.27	375,168.64	-13,433.37	-3.58%	
507.00.0 Taxes/Vehicle Registration									
1,329.00	412.50	916.50	222.18%	507.04.0 Vehicle Licensing and Registration Fees	1,329.00	1,650.00	-321.00	-19.45%	
346.80	500.00	-153.20	-30.64%	507.05.0 Fuel and Lubricant Taxes	1,297.08	2,000.00	-702.92	-35.15%	
0.00	0.00	0.00	0.00%	507.99.0 Other Taxes	0.00	0.00	0.00	0.00%	
1,675.80	912.50	763.30	83.65%	507.99.9 Total Taxes/Vehicle Registration	2,626.08	3,650.00	-1,023.92	-28.05%	
508.00.0 Purchased Transportation									
65,840.97	51,606.75	14,234.22	27.58%	508.01.0 Purchased Transporation	245,494.08	206,427.00	39,067.08	18.93%	
65,840.97	51,606.75	14,234.22	27.58%	508.99.9 Total Purchased Transportation	245,494.08	206,427.00	39,067.08	18.93%	
509.00.0 Miscellaneous Expenses									
3,343.67	5,416.67	-2,073.00	-38.27%	509.01.0 Dues and Subscriptions	23,262.06	21,666.68	1,595.38	7.36%	
16,921.37	5,166.67	11,754.70	227.51%	509.02.0 Travel and Meetings	31,253.46	20,666.68	10,586.78	51.23%	
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%	
9,438.78	14,583.33	-5,144.55	-35.28%	509.08.0 Advertising/Promotion Media	24,438.78	58,333.32	-33,894.54	-58.10%	
10,193.56	8,750.00	1,443.56	16.50%	509.99.0 Other Miscellaneous Expenses	-10,165.29	35,000.00	-45,165.29	-129.04%	
1,317.80	2,250.00	-932.20	-41.43%	509.99.1 Postage and Freight	10,709.61	9,000.00	1,709.61	19.00%	

Rockford Mass Transit District Budget Variance Report

From Fiscal Year: 2024 Thru Fiscal Year: 2024		From Period 4 Thru Period 4		Division: ** Consolidated Report				As of: 12/15/2023	
Oct-2023	Budget	Variance	Var/Bgt Var %		Jul-2023 Oct-2023	Budget	Variance	Var/Bgt Var %	
181.00	1,666.67	-1,485.67	-89.14%	509.99.2 Employee Appreciation	5,330.06	6,666.68	-1,336.62	-20.05%	
41,396.18	37,833.34	3,562.84	9.42%	509.99.9 Total Miscellaneous Expenses	84,828.68	151,333.36	-66,504.68	-43.95%	
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	6,000.00	-6,000.00	-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	6,000.00	-6,000.00	-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	31,844.00	31,842.32	1.68	0.01%	
20,741.00	20,741.42	-0.42	0.00%	517.02.0 Line Of Credit - Principal Payments	82,964.00	82,965.68	-1.68	0.00%	
28,702.00	28,702.00	0.00	0.00%	517.99.9 Total Debt Service	114,808.00	114,808.00	0.00	0.00%	
2,004,989.43	2,043,551.80	-38,562.37	-1.89%	520.99.9 Total Expenses	8,143,130.76	8,174,207.20	-31,076.44	-0.38%	
-44,214.83	-0.06	-44,214.77	> 999.99%	999.99.999 Surplus / Deficit	0.00	-0.24	0.24	-100.00%	

Portfolio Review

Rockford Mass Transit District
520 Mulberry Street
Rockford, IL 61101

December 31, 2023



DIBENEDETTO & ASSOCIATES LTD



Impact of Diversification

As of December 31, 2023

These portfolios illustrate the performance of different global stock/bond mixes and highlight the benefits of diversification. Mixes with larger allocations to stocks are considered riskier but have higher expected returns over time.

Period Returns (%)

	YTD	3 Months	6 Months	1 Year	3 Years	5 Years	10 Years	*Annualized 10-Year STDDEV ¹
MSCI World Index (net div.); Bloomberg US Aggregate Bond Inc	23.79	11.42	7.56	23.79	7.27	12.80	8.60	14.98
100% Equities	19.05	10.27	6.54	19.05	4.68	10.03	7.06	11.74
75/25	14.43	9.12	5.50	14.43	2.05	7.15	5.41	8.67
50/50	9.92	7.97	4.44	9.92	-0.62	4.17	3.66	6.07
25/75	5.53	6.82	3.37	5.53	-3.31	1.10	1.81	4.76
100% Fixed Income								

Growth of Wealth: The Relationship Between Risk and Return



¹ STDDEV (standard deviation) is a measure of the variation or dispersion of a set of data points. Standard deviations are often used to quantify the historical return volatility of a security or portfolio. Diversification does not eliminate the risk of market loss. For illustrative purposes only. Past performance is no guarantee of future results. The performance reflects the growth of a hypothetical \$1,000. Assumes all models have been rebalanced monthly. Indices are not available for direct investment. Back tested performance results assume the reinvestment of dividends and capital gains. Sources: MSCI data @ MSCI 2024 all rights reserved; Bloomberg data provided by Bloomberg Finance L.P.

Portfolio Overview



DIBENEDETTO & ASSOCIATES LTD

Rockford Mass Transit District

Period Ending: 12/31/2023
Portfolio Inception Date: 9/30/2008

Components Of Change

	Current Quarter	Year to Date
BEGINNING VALUE	27,191,959.26	25,285,537.19
Contributions	20.76	1,650,059.62
Withdrawals	(436,300.00)	(1,654,750.00)
Unrealized Gain	1,449,205.17	2,536,435.65
Realized Gain	493,756.75	544,542.79
Income and Expenses	283,640.89	620,457.58
ENDING VALUE	28,982,282.83	28,982,282.83
INVESTMENT GAIN	2,226,602.81	3,701,436.02

Portfolio Returns

	Current Quarter	Year to Date
Your Portfolio	8.2%	14.6%

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

Asset Allocation



Category	Current Percentage	Current Value
Large Cap	28.3%	\$8,212,255.09
Small Cap	11.4%	\$3,303,488.25
International	12.0%	\$3,482,266.70
Bonds	36.5%	\$10,578,350.95
Alternatives	4.8%	\$1,387,860.56
Unconstrained	4.4%	\$1,273,599.64
Cash and Money Funds	2.6%	\$744,461.64
Total Portfolio Value	100.0%	\$28,982,282.83

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 - 12/31/2023

Beginning Value		27,331,983.38
Contributions	825,020.76	
Withdrawals	(856,300.00)	
Net Contributions		(31,279.24)
Unrealized Gain (Loss)	774,445.93	
Realized Gain (Loss)	493,756.75	
Capital Appreciation		1,268,202.68
Dividend Income	459,537.54	
Interest Income	183.47	
Income		459,721.01
Management Fees	(46,345.00)	
Other Expenses	0.00	
Total Expenses		(46,345.00)
Ending Value		28,982,282.83
Investment Gain		1,681,578.69

06/30/2023 - 12/31/2023

Actual

Time Weighted Return (net) 6.11

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.



DIBENEDETTO & ASSOCIATES LTD

Portfolio Overview

Rockford Mass Transit District

Period Ending: 1/16/2024
Portfolio Inception Date: 9/30/2008

Components Of Change

	Year to Date
BEGINNING VALUE	28,982,282.83
Contributions	0.00
Withdrawals	0.00
Unrealized Gain	(254,180.66)
Realized Gain	0.00
Income and Expenses	(23,081.44)
ENDING VALUE	28,705,020.73
INVESTMENT GAIN	(277,262.10)

Portfolio Returns

	Year to Date
Your Portfolio	(1.0%)

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

Asset Allocation



Category		Current Percentage	Current Value
Large Cap		28.4%	\$8,140,780.92
Small Cap		11.2%	\$3,212,531.20
International		11.9%	\$3,402,522.15
Bonds		36.7%	\$10,546,255.80
Alternatives		4.9%	\$1,393,395.40
Unconstrained		4.5%	\$1,288,155.06
Cash and Money Funds		2.5%	\$721,380.20
Total Portfolio Value		100.0%	\$28,705,020.73

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 - 01/16/2024

Beginning Value		27,331,983.38
Contributions	825,020.76	
Withdrawals	(856,300.00)	
Net Contributions		(31,279.24)
Unrealized Gain (Loss)	520,265.27	
Realized Gain (Loss)	493,756.75	
Capital Appreciation		1,014,022.02
Dividend Income	461,073.88	
Interest Income	200.69	
Income		461,274.57
Management Fees	(70,980.00)	
Other Expenses	0.00	
Total Expenses		(70,980.00)
Ending Value		28,705,020.73
Investment Gain		1,404,316.59

06/30/2023 - 01/16/2024

Actual

Time Weighted Return (net)

5.09

All returns net of fees

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DIBENEDETTO & ASSOCIATES LTD

Your Independent* Investment Advisor

DIBENEDETTO & ASSOCIATES LTD
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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

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ROCKFORD MASS TRANSIT DISTRICT EMPLOYEE RETIR
520 MULBERRY ST
ROCKFORD, IL 61101-1016

**CALIFORNIA RESIDENTS**

If your total payments of interest and interest dividends on federally tax-exempt non-California municipal bonds were \$10 or greater and you or your Partnership had a California address as of 12/31, Schwab will report this information to the California Franchise Tax Board each tax year, per state statute. 1223-3LZ0

Account Value Summary

Cash, Bank Sweep, and Money Market	\$ 16,010.81
Total Investments Long	\$ 28,966,272.02
Total Investments Short	\$ 0.00
Total Account Value	\$ 28,982,282.83

Change in Account Value

Starting Account Value	\$ 27,844,564.79
Transactions & Income	\$ 593,050.70
Income Reinvested	\$ (725,054.51)
Change in Value of Investments	\$ 1,269,721.85
Ending Account Value	\$ 28,982,282.83

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

SIPC 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.

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12/29-67036-CSCA1501-115444 *



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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

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AB 01 008599 97333 H 32 A
ROCKFORD MASS TRANSIT DISTRICT EMPLOYEE RETIR
520 MULBERRY ST
ROCKFORD, IL 61101-1016

**Account Value Summary**

Cash, Bank Sweep, and Money Market	\$ 8,014.62
Total Investments Long	\$ 27,836,550.17
Total Investments Short	\$ 0.00
Total Account Value	\$ 27,844,564.79

Change in Account Value

Starting Account Value	\$ 26,391,080.66
Transactions & Income	\$ (107,189.19)
Income Reinvested	\$ (24,796.41)
Change in Value of Investments	\$ 1,585,469.73
Ending Account Value	\$ 27,844,564.79

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

SIPC 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.

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11/30-67036-CSCA1501-065709 *

**ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT**

MONTH OF: **DECEMBER 23**

ALL FIXED ROUTES

	PASSENGERS	REVENUE	MILES	HOURS
BUDGET FY 24	73,084	51,791.00	96,140.5	8,503.3
DECEMBER 23	88,370	58,605.42	108,176.9	8,030.0
DECEMBER 22	62,226	53,000.15	114,384.4	8,536.3
% CHANGE	42.0%	10.6%	-5.4%	-5.9%
BUDGET FY 24	485,836	310,744.00	632,522.0	48,752.8
YTD - FY 24	570,014	368,167.99	664,206.5	49,384.5
YTD - FY 23	414,780	309,540.70	666,098.2	49,604.6
% CHANGE	37.4%	18.9%	-0.3%	-0.4%

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
DECEMBER 23	5,120	1,244.18	11,841.1	750.0
DECEMBER 22	1,992	543.21	12,679.3	796.4
% CHANGE	157.0%	129.0%	-6.6%	-5.8%
YTD - FY 24	34,562	8,274.49	73,963.1	4,757.1
YTD - FY 23	17,532	4,381.51	73,087.1	4,597.4
% CHANGE	97.1%	88.9%	1.2%	3.5%

DAY SERVICE (WEEKDAYS only)

	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	69,839	53,061.57	77,558.4	5,851.5
DECEMBER 22	52,719	49,823.16	84,463.2	6,421.8
% CHANGE	32.5%	6.5%	-8.2%	-8.9%
YTD - FY 24	461,704	307,791.82	488,185.5	36,895.5
YTD - FY 23	342,944	285,772.19	492,488.3	37,337.7
% CHANGE	34.6%	7.7%	-0.9%	-1.2%

SATURDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	10,441	3,294.54	15,385.3	1,177.5
DECEMBER 22	6,492	2,259.70	15,162.0	1,167.5
% CHANGE	60.8%	45.8%	1.5%	0.9%
YTD - FY 24	56,774	45,984.73	83,673.6	6,365.5
YTD - FY 23	43,065	15,124.88	83,418.6	6,414.5
% CHANGE	31.8%	204.0%	0.3%	-0.8%

SUNDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	2,970	1,005.13	3,392.1	251.0
DECEMBER 22	1,023	374.08	2,079.9	150.6
% CHANGE	190.3%	168.7%	63.1%	66.7%
YTD - FY 24	16,974	6,116.95	18,384.3	1,366.4
YTD - FY 23	11,239	4,262.12	17,104.2	1,255.0
% CHANGE	51.0%	43.5%	7.5%	8.9%

ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT
PAGE 2

MONTH OF: DECEMBER 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
DECEMBER 23	83,022	56,777.49	95,140.4	7,187.1
DECEMBER 22	58,695	51,675.93	100,218.3	7,632.6
% CHANGE	41.4%	9.9%	-5.1%	-5.8%
YTD - FY 24	535,853	356,172.35	583,656.5	44,213.1
YTD - FY 23	391,496	300,874.39	584,414.3	44,398.9
% CHANGE	36.9%	18.4%	-0.1%	-0.4%

MACHESNEY PARK	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	1,445	484.30	4,108.5	252.7
DECEMBER 22	974	351.08	4,463.3	274.5
% CHANGE	48.4%	37.9%	-7.9%	-7.9%
YTD - FY 24	8,859	3,231.23	25,379.1	1,561.3
YTD - FY 23	6,484	2,473.36	25,733.9	1,583.1
% CHANGE	36.6%	30.6%	-1.4%	-1.4%

LOVES PARK	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	3,713	1,266.78	7,688.0	528.2
DECEMBER 22	2,343	912.49	8,336.6	572.0
% CHANGE	58.5%	38.8%	-7.8%	-7.7%
YTD - FY 24	23,957	8,133.78	47,352.6	3,246.0
YTD - FY 23	15,841	5,841.62	48,001.2	3,289.8
% CHANGE	51.2%	39.2%	-1.4%	-1.3%

BELVIDERE *	PASSENGERS	REVENUE	MILES	HOURS
DECEMBER 23	190	76.85	1,240.0	62.0
DECEMBER 22	214	60.65	1,366.2	57.2
% CHANGE	-11.2%	26.7%	-9.2%	8.4%
YTD - FY 24	1,345	630.63	7,818.3	364.1
YTD - FY 23	959	351.33	7,948.8	332.8
% CHANGE	40.2%	79.5%	-1.6%	9.4%

WHEELCHAIR	PASSENGERS	YTD - FY 24	PASSENGERS	YTD - FY 23
DECEMBER 23	638		4,938	
DECEMBER 22	426		3,249	

TRANSFERS ISSUED	PASSENGERS	YTD - FY 24	PASSENGERS	YTD - FY 23
DECEMBER 23	11,581		77,849	
DECEMBER 22	8,296		55,750	

**ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT**

MONTH OF: **NOVEMBER 23**

ALL FIXED ROUTES

	PASSENGERS	REVENUE	MILES	HOURS
BUDGET FY 24	70,967	50,065.00	96,261.4	7,283.2
NOVEMBER 23	92,115	53,963.72	109,510.7	8,080.7
NOVEMBER 22	62,696	54,642.05	108,843.5	8,120.9
% CHANGE	46.9%	-1.2%	0.6%	-0.5%
BUDGET FY 24	412,752	258,953.00	536,381.5	40,249.5
YTD - FY 24	481,644	309,562.57	556,029.6	41,354.5
YTD - FY 23	352,554	256,540.55	551,713.8	41,068.3
% CHANGE	36.6%	20.7%	0.8%	0.7%

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
NOVEMBER 23	4,976	1,331.35	12,405.1	787.5
NOVEMBER 22	2,460	570.21	11,638.2	760.2
% CHANGE	102.3%	133.5%	6.6%	3.6%
YTD - FY 24	29,442	7,030.31	62,122.0	4,007.1
YTD - FY 23	15,540	3,838.30	60,407.8	3,801.0
% CHANGE	89.5%	83.2%	2.8%	5.4%

DAY SERVICE (WEEKDAYS only)

