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AGENDA

Meeting of RMTD Governing Board

April 16, 2025 / 4:30 PM

210 E Progress Drive, Dixon, IL

**Roll Call** 4:33 PM Ermir Ramadani, Board Chair

Greg Sparrow, Vice-Chair

Aaqil Khan, Treasurer – via phone

John Finfrock, Board Member

Jeremy Englund, Board Member

Greg Gates, Executive Director, RMTD

Kendra Hull, Secretary (Absent), Minutes taken by Kristina Jones

**Guests** – Charlie Simms, Steve Davis, Kristina Jones, Chet Olson

**ACTION: Approval of March 19, 2025, Minutes** – Discussion: no discussion

Motion: Greg Sparrow

Second Motion: Aaqil Khan

Opposed: 0

**Public Comment** – Charlie Simms wanted to point out to the board that the training time for drivers has been greatly reduced with the help of Steve Davis, and he feels it has been a great improvement.

Greg introduced Charlie as the Employee of the Year for 2024, and he will be attending the Roadeo at RTAC representing RMTD. Charlie is an accomplished driver and well respected by the staff here.

**Executive Director** – Monthly Report is included with this month’s meeting materials

**Budget / Contracts for FY2026 (July 1, 2025 – June 30, 2026)** – Applications for FY2026 contracts have

been finalized and submitted to IDOT for their review. Funding Allocations for FY2026 are as follows: 5311

Contract: $283,450; DOAP Contract: $2,240,400; 5311F Contract (I-88 and I-39): $2,029,606.

IDOT has notified us that the DOAP and 5311 applications have been approved. 5311F is pending the RFP.

DOAP reappropriation has been approved. We will be receiving a total of $370,000, bringing our allocation for FY 2025 to $2,240,400, which is the same amount we will receive in the next (FY 2026) year.

**Winnebago County Services**

Greg and Steve Met with Rockford MTD and Stateline MTD concerning the service areas in relation to their areas and how we will handle the rides that cross boundaries. Plans will continue to be discussed. Identified 5 possible transfer points.

IDOT is assisting us with securing three (3) vehicles – two minivans and one light duty – for use in Winnebago County. They are hoping to get those vehicles to us before July 1st.

Greg and Kristy will be working on getting the IDOT application for Winnebago County completed and uploaded now that we can access the Winnebago Co portal in Black Cat. The contractual budget proposed by IDOT for this new rural service is as follows: 5311 Contract: $207,864 and DOAP Contract: $798,728.

RMTD will be working on getting the public aware of the new service in Winnebago Co.

We now have our **six (6) new vehicles**. In the process of getting those wrapped or branded.

No news on the **pre-bid concurrence with IDOT**. This pre-bid concurrence will allow for us to go out for a general contractor, specifically for the Oregon Office Construction Larson and Darby, architectural firm out of Rockford, is the architect / engineering firm hired for the Oregon Construction project. This project is part of RMTD application under REBUILD 1.

**Transit Desert Grant** is working on focus groups, public survey and interviews with key stakeholders.

**ICB RFP** – deadline was 4/15 at 1pm. Greyhound submitted an application. No other responses were received.

**Donations** – sent 4 requests for donations out since last meeting. Donation/charitable contribution requests have been made to Com Ed, Nicor, OSF and Mercy Health.

**Follow up** for Board Member Finfrock. Difference between fuel and EV vehicles cost to travel $950 for fuel vehicle, $120 for EV bus. Offset with cost to purchase fuel vehicles vs EV – could by 3 fuel for the cost of 1 EV.

**Assistant Director of Operations – Ridership Report –** 5 of the new vehicles will be in service 4/17. Last one will be fully wrapped and ready next week.

We are fully staffed with drivers. Last driver is fully trained and increasing holding pen to 180 again.

No denials in March!

**Manager of Finance – Financial Report –** Distributed financials for March 2025 along with a graph showing the trend of revenues and expenses to date this fiscal year. Of mention is the down-trend in expenses. March had no out-of-the-ordinary expenses.

Added a new Restricted Donations ‘fund’ to post donations to so that reports can be printed for tracking.

Hoping to have the insurance decreased for the seven (7) Greyhound vehicles. It was discovered that they are actually owned by Greyhound. We have had a discussion with Gallagher Bassett and we are waiting on a response.

Have sent out an application to Ryan Harrison to quote the insurance for next year.

Received notification today that the Social Security Administration has approved our Section 218 Agreement. We should receive official notification soon.

**Manager of Human Resources – Staffing Report –** Troy Morse was hiredon 4/1/25 as a PT Driver. Rick Shroyer will be starting on May 5th as a PRN Driver.

**Old Business**

**Hydrogen Fuel Cell Vehicle Study** – RMTD completed the RFP process for a Project lead Consultant for

the Hydrogen Fuel Feasibility Study. The review committee completed a review of the application received

from the University of Illinois Urbana-Champaign. A contractual agreement has been shared with UIUC.

Working with the University to finalize the agreement for the consultant work. IDOT State Planning and

The research program has awarded $300,000 to assess the feasibility of using hydrogen fuel cell vehicles

and hydrogen fuel in rural Illinois.

**CVP Vehicle Procurement / Summer 2025** – RMTD picked up six (6) proposed vehicles from IDOT on

March 26, 2025. RMTD received two minivans and four light duty buses via IDOT’s 2022 CVP Application.

IDOT is planning a second CVP round of vehicles. Applications will be available this summer. RMTD

collaboration with IDOT on a federal proposal to the Low/No Emission Grants. RMTD will procure two (2)

electric buses via this proposal.

**Fore! Wheels Golf Outing Fundraiser / June 19, 2025 @ Lost Nation Golf Course**

As of the Board meeting, an estimated $10,000 had been committed in either sponsorships and/or committed golfers. Total golfers committed as of the meeting was 62.

**ACTION ITEM: Closure of Reagan MTD on June 19, 2025 (day of Golf Outing)**

Discussion: Ermir strongly agreed with closing

Motion: Greg Sparrow

Second Motion: John Finfrock

Opposed: 0

**Rural and Tribal Federal Grant –** Kristy put together the proposal for a first come, first served grant. There were many technical glitches. We got notification that they threw out all proposals due to the issues with login onto the site. No news on a new date for applications.

**New Business**

**Update on Community Project Funding / Rep. LaHood** - Funding includes construction of additional

administrative space at Dixon Transit Center. Total amount of funding is $2.9472 million to provide for

planned expansion at the Reagan Transit Center in Dixon. Questions about the original project going through NEPA. Discussions with architects and engineers. We have spoken with LaHood’s staff. IDOT is reaching out to interested parties.

**Cybersecurity Project of IDOT** – Greg is sitting on a task for to create a cybersecurity model. We will have assessments done to see where RMTD stands with our processes. We will engage our IT provider.

**ACTION ITEM: Electronic Attendance Policy**

Discussion: Greg Sparrow questioned his seasonal trip to FL and the limitation of 3 consecutive meetings attended electronically.

Motion: Greg Sparrow

Second Motion: Aaqil Khan

Opposed: 0

**Other Business**

Greg and Steve were in Springfield last week. Transit Day at the Capital. Talked to legislators about the need for funding for rural transit. Had great support from House Speaker and agreement of the need to not leave rural transit out of the financial cliff. 1/32nd increase should be moving forward and there is a chance that it may even be higher.

**Closed Session – not needed**

Personnel – Did not meet.

**Motion to Adjourn: Greg Sparrow**

**Second Motion: Jeremy Englund**

**Opposed: 0**

**Time: 5:24 pm**

**Next Meeting: May 21, 2025 @ 4:30 PM (RMTD)**