	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	76,698	49,085.39	81,481.2	6,140.4
NOVEMBER 22	52,938	51,509.44	80,846.1	6,129.9
% CHANGE	44.9%	-4.7%	0.8%	0.2%
YTD - FY 24	391,865	254,730.25	410,627.1	31,044.0
YTD - FY 23	290,225	235,949.03	408,025.1	30,915.9
% CHANGE	35.0%	8.0%	0.6%	0.4%

SATURDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	8,357	2,755.75	12,906.8	952.0
NOVEMBER 22	5,717	1,996.76	13,601.0	1,030.0
% CHANGE	46.2%	38.0%	-5.1%	-7.6%
YTD - FY 24	46,333	42,690.19	68,288.3	5,188.0
YTD - FY 23	36,573	12,865.18	68,256.6	5,247.0
% CHANGE	26.7%	231.8%	0.0%	-1.1%

SUNDAY SERVICE

	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	2,084	791.23	2,717.6	200.8
NOVEMBER 22	1,581	565.64	2,758.2	200.8
% CHANGE	31.8%	39.9%	-1.5%	0.0%
YTD - FY 24	14,004	5,111.82	14,992.2	1,115.4
YTD - FY 23	10,216	3,888.04	15,024.3	1,104.4
% CHANGE	37.1%	31.5%	-0.2%	1.0%

ROCKFORD MASS TRANSIT DISTRICT
FIXED ROUTE REPORT
PAGE 2

MONTH OF: **NOVEMBER 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
NOVEMBER 23	86,470	51,832.42	96,263.0	7,226.9
NOVEMBER 22	59,186	53,324.54	95,593.7	7,277.6
% CHANGE	46.1%	-2.8%	0.7%	-0.7%
YTD - FY 24	452,831	299,394.86	488,516.1	37,026.0
YTD - FY 23	332,801	249,198.46	484,196.0	36,766.3
% CHANGE	36.1%	20.1%	0.9%	0.7%

MACHESNEY PARK				
	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	1,528	521.28	4,173.8	256.8
NOVEMBER 22	1,032	396.61	4,173.8	256.8
% CHANGE	48.1%	31.4%	0.0%	0.0%
YTD - FY 24	7,414	2,746.93	21,270.6	1,308.6
YTD - FY 23	5,510	2,122.28	21,270.6	1,308.6
% CHANGE	34.6%	29.4%	0.0%	0.0%

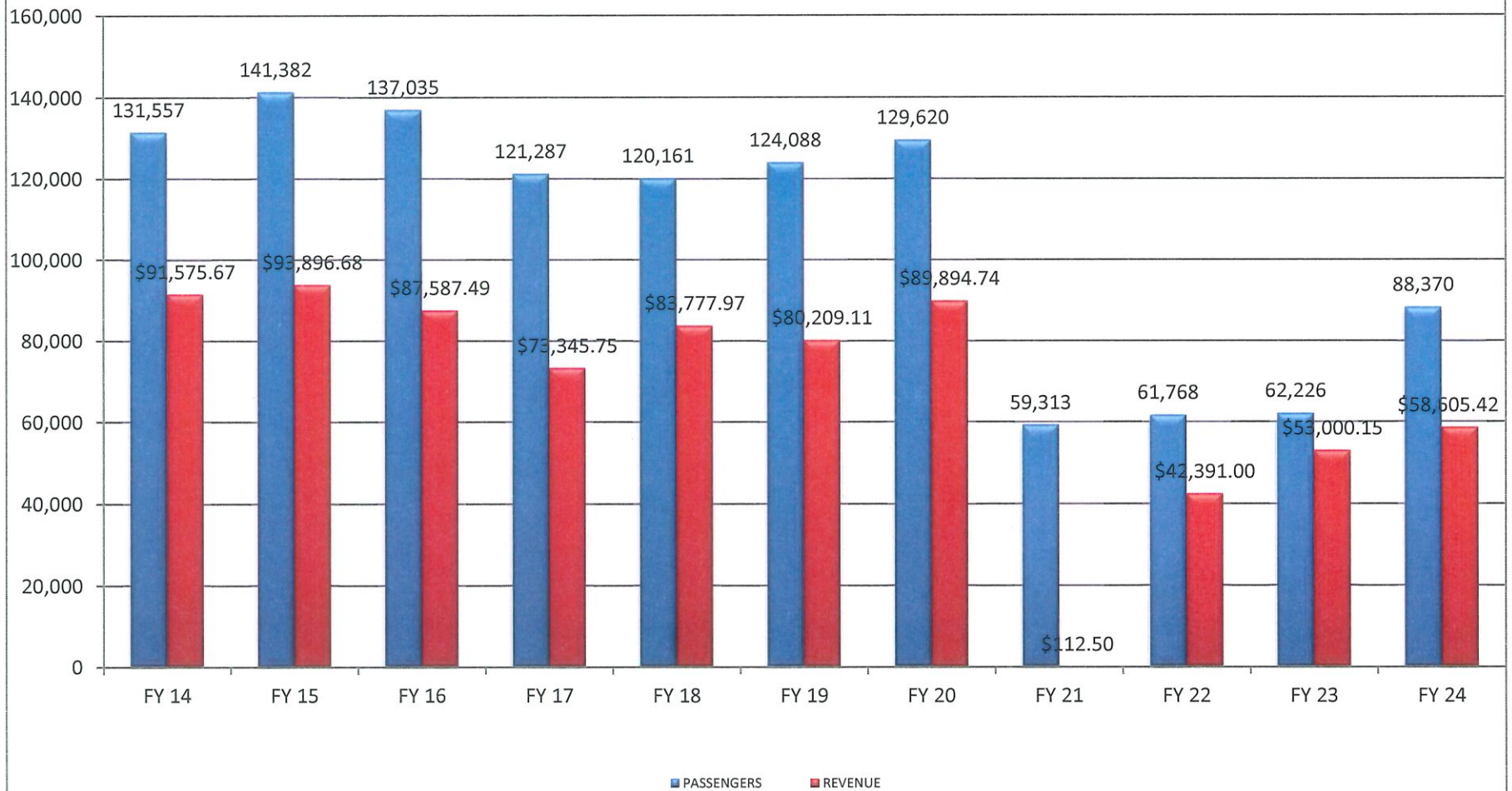
LOVES PARK				
	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	4,038	1,353.02	7,771.9	531.9
NOVEMBER 22	2,367	885.27	7,771.9	531.9
% CHANGE	70.6%	52.8%	0.0%	0.0%
YTD - FY 24	20,244	6,867.00	39,664.6	2,717.8
YTD - FY 23	13,498	4,929.13	39,664.6	2,717.8
% CHANGE	50.0%	39.3%	0.0%	0.0%

BELVIDERE *				
	PASSENGERS	REVENUE	MILES	HOURS
NOVEMBER 23	79	257.00	1,302.0	65.1
NOVEMBER 22	111	35.63	1,304.1	54.6
% CHANGE	-29.1%	621.3%	-0.2%	19.2%
YTD - FY 24	1,155	553.78	6,578.3	302.1
YTD - FY 23	745	290.68	6,582.6	275.6
% CHANGE	55.0%	90.5%	-0.1%	9.6%

WHEELCHAIR			
	PASSENGERS		PASSENGERS
NOVEMBER 23	996	YTD - FY 24	4,300
NOVEMBER 22	559	YTD - FY 23	2,823

TRANSFERS ISSUED			
	PASSENGERS		PASSENGERS
NOVEMBER 23	12,246	YTD - FY 24	66,268
NOVEMBER 22	8,245	YTD - FY 23	47,454

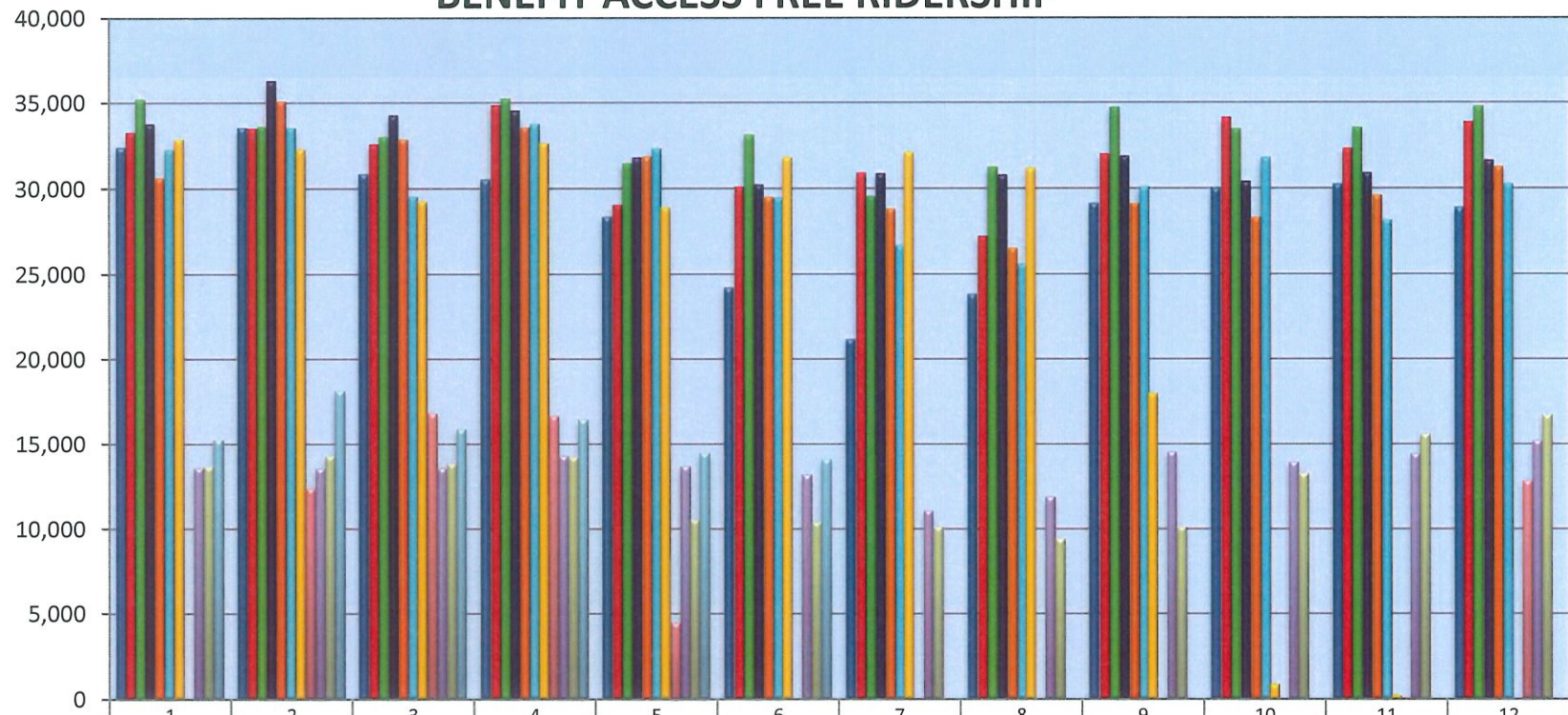
DECEMBER PASSENGERS/REVENUE



MONTHLY PASSENGERS FY 23

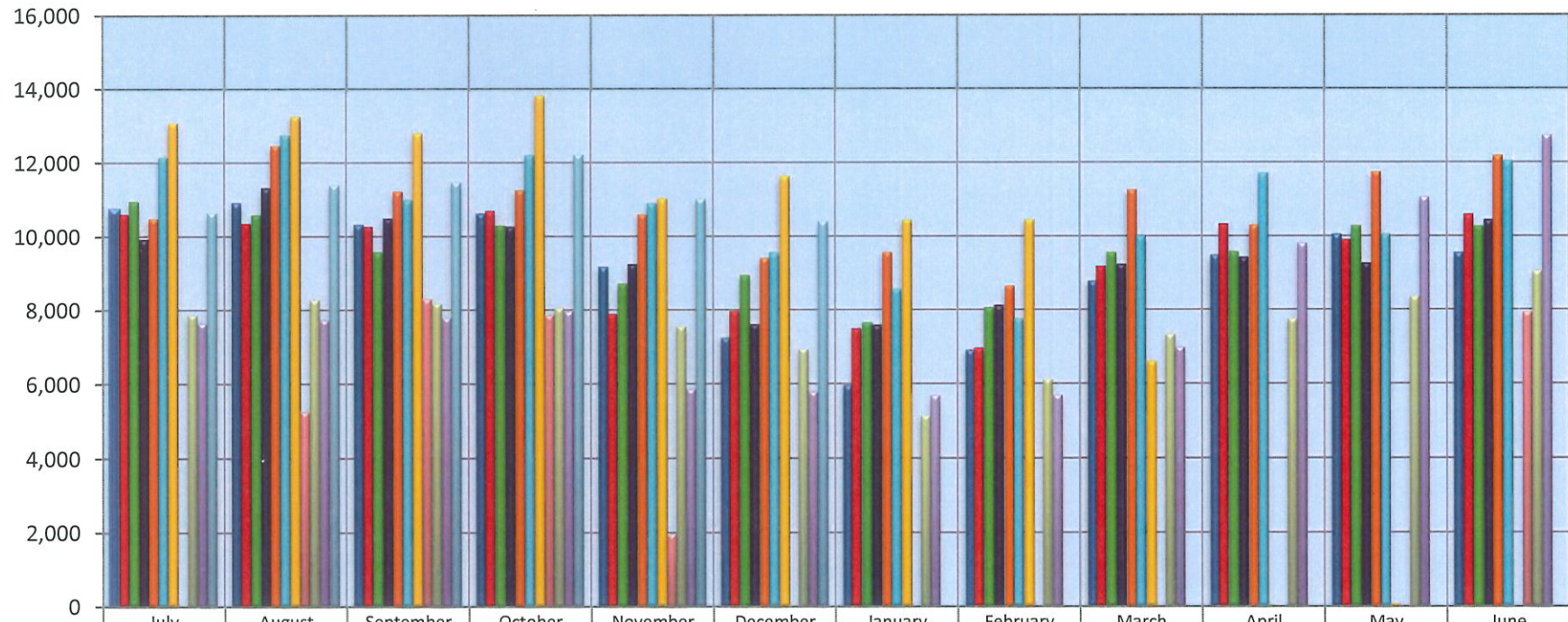


BENEFIT ACCESS FREE RIDERSHIP



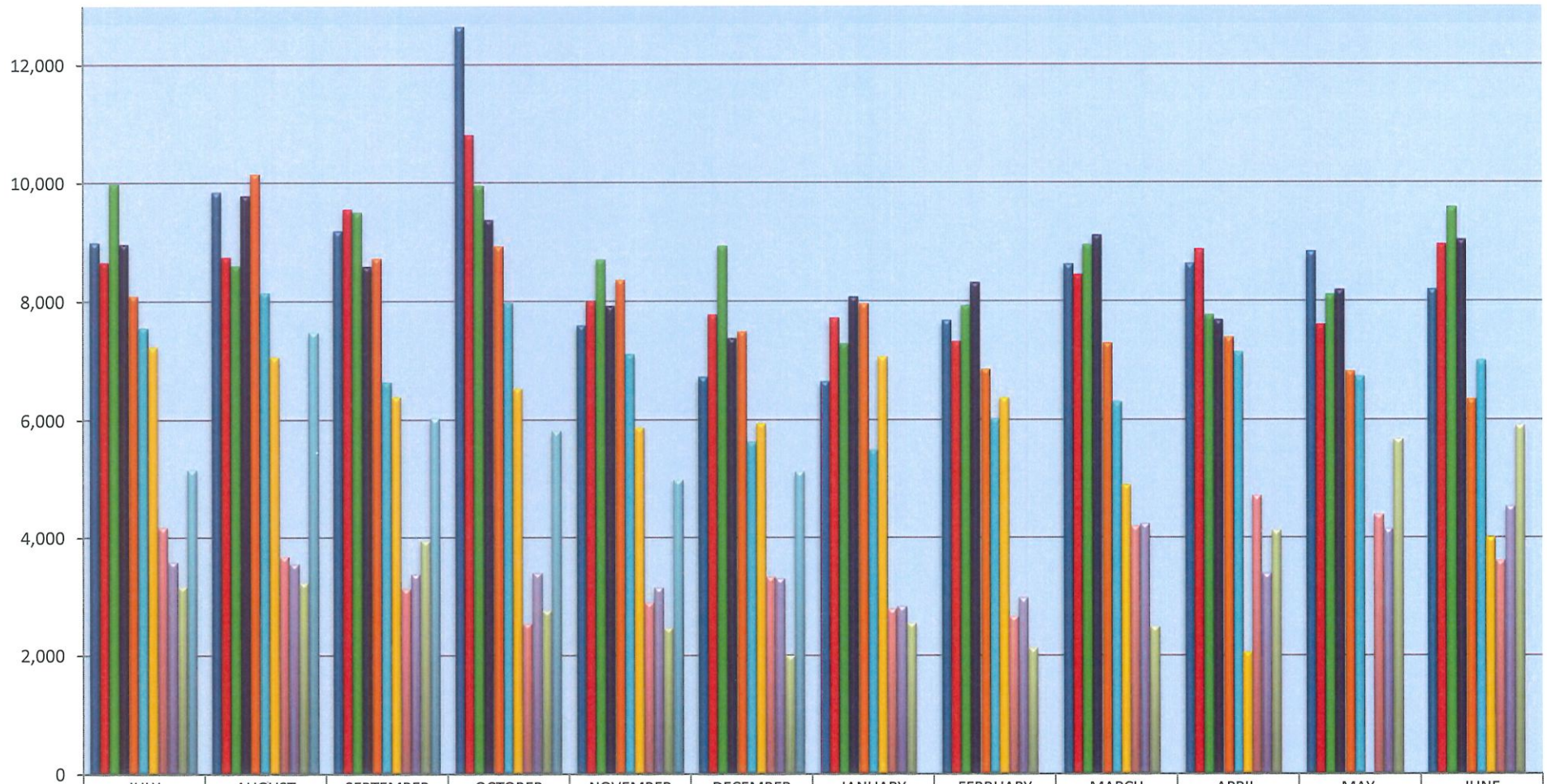
	1	2	3	4	5	6	7	8	9	10	11	12
14 DISABLED CB	32,398	33,540	30,840	30,543	28,365	24,228	21,182	23,854	29,134	30,025	30,248	28,899
15 DISABLED CB	33,242	33,503	32,545	34,860	29,023	30,095	30,889	27,232	31,989	34,126	32,297	33,853
16 DISABLED CB	35,189	33,613	32,991	35,222	31,445	33,105	29,563	31,225	34,706	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	15,889	16,442	14,451	14,099	0	0	0	0	0	0

Senior Ridership



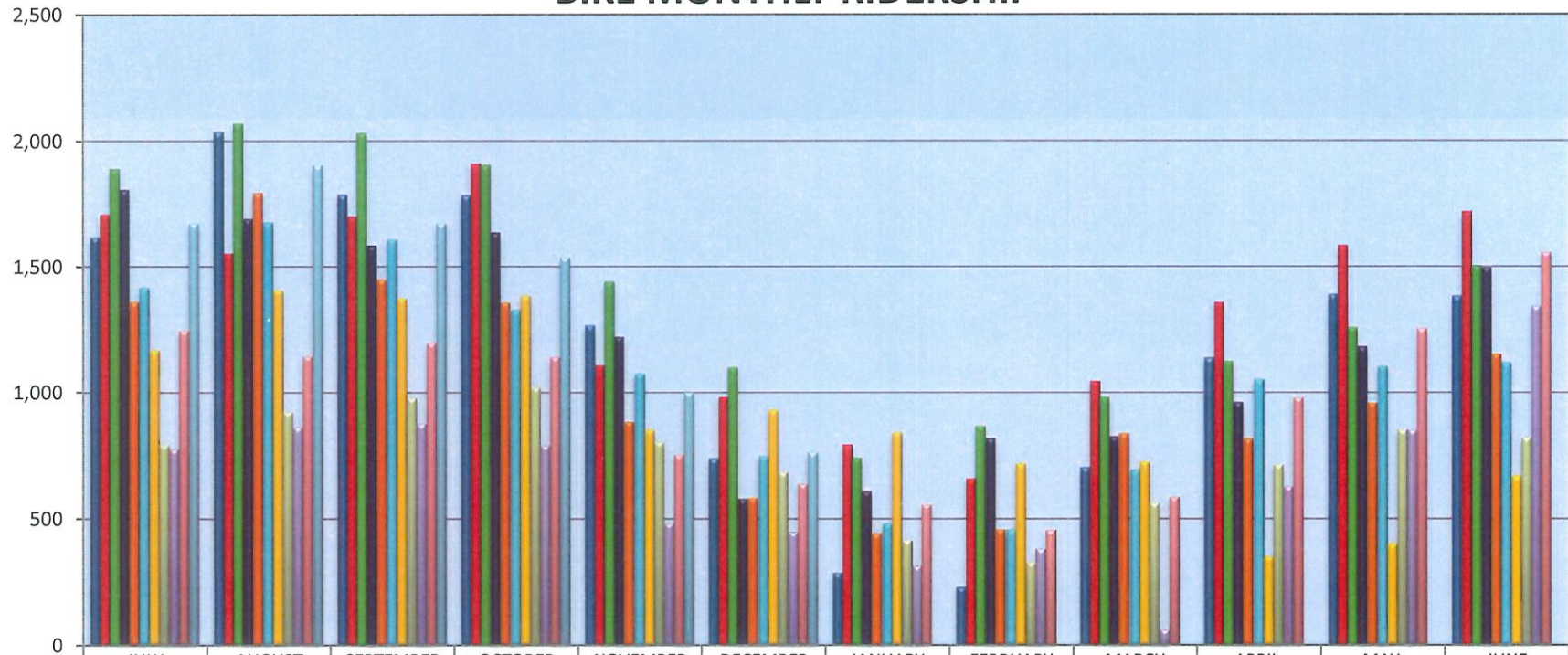
	July	August	September	October	November	December	January	February	March	April	May	June
FY 14	10,750	10,922	10,323	10,625	9,169	7,243	5,964	6,908	8,771	9,481	10,051	9,544
FY 15	10,606	10,350	10,261	10,697	7,879	7,959	7,484	6,958	9,171	10,329	9,893	10,599
FY 16	10,957	10,589	9,569	10,297	8,697	8,935	7,644	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	11,470	12,225	11,024	10,422	0	0	0	0	0	0

NIGHT MONTHLY PASSENGERS



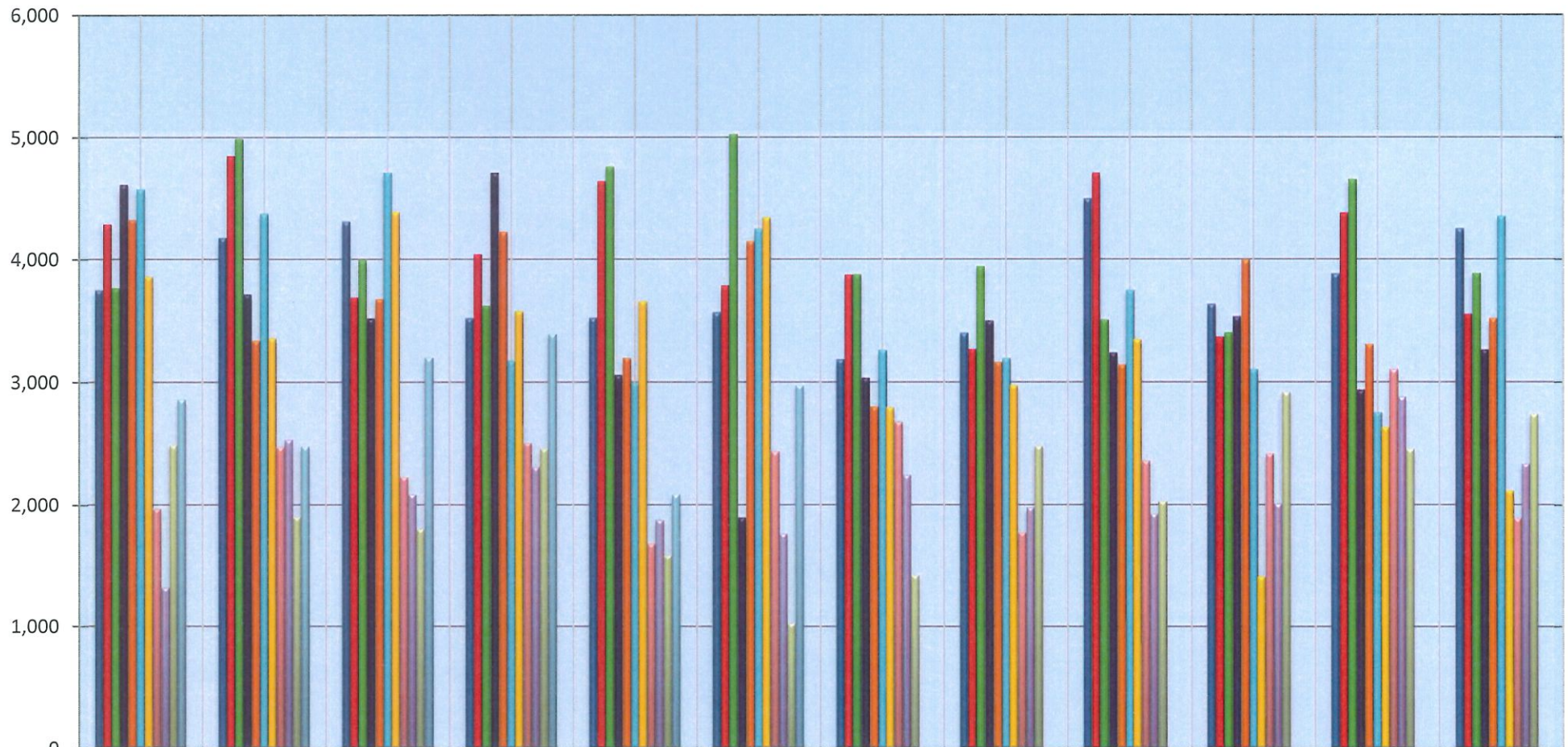
	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
FY 14	8,987	9,841	9,177	12,643	7,593	6,724	6,642	7,676	8,620	8,627	8,834	8,189
FY 15	8,648	8,738	9,546	10,808	7,998	7,771	7,716	7,319	8,441	8,873	7,606	8,955
FY 16	9981	8590	9495	9949	8698	8931	7280	7922	8948	7766	8108	9577
FY 17	8,961	9,778	8,577	9,367	7,917	7,374	8,069	8,306	9,103	7,682	8,183	9,030
FY 18	8,093	10,148	8,719	8,923	8,359	7,493	7,963	6,852	7,296	7,395	6,817	6,348
FY 19	7,550	8,136	6,630	7,971	7,106	5,621	5,478	6,015	6,292	7,137	6,724	6,994
FY 20	7,234	7,066	6,385	6,528	5,868	5,944	7,070	6,372	4,888	2,055	0	4,000
FY 21	4,167	3,675	3,123	2,539	2,893	3,334	2,790	2,658	4,191	4,711	4,388	3,608
FY 22	3,584	3,552	3,378	3,396	3,144	3,302	2,833	2,977	4,234	3,391	4,148	4,526
FY 23	3,156	3,229	3,939	2,756	2,460	1,992	2,549	2,122	2,486	4,120	5,671	5,906
FY 24	5,145	7,477	6,029	5,815	4,976	5,120	0	0	0	0	0	0

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	1,671	1,537	999	763	0	0	0	0	0	0

SUNDAY MONTHLY PASSENGERS



	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
FY 14	3,748	4,175	4,308	3,520	3,521	3,565	3,182	3,399	4,495	3,632	3,882	4,252
FY 15	4,284	4,846	3,687	4,038	4,640	3,784	3,871	3,265	4,705	3,364	4,379	3,549
FY 16	3,763	4,985	3,991	3,617	4,757	5,023	3,875	3,941	3,507	3,398	4,653	3,884
FY 17	4,611	3,714	3,515	4,708	3,055	1,891	3,031	3,497	3,235	3,530	2,933	3,260
FY 18	4,322	3,334	3,675	4,225	3,194	4,148	2,801	3,162	3,139	3,995	3,306	3,520
FY 19	4,574	4,373	4,711	3,170	2,995	4,247	3,259	3,192	3,748	3,099	2,750	4,354
FY 20	3,854	3,354	4,387	3,572	3,655	4,341	2,790	2,969	3,342	1,407	2,626	2,113
FY 21	1,965	2,470	2,228	2,502	1,680	2,433	2,674	1,772	2,357	2,415	3,100	1,888
FY 22	1,318	2,530	2,085	2,307	1,874	1,761	2,245	1,978	1,925	2,007	2,878	2,333
FY 23	2,485	1,896	1,799	2,455	1,581	1,023	1,419	2,476	2,026	2,915	2,451	2,735
FY 24	2,859	2474	3198	3389	2084	2970	0	0	0	0	0	0

**ROCKFORD MASS TRANSIT DISTRICT
DEMAND RESPONSE REPORT**
MONTH OF: Oct-23

DEMAND RESPONSE						
	PASSENGERS	REVENUE	REVENUE HOURS	REVENUE MILES	WHEELCHAIRS	PRODUCTIVITY (Psgs/Rev. Hrs.)
Oct-23	9,885	21,865.00	5,699.5	79,188	1,950	1.73
Oct-22	11,909	22,477.10	4,964.0	75,140	1,983	2.40
% CHANGE	-17.0%	-2.7%	14.8%	5.4%	-1.7%	-27.9%
YTD - FY 24	35,478	83,874.35	20,236.5	290,516	7,176	1.75
YTD - FY 23	37,154	88,626.60	19,150.3	279,811	7,169	1.94
% CHANGE	-4.5%	-5.4%	5.7%	3.8%	0.1%	-79.0%

SMTD/MEDICAID PASSENGERS

SMTD	PASSENGERS
Oct-23	2,539
Oct-22	2,413
% CHANGE	5.2%
YTD - FY 24	8,477
YTD - FY 23	8,393
% CHANGE	1.0%

MCO	PASSENGERS
Oct-23	11
Oct-22	50
% CHANGE	-78.0%
YTD - FY 24	155
YTD - FY 23	181
% CHANGE	-14.4%

MEDICAID	PASSENGERS
Oct-23	1,150
Oct-22	875
% CHANGE	31.4%
YTD - FY 24	4,328
YTD - FY 23	3,562
% CHANGE	21.5%

BCCA	PASSENGERS
Oct-23	2137
Oct-22	1693
% CHANGE	0.262
YTD - FY 24	7,968
YTD - FY 23	6,731
% CHANGE	18.4%

**ROCKFORD MASS TRANSIT DISTRICT
DEMAND RESPONSE REPORT**
MONTH OF: **Nov-23**

DEMAND RESPONSE						
	PASSENGERS	REVENUE	REVENUE HOURS	REVENUE MILES	WHEELCHAIRS	PRODUCTIVITY (Psgs/Rev. Hrs.)
Nov-23	9,348	20,631.75	5,474.5	77,867	1,803	1.71
Nov-22	8,750	21,545.00	4,484.9	67,221	1,781	1.95
% CHANGE	6.8%	-4.2%	22.1%	15.8%	1.2%	-12.3%
YTD - FY 24	44,826	104,506.10	25,711.0	368,383	8,979	1.74
YTD - FY 23	45,904	110,171.60	23,635.2	347,032	8,950	1.94
% CHANGE	-2.3%	-5.1%	8.8%	6.2%	0.3%	-10.3%

SMTD/MEDICAID PASSENGERS

SMTD	PASSENGERS
Nov-23	2358
Nov-22	2215
% CHANGE	6.5%
YTD - FY 24	10,835
YTD - FY 23	10,608
% CHANGE	2.1%

MCO	PASSENGERS
Nov-23	23
Nov-22	40
% CHANGE	-42.5%
YTD - FY 24	178
YTD - FY 23	221
% CHANGE	-19.5%

MEDICAID	PASSENGERS
Nov-23	1,124
Nov-22	788
% CHANGE	42.6%
YTD - FY 24	5,452
YTD - FY 23	4,350
% CHANGE	25.3%

BCCA	PASSENGERS
Nov-23	1922
Nov-22	1572
% CHANGE	0.223
YTD - FY 24	9,890
YTD - FY 23	8,303
% CHANGE	19.1%

**ROCKFORD MASS TRANSIT DISTRICT
DEMAND RESPONSE REPORT**

E-3(a)#989

MONTH OF: **Dec-23**

DEMAND RESPONSE						
	PASSENGERS	REVENUE	REVENUE HOURS	REVENUE MILES	WHEELCHAIRS	PRODUCTIVITY (Psgs/Rev. Hrs.)
Dec-23	8,732	18,620.50	5,296.8	71,339.0	1,577	1.65
Dec-22	8,196	18,443.05	4,314.7	61,365.0	1,634	1.90
% CHANGE	6.5%	1.0%	22.8%	16.3%	-3.5%	-13.2%
YTD - FY 24	53,558	123,126.60	31007.8	439,722	10,556	1.73
YTD - FY 23	54,100	128,614.65	27949.9	408,397	10,584	1.94
% CHANGE	-1.0%	-4.3%	10.9%	7.7%	-0.3%	-10.8%

SMTD/MEDICAID PASSENGERS

SMTD	PASSENGERS
Dec-23	2,166
Dec-22	2,004
% CHANGE	8.1%
YTD - FY 24	13,001
YTD - FY 23	12,612
% CHANGE	3.1%

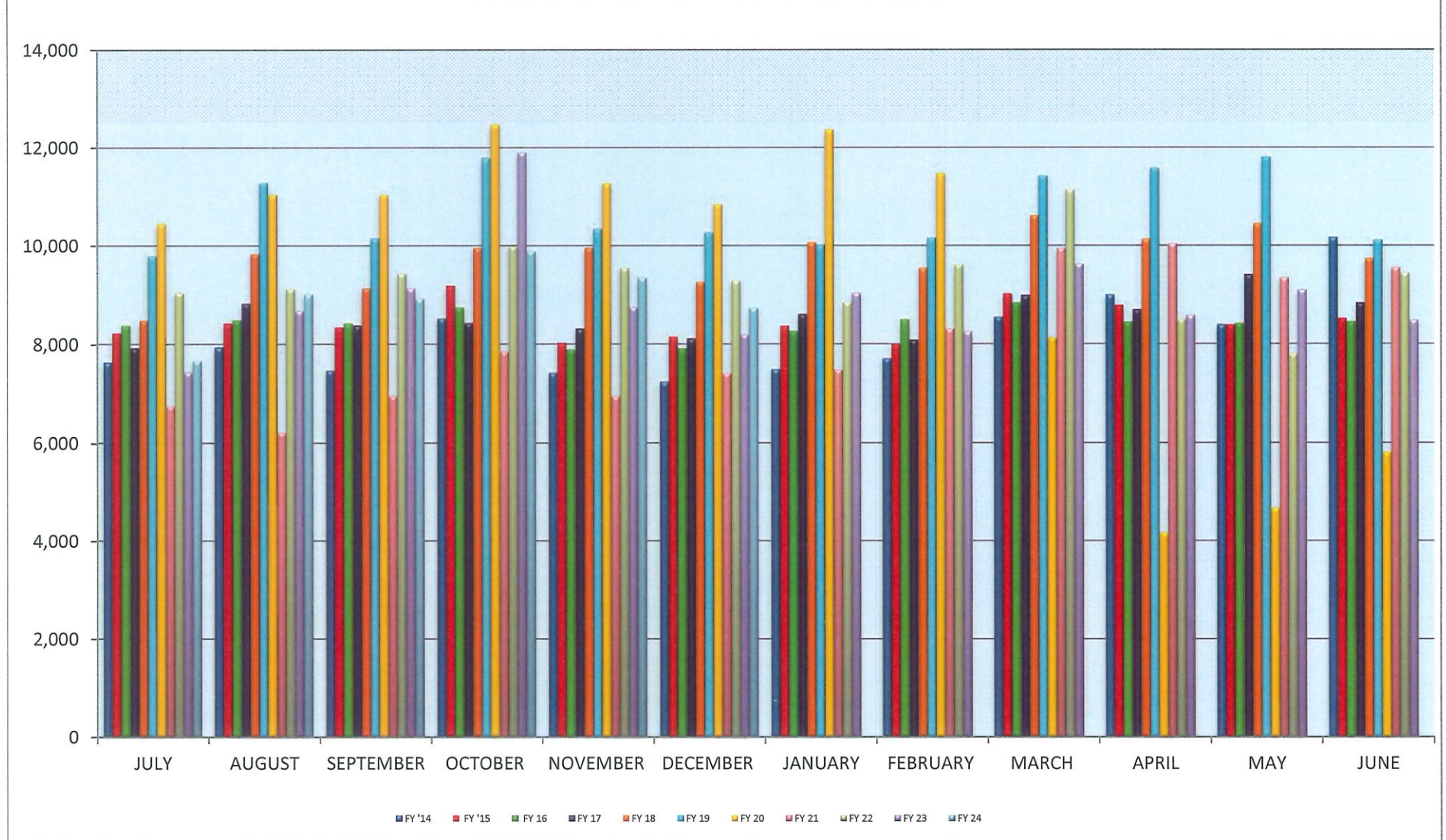
MEDICAID	PASSENGERS
Dec-23	1,048
Dec-22	812
% CHANGE	29.1%
YTD - FY 24	6,500
YTD - FY 23	5,162
% CHANGE	25.9%

MCO/BCCA PASSENGERS

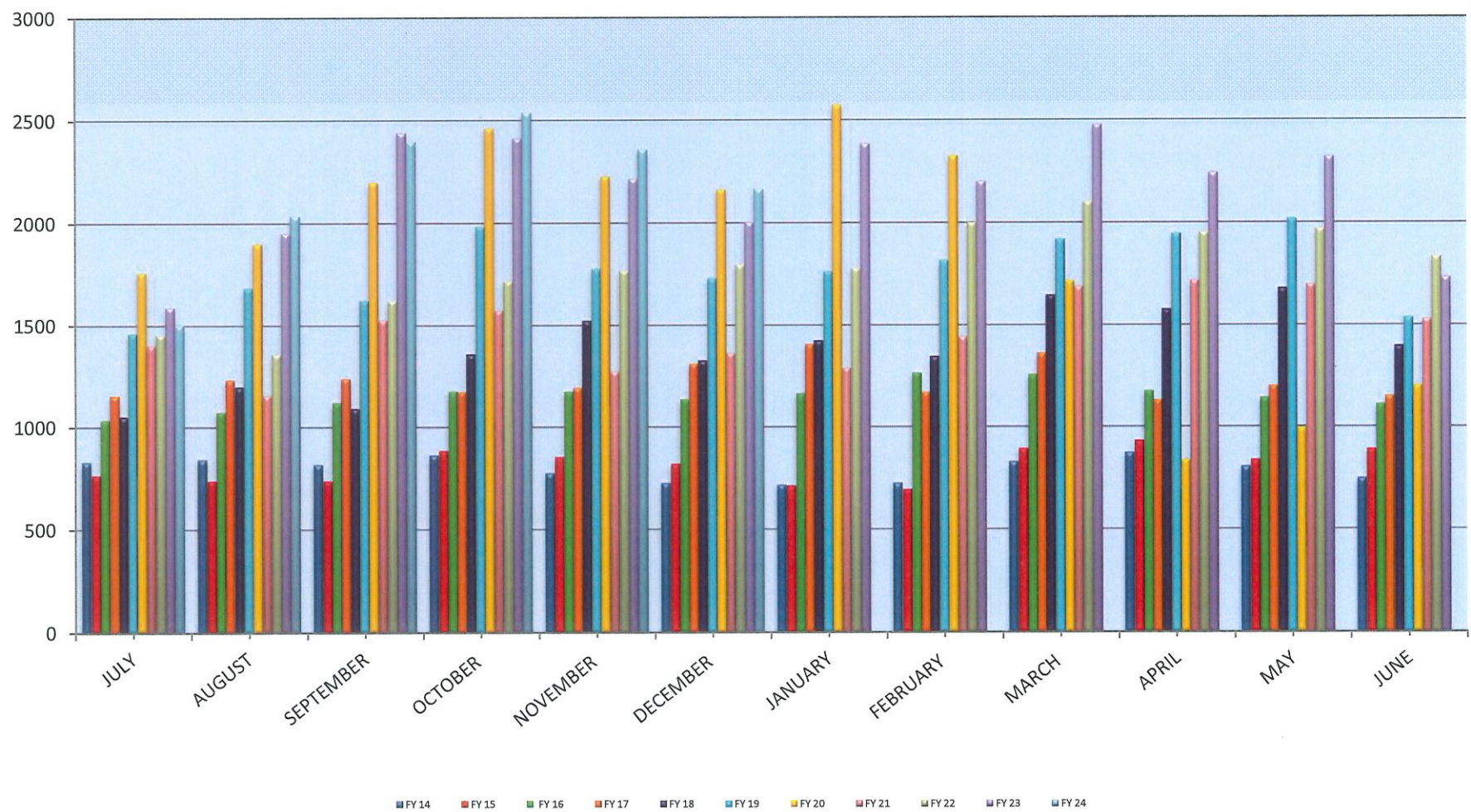
MCO	PASSENGERS
Dec-23	9
Dec-22	46
% CHANGE	-80.4%
YTD - FY 24	187
YTD - FY 23	267
% CHANGE	-30.0%

BCCA	PASSENGERS
Dec-23	1864
Dec-22	1721
% CHANGE	0.083
YTD - FY 24	11,754
YTD - FY 23	10,024
% CHANGE	17.3%

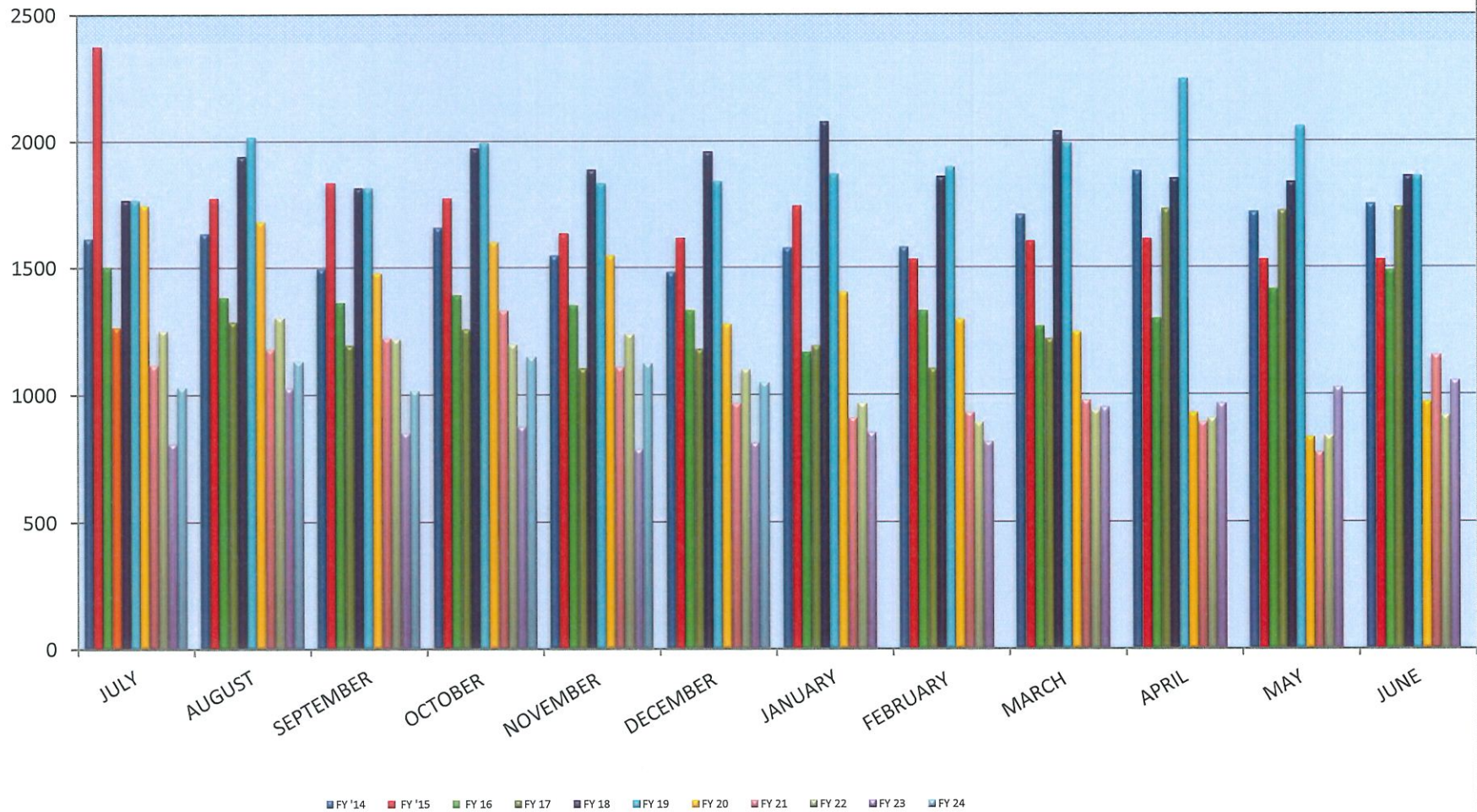
DEMAND RESPONSE PASSENGERS



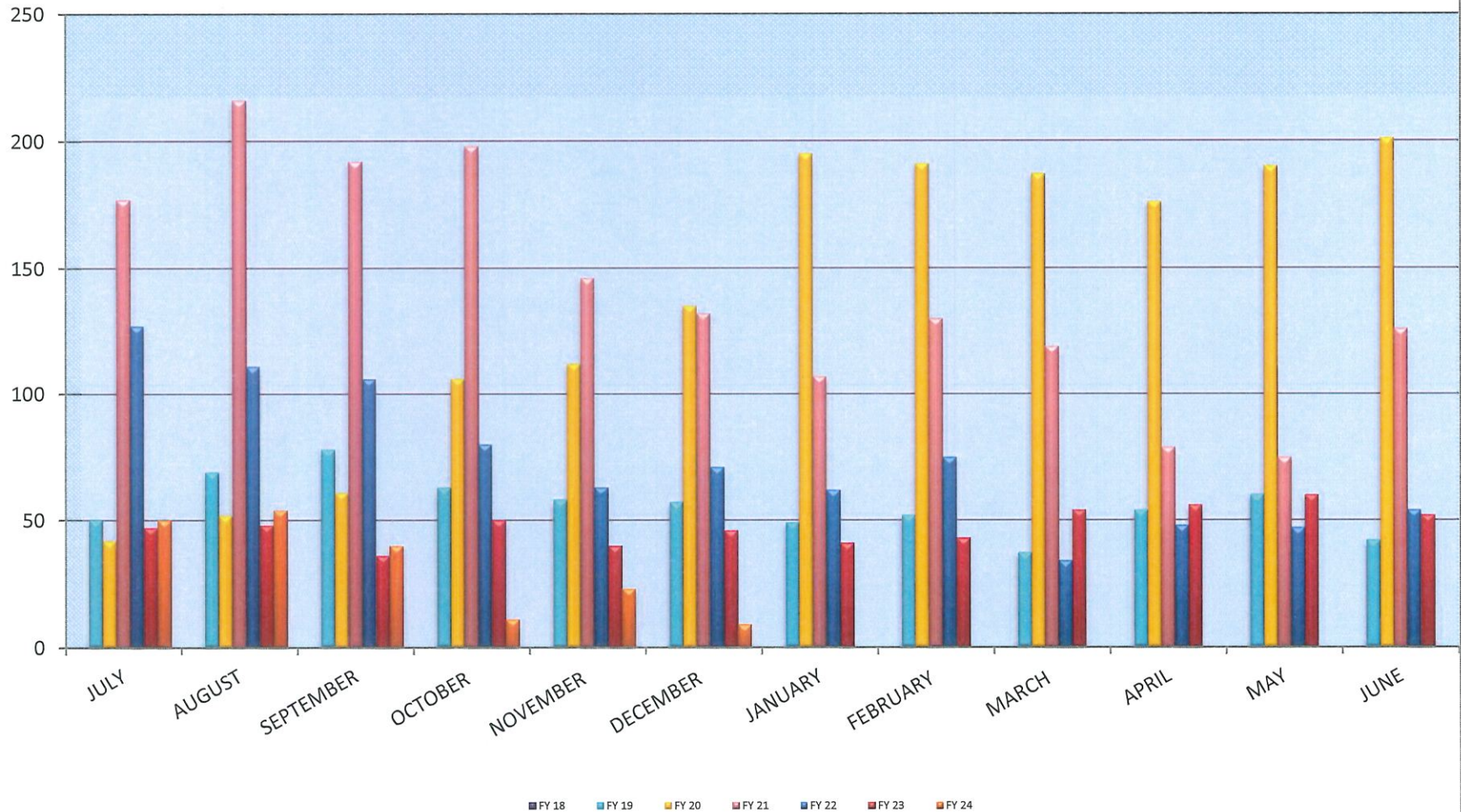
SMTD PASSENGERS



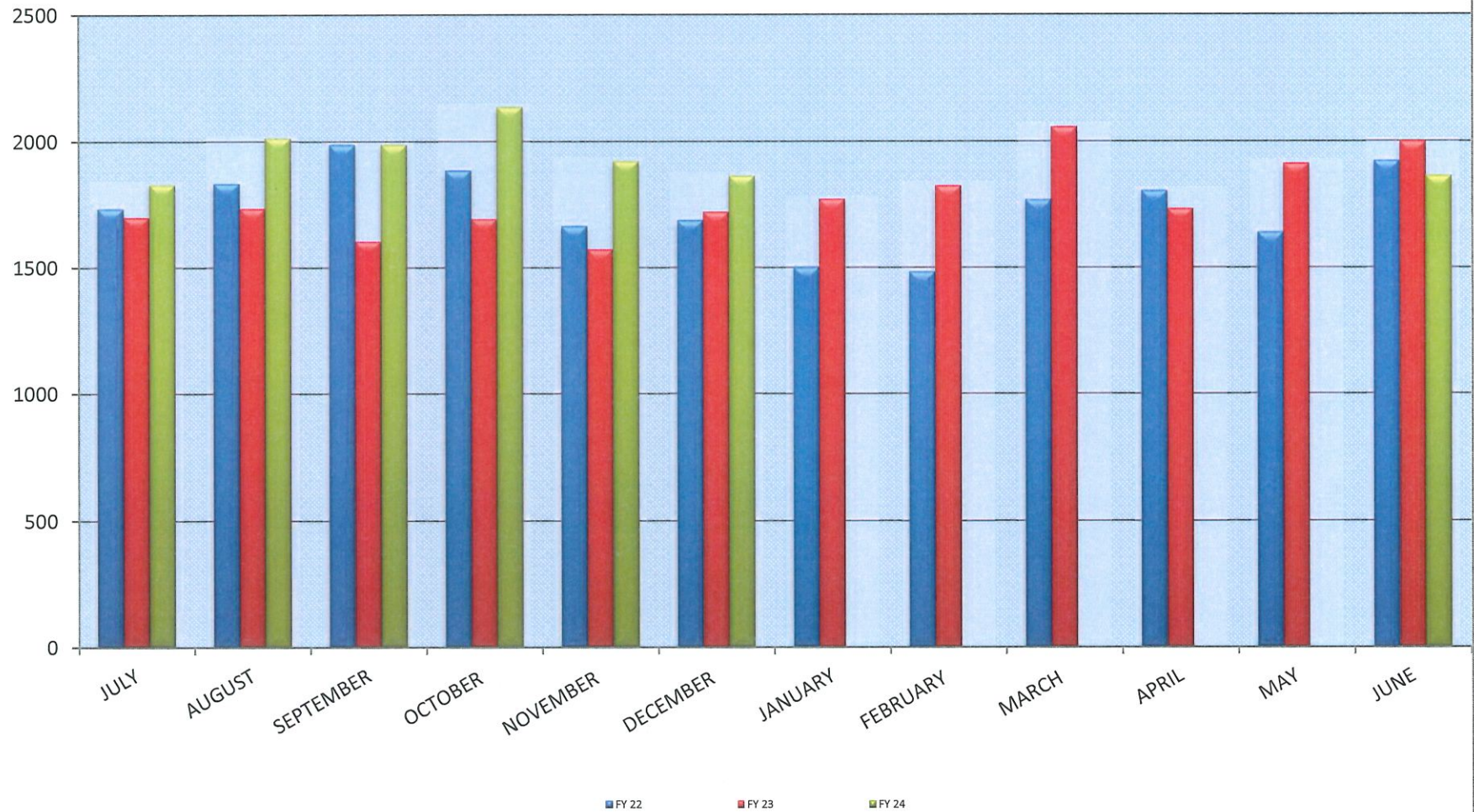
MEDICAID RIDERSHIP



MCO



BCCA





Boone County Government

1212 LOGAN AVE, STE 102
BELVIDERE, IL 61008
PHONE: 815-547-4770 FAX: 815-547-3579

December 27, 2023

Michael Stubbe
RMTD Executive Director
520 Mulberry St.
Rockford, IL 61101



RE: Fixed Route Bus Service to Belvidere

Dear Mr. Stubbe:

Thank you to you and the District for the continued support for public transportation in Belvidere/ Boone County. Your leadership and financial resources in providing fixed-route and demand bus service to our region has been much appreciated.

The Boone County Board has had discussions regarding the Urban Transportation Fund and the issues balancing that budget. The County Board made a decision to increase the Transportation Levy an additional \$110,000 next year but it is still not enough to fund all of the existing programs. The County Board has made the decision to eliminate the FIXED Route bus service in Belvidere/Boone County. Per the Agreement, this would be effective June 30, 2024. Boone County will continue offering DEMAND service and hopefully we are able to expand on that service to accommodate trips to the East Side Transfer Center.

Per our discussion, we will want to have a new Intergovernmental Agreement that illustrates the elimination of the fixed route service and the changes to the Administrative Fee.

Please let me know if you have any questions.

Thank you.

Sincerely,

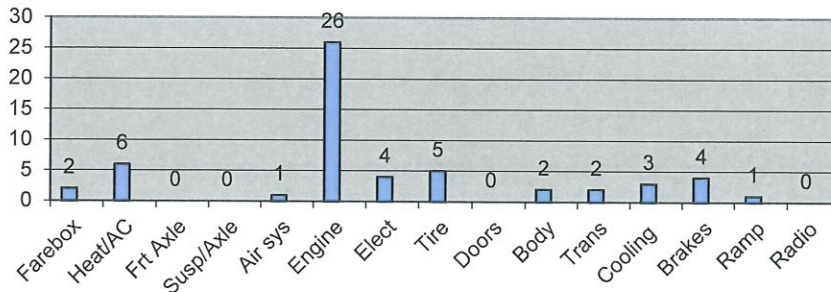
A handwritten signature in black ink that reads "Becky Tobin".

Becky Tobin
Boone County Administrator

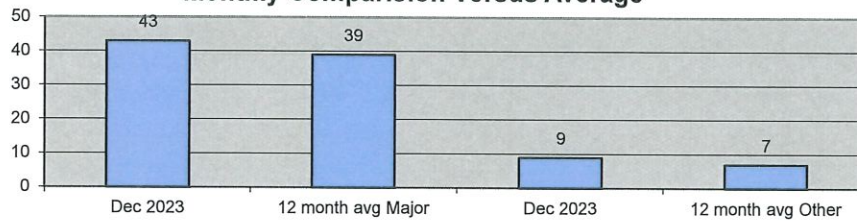
REPORT ON FIXED ROUTE BUSES Dec 2023

E-4 (A) #987

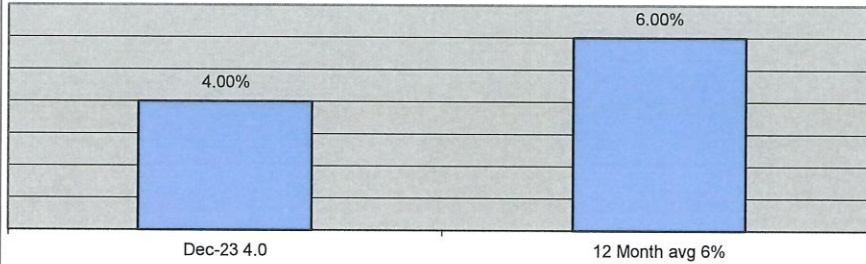
Road Calls by Category



Monthly Comparison Versus Average



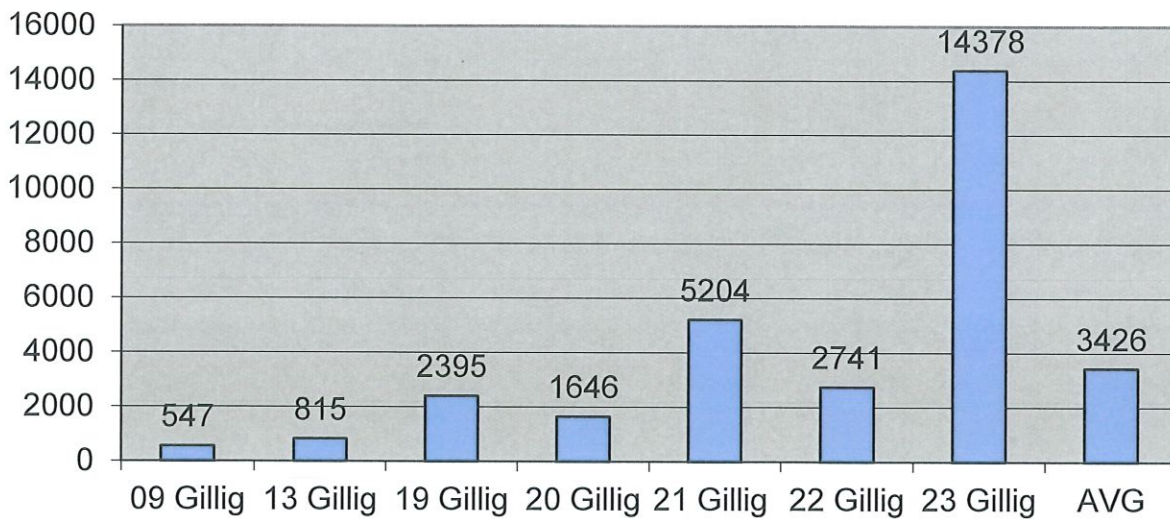
REPEATER COMPARISON



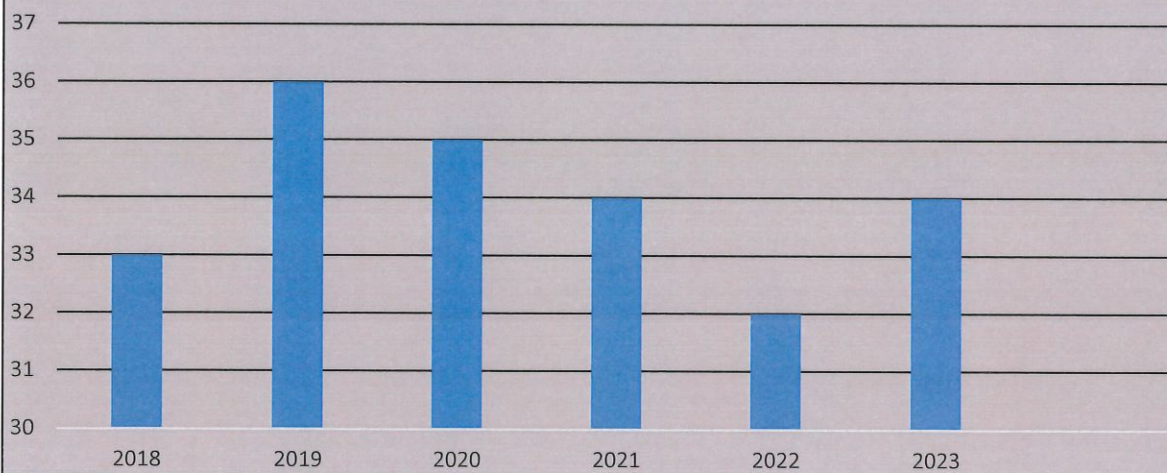
A repeater is any road call for the same issue that occurs more than once in a month.

December there were 2 repeat, 1302 Trans issues and 1301 stop engine,

AVERAGE MILES BETWEEN ROAD CALLS



PREVENTIVE MAINTENANCE INSPECTIONS

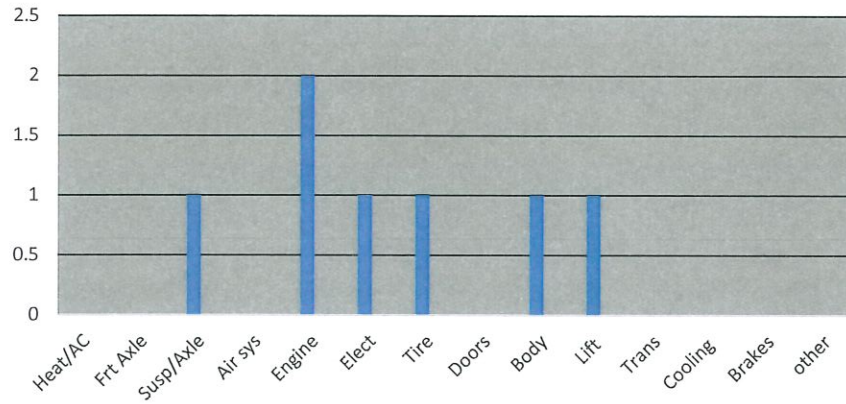


There were 34 inspections performed this month.
14 fixed route 20 were paratransit

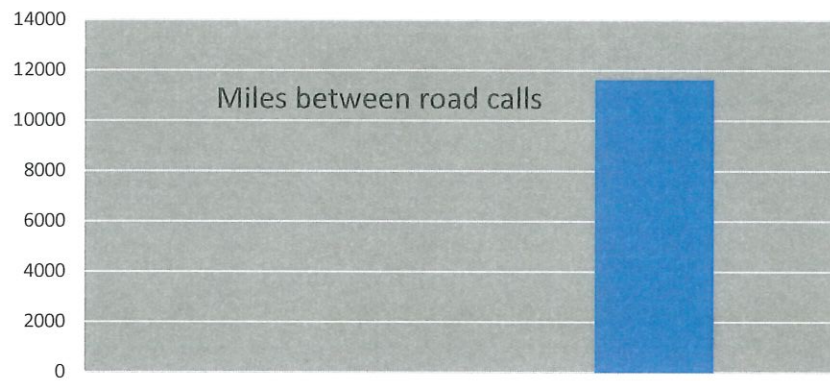
All were done per the maintenance plan.

REPORT ON PARATRANSIT FLEET DEC 2023

ROAD CALL SUMMARY



Miles between road calls



987- E-4 (b)

Maintenance and Facilities

January 2024

- **Charging infrastructure/Sprinkler upgrades:** Charge Point will be out by the end of the month to commission the chargers. The sprinkler install project is basically complete except for the testing of the Fire Alarm. Some wiring needs to be done before we can schedule the test. Once passed we are ready to start using the chargers in the main building.
- **New Parking Lot:** The parking lot project is complete and being used.
- **Paratransit van order:** Vans are scheduled to go on line the week of February 26th. We will have staff there for the build. We will be receiving a total of 14 vans.
- **Facility expansion project:** Plans have been sent to IDOT for review. We also had our first meeting with our Owner's rep this week.

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	\$104,500	\$17,233	\$495	\$9,196	\$131,424	Aug	\$266,165	\$53,464	\$607	\$6,745	\$326,981
Sep	\$141,879	\$75,997	\$155	\$4,827	\$222,858	Sep	\$158,412	\$89,062	\$540	\$3,486	\$251,500
Oct	\$160,137	\$128,914	\$110	\$3,517	\$292,678	Oct	\$159,787	\$38,781	\$492	\$4,517	\$203,577
Nov	\$129,833	\$88,309	\$310	\$5,323	\$223,774	Nov	\$111,728	\$69,280	\$380	\$6,704	\$188,091
Dec	\$111,279	\$45,880	\$376	\$4,291	\$161,826	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	\$959,204	\$450,766	\$1,551	\$31,314	\$1,442,835	YTD	\$2,700,588	\$820,257	\$7,939	\$56,172	\$3,584,955

	Medical	Rx	Vision	Dental	TOTAL
Dec 2023	\$111,279	\$45,880	\$376	\$4,291	\$161,826
Dec 2022	\$366,728	\$84,970	\$160	\$2,616	\$454,474
% Change	-69.66%	-46.00%	135.30%	64.03%	-64.39%

Dec 2023	\$111,279	\$45,880	\$376	\$4,291	\$161,826
Dec 2021	\$206,676	\$65,985	\$701	\$4,504	\$277,865
% Change	-46.16%	-30.47%	-46.28%	-4.73%	-41.76%

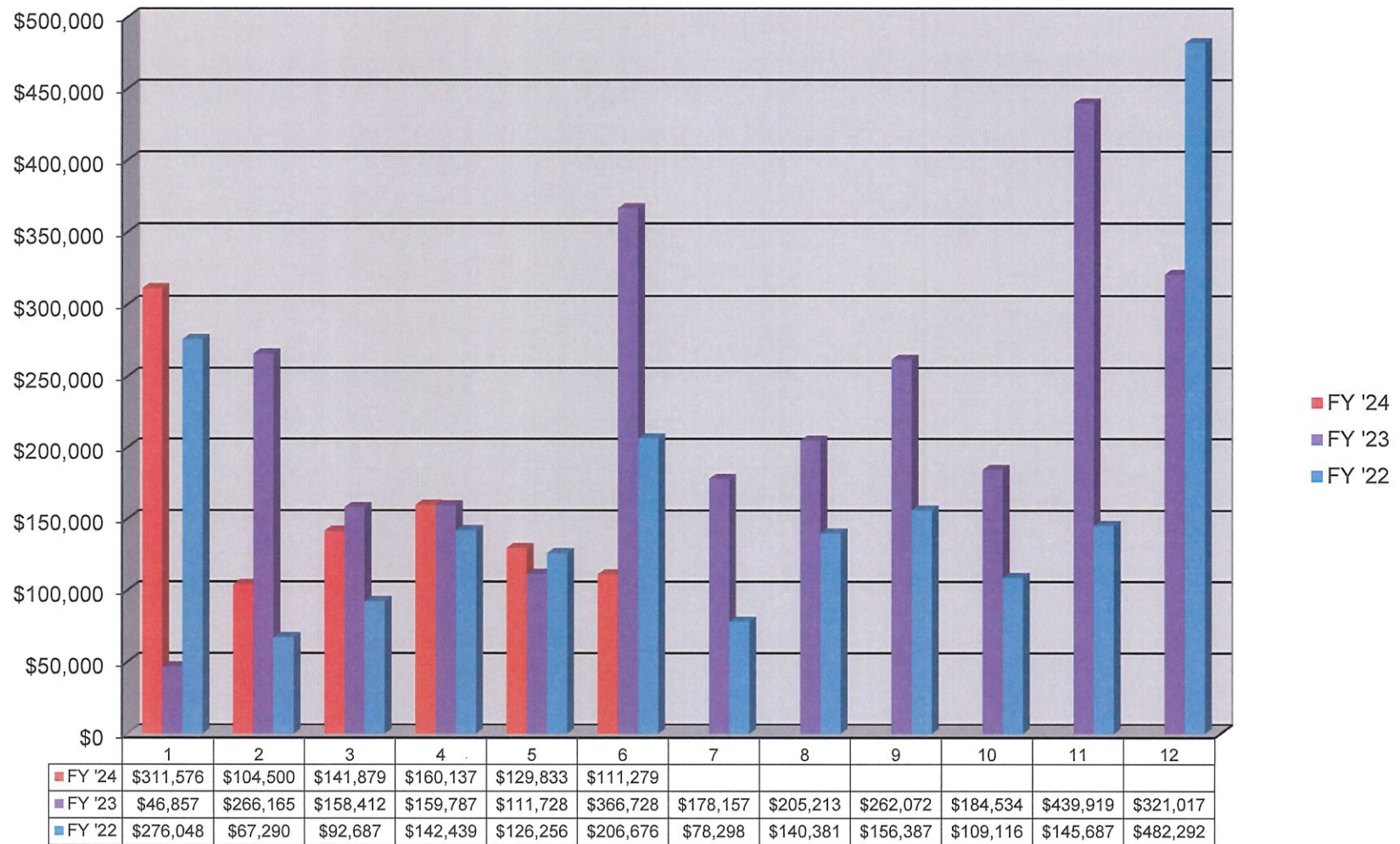
YTD - FY 24	\$959,204	\$450,766	\$1,551	\$31,314	\$1,442,835
YTD - FY 23	\$1,109,678	\$379,685	\$2,654	\$28,467	\$1,520,484
% Change	-13.56%	18.72%	-41.55%	10.00%	-5.11%

YTD FY 24	\$959,204	\$450,766	\$1,551	\$31,314	\$1,442,835
YTD FY 22	\$911,396	\$386,808	\$2,327	\$31,568	\$1,332,100
% Change	5.25%	16.53%	-33.34%	-0.80%	8.31%

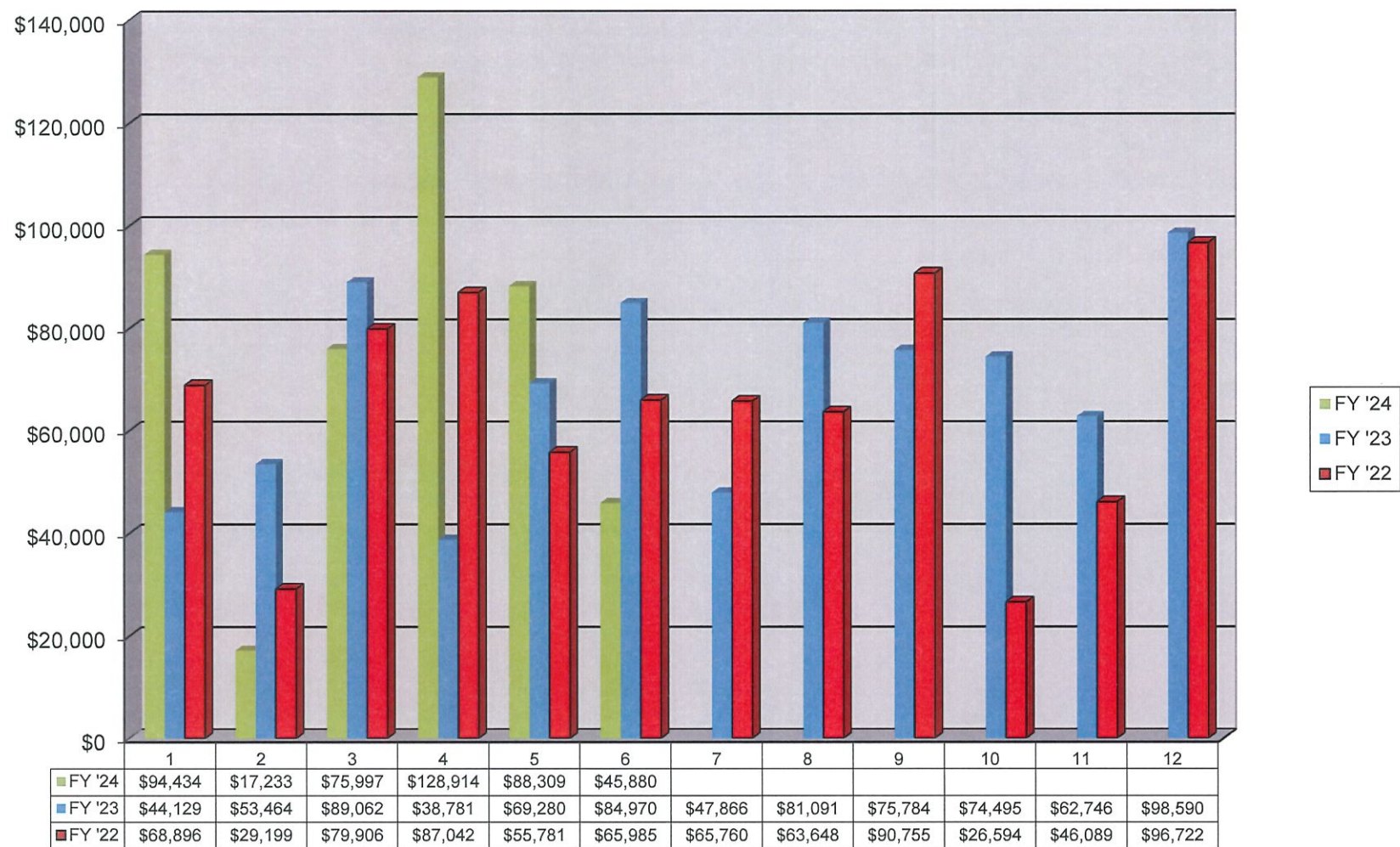
E-5 (a) #987

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

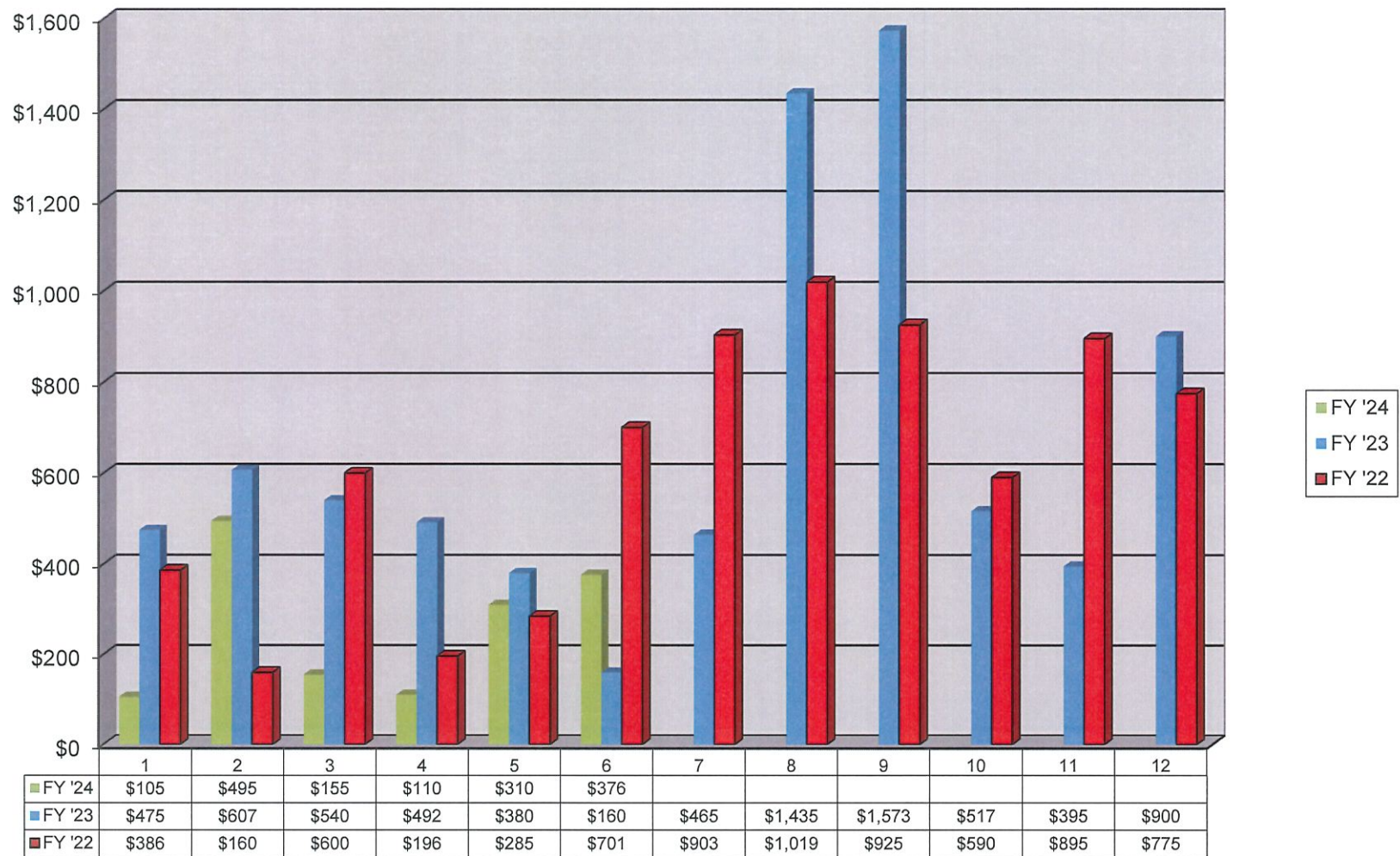
Medical Claims History



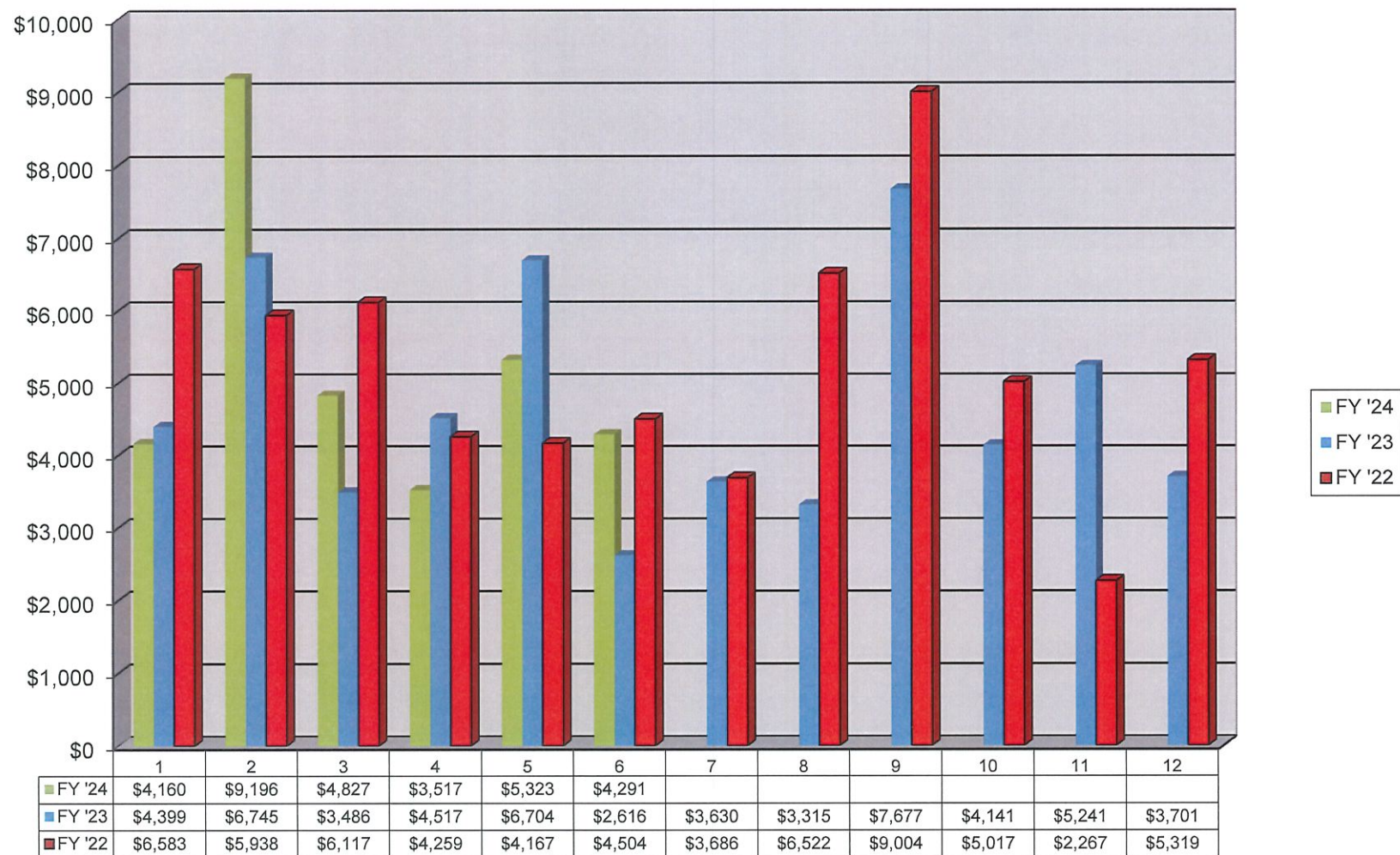
Prescription Claims History



Vision Claims History



Dental Claims History



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	\$104,500	\$17,233	\$495	\$9,196	\$131,424	Aug	\$266,165	\$53,464	\$607	\$6,745	\$326,981
Sep	\$141,879	\$75,997	\$155	\$4,827	\$222,858	Sep	\$158,412	\$89,062	\$540	\$3,486	\$251,500
Oct	\$160,137	\$128,914	\$110	\$3,517	\$292,678	Oct	\$159,787	\$38,781	\$492	\$4,517	\$203,577
Nov	\$129,833	\$88,309	\$310	\$5,323	\$223,774	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	\$847,925	\$404,886	\$1,175	\$27,023	\$1,281,009	YTD	\$2,700,588	\$820,257	\$7,939	\$56,172	\$3,584,955

	Medical	Rx	Vision	Dental	TOTAL
Nov 2023	\$129,833	\$88,309	\$310	\$5,323	\$223,774
Nov 2022	\$111,728	\$69,280	\$380	\$6,704	\$188,091
% Change	16.20%	27.47%	-18.45%	-20.60%	18.97%

Nov 2023	\$129,833	\$88,309	\$310	\$5,323	\$223,774
Nov 2021	\$126,256	\$55,781	\$285	\$4,167	\$186,489
% Change	2.83%	58.31%	8.74%	27.74%	19.99%

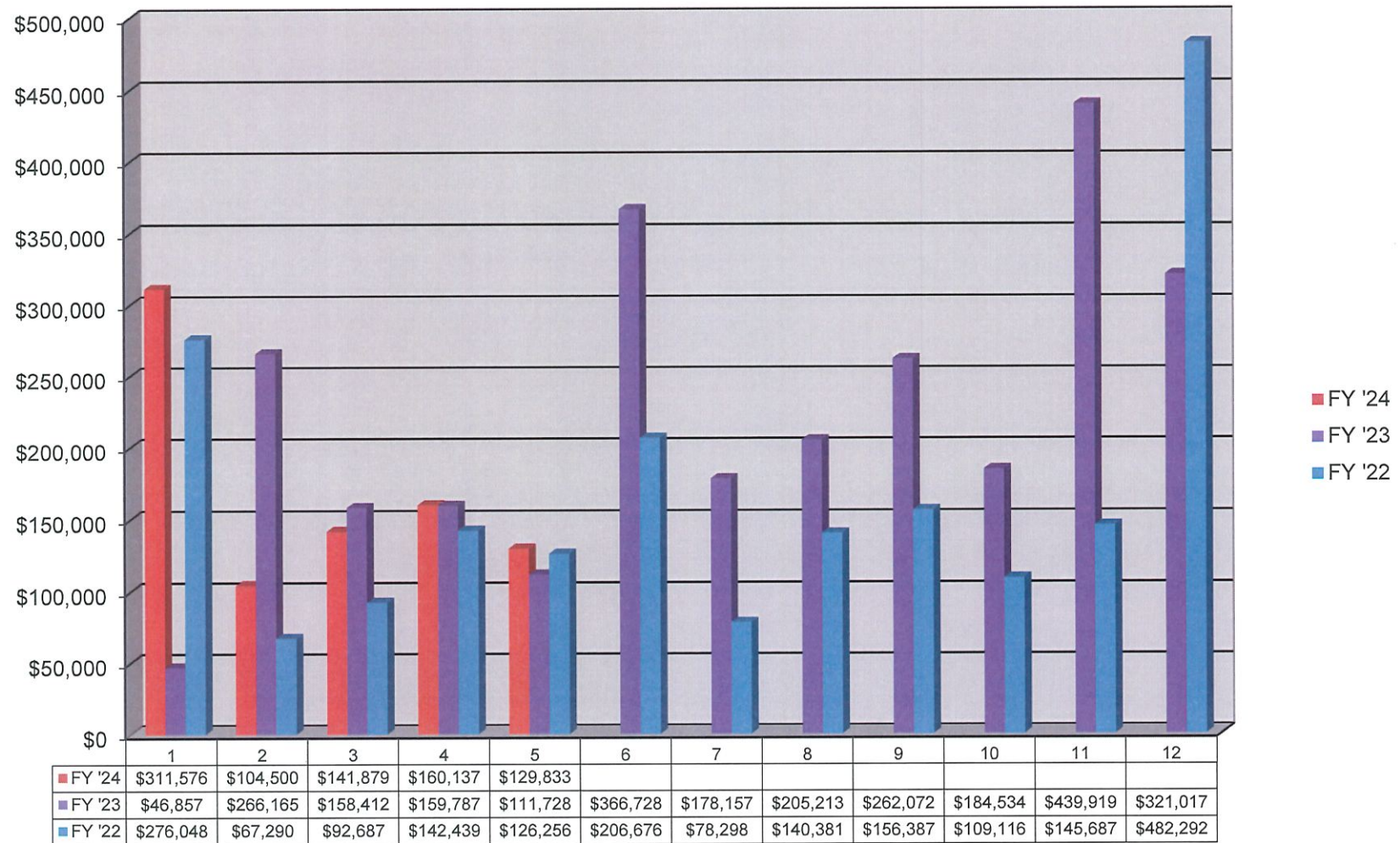
YTD - FY 24	\$847,925	\$404,886	\$1,175	\$27,023	\$1,281,009
YTD - FY 23	\$742,950	\$294,715	\$2,494	\$25,851	\$1,066,010
% Change	14.13%	37.38%	-52.89%	4.53%	20.17%

YTD FY 24	\$847,925	\$404,886	\$1,175	\$27,023	\$1,281,009
YTD FY 22	\$704,720	\$320,824	\$1,627	\$27,064	\$1,054,234
% Change	20.32%	26.20%	-27.77%	-0.15%	21.51%

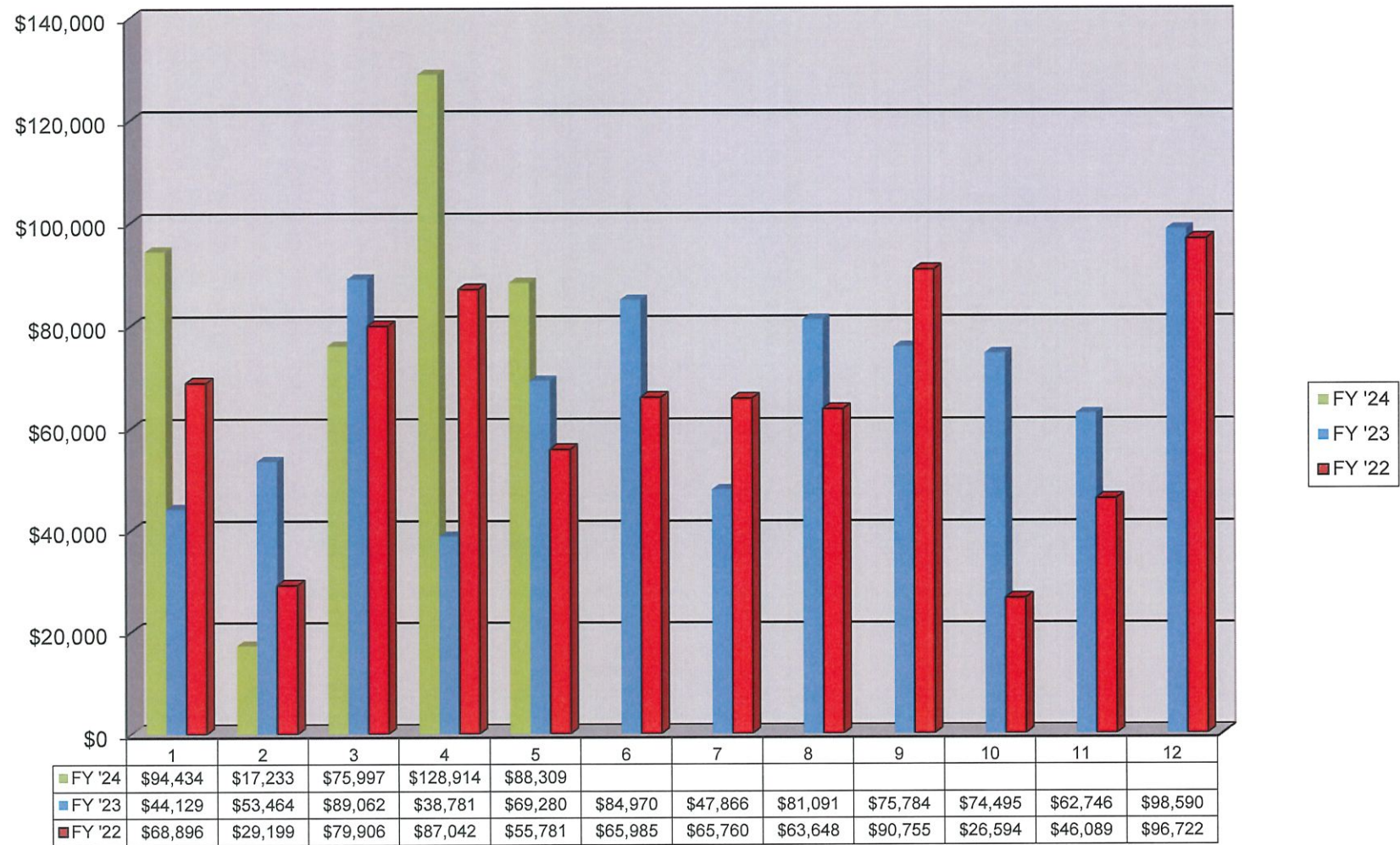
E-5 (a) #987

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
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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
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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

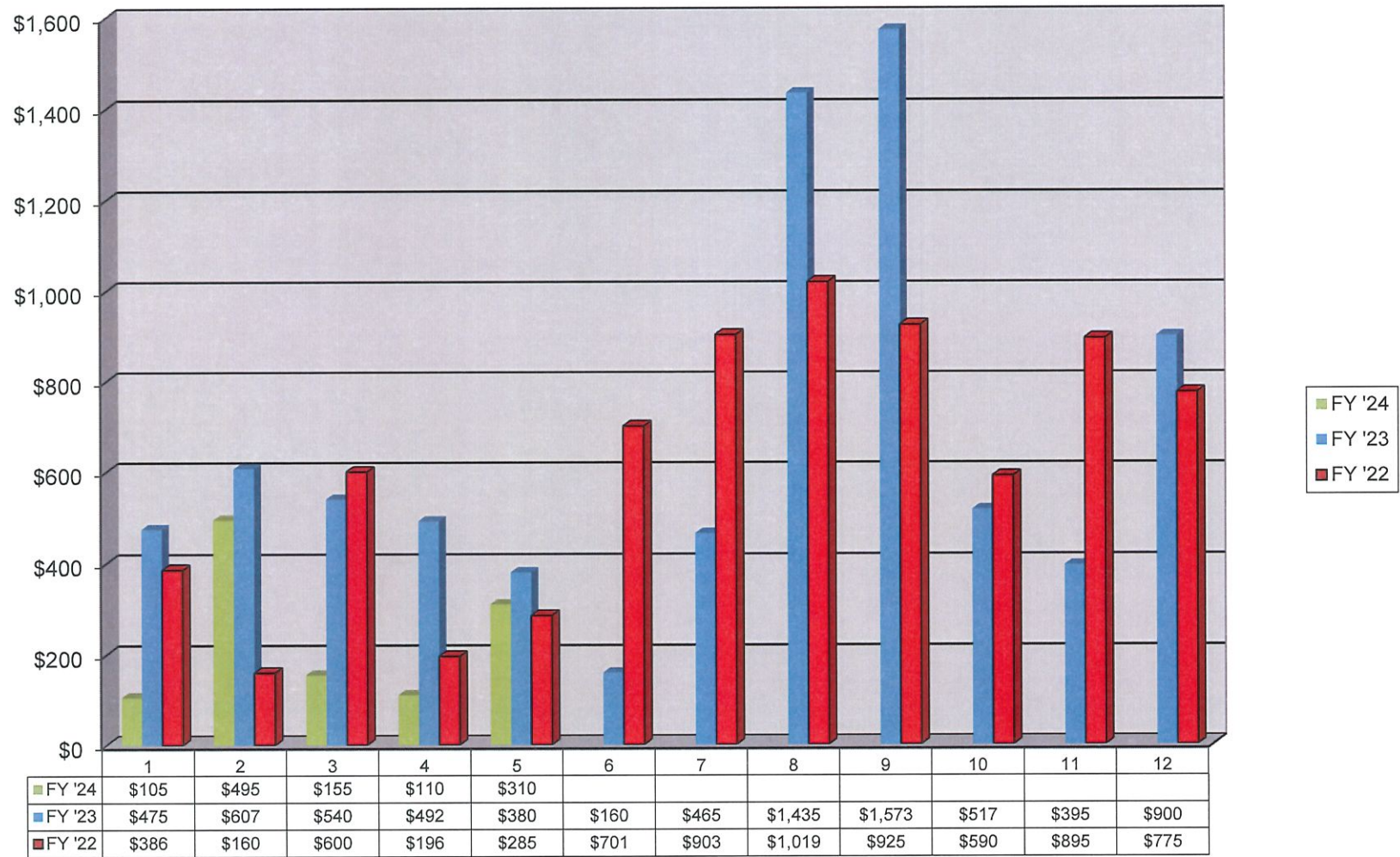
Medical Claims History



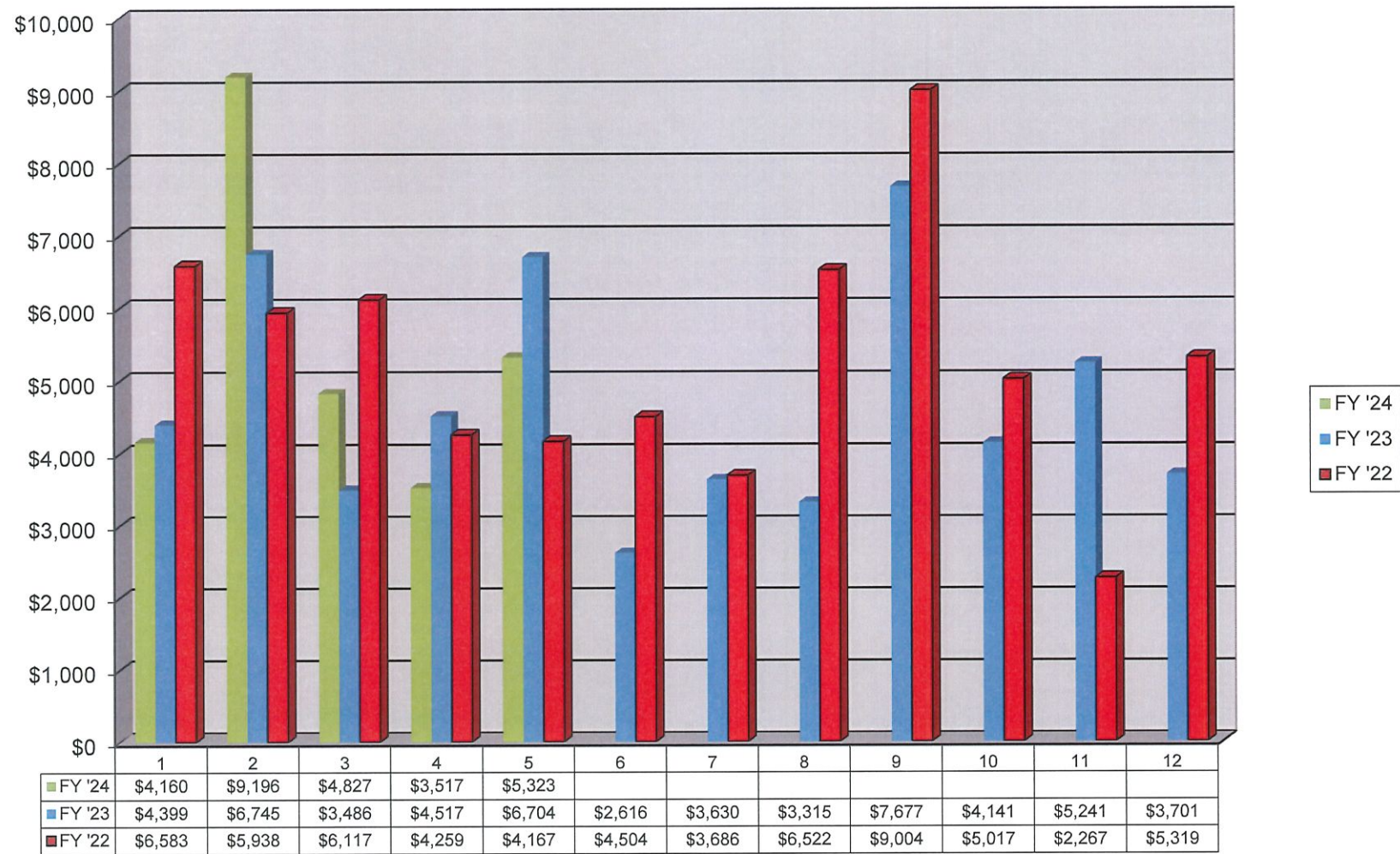
Prescription Claims History



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: 2025001
DATE: December 21, 2023

Please accept this order for (2) fully wrapped bus for 12 month(s), commencing 01/01/2025 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 \$12,000.00 in a one-time payment. Product or Service to be advertised: MacCloskey Kesler & Associates, LLP

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:

BUSINESS: MacCloskeyKesler & Associates,
LLP



Authorized Signature

ADDRESS: 308 W State, Suite 200

CITY: Rockford

STATE IL ZIP: 61101

PHONE: 815.965.2000

ACCEPTED:

DATE: _____

BY: _____

Executive Director

APPROVED DATE: _____

BY: _____

Chairman

Board of Trustees
 Rockford Mass Transit District

White - Client Yellow - Advertising Pink - Accounting

Advertising Agreement ("agreement") is made by and between the Rockford Mass Transit District, (The "District") and MacCloskeyKesler & Associates, LLP (the "Advertiser") and shall be effective as of the agreed date provided below. The District has determined that the dissemination of information relating to its services is necessary and in the public's best interest. The District has, therefore, approved an in-house marketing program for the sale of advertising space on and in its equipment and facilities. The District and the Advertiser desire to reduce to writing the terms of their agreement relating to the Advertiser's purchase of certain advertising

TO: RMTD Board of Trustees

FROM: Orlando Toatley, Marketing and Communications/Specialist

DATE: January 22, 2024

RE: Black History Month – RMTD Commemoration

As you know, February is Black History Month which commemorates the accomplishments of African Americans and highlights their important roles in U.S. History. In celebration, RMTD plans to display nine different street-side signs on our fixed route buses that will include not only recognizable national figures, but also local black/African American figures that have made a major impact on the Rockford community. These signs will be displayed in spaces that advertisement has not been purchased.

Figures Highlighted on signs

Local Names:

- **Constance Lane**- The first full-time black teacher in Rockford in 1954.
- **Mayor Charles Box**- Rockford's first elected black Mayor in 1989.
- **Gwyn Gulley**-Winnebago and Boone Counties first African American, and first African American woman elected judge.
- **Lewis Lemon**-One of three founders of Rockford. Also, a former slave that is now recognize several entities in Rockford, Illinois.

National Names:

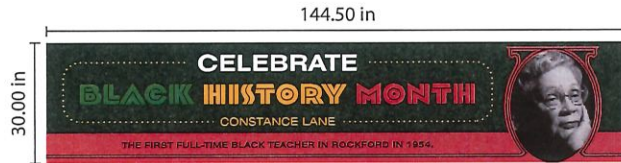
- **Martin Luther King Jr.**- "Darkness cannot drive out darkness; only light can do that. Hate cannot drive out hate; only love can do that."
- **Rosa Parks**- "You must never be fearful about what you are doing when it is right."
- **Ruby Bridges** – First African American student to integrate into a white elementary school in 1960.
- **Madam C.J. Walker**- First Black female Millionaire in America.

Additionally, RMTD plans to recognize Transit Equity Day/ Rosa Parks Day this year on February 4th. To celebrate this day, we will plan to reserve a seat with a small memorial for Rosa Parks on every fixed route bus in service for that day.

This is the first time that RMTD has made plans to celebrate Black History Month with signage as described. We ask for the Board's support in making this an annual occurrence. Thank you.

Black History Month - Street Side Signs

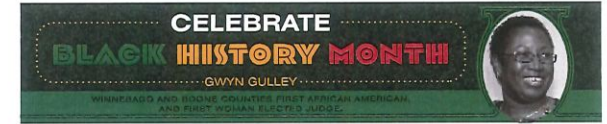
PROGRAPHICS



21355_L01_StreetSideSigns-BlackHistoryMonth_ConstanceLane_Design



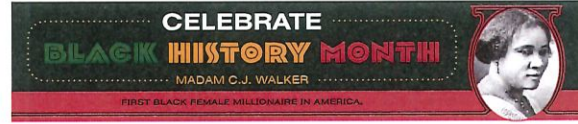
21355_L01_StreetSideSigns-BlackHistoryMonth_Flag_Design



21355_L01_StreetSideSigns-BlackHistoryMonth_GwynGulley_Design



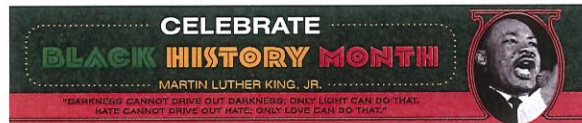
21355_L01_StreetSideSigns-BlackHistoryMonth_LewisLemon_Design



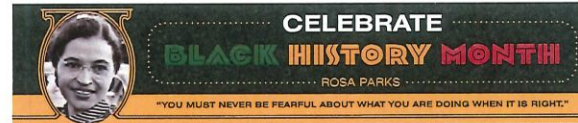
21355_L01_StreetSideSigns-BlackHistoryMonth_MadamCJWalker_Design



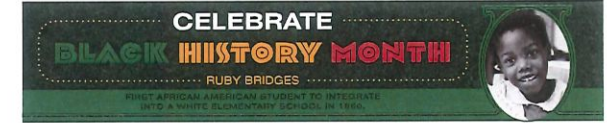
21355_L01_StreetSideSigns-BlackHistoryMonth_MayorCharlesBox_Design



21355_L01_StreetSideSigns-BlackHistoryMonth_MLK_Design



21355_L01_StreetSideSigns-BlackHistoryMonth_RosaParks_Design



21355_L01_StreetSideSigns-BlackHistoryMonth_RubyBridges_Design

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CUSTOMER:
Rockford Mass Transit District
JOB NUMBER:
21355
LINE NUMBER:
01

COLOR SPECS:
4c

PRINT SIZE: 145" x 30.5"
FINISH SIZE: 144.5" x 30"
BLEED, POLE POCKETS, and/or ADDITIONAL MATERIAL:
0.25" All Sides
QUANTITY: 1 of each

ARTIST:
AT
DATE:
16 / January / 2023

SCALE:
1:30
ROUND:
1



TO: Board of Trustees & Executive Director

FROM: Tricia Reed, Finance & Procurement Assistant

DATE: January 22, 2024

RE: FY '23 Fixed Asset Final Inventory Review

Beginning Balance:	
RMTD ASSETS 07/01/22	\$59,657,914
FY '23 ADDITIONS	\$6,589,964
FY '23 DELETIONS	<u>\$10,151</u>
Ending Balance: 6/30/2023	<u>\$66,237,727</u>
Less ACCUMULATED DEPRECIATION	<u>-\$26,880,201</u>
TOTAL CAPITAL ASSETS, NET	\$39,357,526

Original value of sold/scrapped equipment:	\$1,829,841
--	-------------

Proceeds from the sale of equipment:	\$500
Returned to FTA	\$0
Returned to IDOT	\$0
Deposited To Local Capital	\$500

Proceeds are deposited into the Local Capital Account to be used as local share in purchasing new equipment.

cc: P. Hughes
R. Schoepfer



ROCKFORD MASS TRANSIT DISTRICT

TO: RMTD Board of Trustees
FROM: Drexel McCalvin, Safety & Training Manager
DATE: January 18, 2024
RE: December 2023 Safety & Training Report

Risk Management Data – 12/1/23-12/31/23:

- Total Vehicle Accidents: 4
 - Revenue service accidents: 4
 - Responsible Party - RMTD: 0
 - Responsible Party - Other: 4
 - Non-revenue service accidents: 0
- Total Workers Compensation Injuries (Includes Rev/Non-Rev Service): 1

Agency Safety Plan Performance Data:

Fixed Route Service	Fatalities (Total)	Rate per 100k VRM	Injuries (Total)	Injuries (Per 100k VRM)	Safety Events	Safety Events (Per 100k VRM)	System Reliability Mean Distance
ASP Performance Target	0	0	8	.66	0	0	3,000 miles
FY 2024	0	0	4	.13	0	0	3292 miles

Demand Response Service	Fatalities (Total)	Rate per 100k VRM	Injuries (Total)	Injuries (Per 100k VRM)	Safety Events	Safety Events (Per 100k VRM)	System Reliability Mean Distance
ASP Performance Target	0	0	7	.61	0	0	20,000 miles
FY 2024	0	0	3	.32	0	0	2067 miles

Safety performance data is based on the safety performance measures established under the National Public Transportation Agency Safety Plan. FTA/National Transit Database reporting criteria.

Agency Safety Plan/Safety Committee Update:

- The Safety Committee is presently working on operator safety in dealing with hostile passengers.

Safety Training Update:

- Training is ongoing in the following areas: Responding to Violent Behavior or an Active Shooter, ADA, Customer Service Training, Hazard Communication, Customer Service Training, Bloodborne Pathogens and Preventing Back Injuries, and Winter Driving Safety.



ROCKFORD MASS TRANSIT DISTRICT

E-9 (A) #987

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

520 Mulberry St.
Rockford, IL 61101

rmtd.org →

TO: **Board of Trustees**

FROM: **Paula S. Hughes, Grants and Procurement Manager**

DATE: **January 17, 2024**

RE: **AWARD TELEPHONE TECHNICAL CONSULTANT SERVICES**

RMTD needs to replace our aging Telephone System and have State grant funds available to procure the system. The scope of the system's specifications is extremely technical and includes sophisticated software and a great variety, and quantity, of electronic hardware.

RMTD Staff would like to ensure the successful deployment of the phone system and that the process be both effectively and efficiently managed with the best results possible from creating the technical specifications along with project management through project completion.

With limited in-house expertise to provide sufficient technical support, Staff is recommending contracting for Technical Consultant Services to assure that this system is purchased, installed, and implemented to best meet all RMTD needs - up to and including, system testing and acceptance.

RMTD solicited quotes for this service. Two quotes were received. AECOM Technology Solutions Group's proposal totaled \$32,910 and Arcadis IBI Group's proposal totaled \$59,420.

Services to include:

- Evaluation of existing voice service and requirement compilation
- Creation of detailed technical specifications for the Request for Proposal
- Evaluation of the vendor proposals
- Project and vendor management services
- Onsite technology installation oversight

RMTD staff recommends awarding to the lowest cost proposer, AECOM, for \$32,910 for up to 14 months of service utilizing IDOT operating (DOAP) funding for 65% of the cost with the remaining 35% coming from local sources.

We are requesting that the RMTD Board of Trustees approve the Telephone Technical Consultant Services award for \$32,910 to AECOM Technology Solutions Group.

Voice Solution Overview

Proposal for voice system technology requirements and
proposal evaluation

Rockford Mass Transit District

January 3, 2024

Date: January 3, 2023

Rockford Mass Transit District
Attention: Paula Hughes

RE: Proposal – Replacement of enterprise voice solution

AECOM Technology Solutions Group (TSG) is pleased to submit this proposal for professional technology consulting, requirements analysis, and proposal evaluation for the Mass Transit District's replacement voice solution.

The TSG engineers will coordinate with the RMTD to deliver a comprehensive enterprise voice solution that meets the customer's budgetary, organizational, and technological requirements. Our technical expertise offers an innovative approach to the design and technical writing skillsets, while also combining fiscal responsibility. With a portfolio that ranges from brand-rich hospitality environments to large, mixed-use developments, our Technology Solutions Group offers an integrated approach to consulting, design and delivery services.

Big or small, international or right in our backyard, TSG delivers high-quality design that combines our rich and diverse experience with a thorough understanding of our clients' business goals. We are an organization with deep roots in the design and delivery of highly complex and state-of-the-art technology projects. This experience, as well as our ongoing project experience should provide you with a level of comfort that we have the expertise to effectively integrate with all the team members who will influence the systems and requirements of this new mixed-use development.

Because of our integrated, in-house capabilities, we can offer all the proposed technology consulting, technical writing and design services from a single team. Consequently, we are providing you with a consolidated response that demonstrates our integrated team approach for the voice system design and architecture, technical evaluation of existing and desired features, solicitation of voice system products and services, as well as expert evaluation of competing solutions.

Why AECOM's Technology Solutions Group?

AECOM's Technology Solutions Group consists of professionals that are locally and globally recognized leaders in their respective roles in the technology design and consulting industry. We are one of the largest teams of consultants in the world with many of our members sought after for training and national presentations across multiple industry groups, including AIA, APOLAN, ASHE, ASIS, AVIXA, BICSI, CSI, HIMMS, IEEE, SIA, NFMT and NSCA. We believe that we are providing you with the absolute best team available in the industry for this project.

Please do not hesitate to contact us with any questions you might have after you have reviewed the enclosed proposal. We look forward to offering any further information you might find necessary.

Thank you for your consideration.

Respectfully,

S. Blaine Overstreet
Senior Solutions Consultant
(919) 748-9174 blaine.overstreet@aecom.com
Technology Solutions Group (TSG)

Scope of Services

Enterprise voice system requirements analysis and proposal evaluation

AECOM's Technology Solutions Group (TSG) proposes to provide professional Technology Consulting, Design and Technical Writing services for RMTD's voice system replacement project.

Consulting and Design Services	In Base Proposal	Extra Service
Requirements gathering, telephonic interviews, evaluation of existing voice subscription services.	✓	
Creation of a design package consisting of detailed specifications, feature requirements including disaster recovery considerations, call center (ACD) requirements, call recording, ACD statistics display, voicemail, and remote worker features such as call forwarding and soft phones	✓	
Create a formal Request for Proposal procurement package consisting of, Summary Statement, Scope, Pricing Format, Insurance Requirements, Work Requirements, Projected Schedule and bid response peer review.	✓	
Evaluation of vendor proposals	✓	
Project and vendor management services		✓
Onsite technology installation oversight		✓

NOTES TO ABOVE TABLE:

In Base Proposal: Included in this Base Proposal. AECOM will coordinate work with other consultants as necessary.

Extra Service: Service not included in Base Proposal but could be added upon Client's authorization.

TECHNOLOGY DESIGN SCOPE OF WORK

TECHNOLOGY DESIGN AND RFP TECHNICAL WRITING SERVICES

AECOM will provide voice system design and technical requirements package based on coordinating conference calls with RMTD-designated staff. The documents will include the summary of RMTD requirements, specifications, and project schedule. Additionally, AECOM will deliver a draft RFP for initial peer review, will then revise based on feedback from the client, and submit a final RFP version ready for release to qualified bidders.

The documents will be coordinated with other disciplines as required.

DELIVERABLES

- Kick-off meeting and coordination meeting minutes
- Voice system feature requirements
- Ancillary system requirements including ACD, call reporting, voicemail, and unified communications integration
- Network requirements
- Draft Request for Proposal
- Final Request for Proposal (ready for release)
 - Instructions to Proposers
 - Evaluation Criteria
 - Payment Milestones
 - Price Proposal Form

- Technical Evaluation Memorandum
- Vendor interview/demo support (3)
- Shortlist Interview Evaluation Support
- Vendor proposal evaluation
- Technology solution recommendations
- Design coordination meeting minutes
- System Test and Acceptance Documentation

MEETINGS

- Kick-off Meeting
- Stakeholder Requirements Interviews (5)
- Bi-Weekly project coordination meetings (28)
- Voice solution design progress meetings (2) via video conference
- Participate in weekly project meetings via video conference or as required
- RFP creation meetings (2) via video conference

OPTIONAL PROFESSIONAL SERVICES (OPTION 1)

Post-award of the telephone system opportunity, AECOM will provide onsite professional project management services during the period of the telephone system installation. This service includes a period of performance for pre-installation coordination with the vendor and onsite installation oversight for a total duration of no longer than 2 weeks (including 4 days onsite) and no more than 3 coordination meetings. The deliverable at the end of this period will be a test and acceptance document detailing telephony metrics, as-built documentation, and vendor support information.

CLIENT'S RESPONSIBILITIES

Prior to commencement of the work, the Client shall furnish to AECOM full information as to their end user requirements, RMTD insurance and procurement requirements, operational standards and guidelines, RFP template (if applicable), project schedule, and all such information which shall be pertinent to the creation and carrying out of the voice system design and implementation.

The Client shall designate a representative authorized to act in the Client's behalf who shall make decisions with respect to the project. The Client, or such authorized representative, shall examine the voice solution design and draft RFP submitted by AECOM and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the process of AECOM's technology design services and RFP release.

It is the sole responsibility of the Client not to infringe on any copyright, trademark or design-right of the original manufacturers specified.

Client warrants that in transmitting existing documents prepared by other designers or design professionals, or any other information, Client is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

PERIOD OF PERFORMANCE

Deliverables provided in this scope of work are based upon a 14-month period of performance from the date of contract execution. Delays in the project schedule outside the control of AECOM may result in additional fees.

COMPENSATION FOR PROFESSIONAL SERVICES – Base Proposal

AECOM will provide professional services on a lump sum basis in the amount totaling **\$17,430**.

Option 1 – Additional Project Management/Installation Oversight

AECOM will provide professional services including project management and installation oversight and travel expenses on a lump sum basis in the amount totaling **\$15,480**.

AGREEMENT

This proposal and its pricing are contingent upon reaching mutually agreeable contractual terms and conditions. Sales tax, if applicable, is not included in the pricing.

END OF VOICE SOLUTION REPLACEMENT SCOPE OF SERVICES

RESOLUTION R-24-01

TO: RMTD Board of Trustees
FROM: Susan Campbell, Director of Human Resources
DATE: January 22, 2024
RE: RMTD 457 Plan Amendment

The following changes, which were mutually agreed upon during collective bargaining sessions in 2023, will be made to the RMTD 457 (b) Employee Deferred Compensation Plan upon review and approval by the RMTD Board of Trustees. The Board of Trustees shall authorize staff to implement the changes, which will be retroactive to January 1, 2024.

Employer Contributions

For those participants who are not covered by the defined benefit plan sponsored by RMTD, the Employer shall match every dollar contributed each pay period by a Participant who contributes 2.25% of their total compensation at a maximum rate of 4.5% of their total compensation.

Vesting

Participants' contributions and the employer match are 100% vested as of the date of an employee's initial participation.

In-Service Distributions

A Participant may withdraw all or any portion of his/her vested Account Balance, to the extent designated, upon the attainment of the age of 60.