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AGENDA

Meeting of RMTD Governing Board

June 13, 2024, | 4:30 PM

210 E Progress Drive, Dixon, IL

**Roll Call** @ 4:30 PM Ermir Ramadani, Board Chair

Greg Sparrow, Vice-Chair

Aaqil Khan, Treasurer

Larry Callant, Board Member

Greg Gates, Executive Director, RMTD

Rob LeSage, Attorney (Absent)

Matt Cole, Attorney (Absent)

Kendra Hull, Secretary (Virtual)

**Guests** - Kristy Jones, Manager of Finance

Steve Davis, Assistant Director Operations

Chet Olson

**ACTION: Approval of Minutes** - Discussion: No discussion

Motion: Greg Sparrow

Second Motion: - Aaqil Khan

Opposed: 0

**Public Comment** – No comments.

**Executive Director**

Closing on RMTD / June 28, 2024 - Section 218 – IMRF / FICA needs to be exercised. Lot of paperwork being

completed. Met with legal on Monday. Focused on finance – all on same page.

RFP Bids Going Out

Auditor RFP (Due in by June 26, 2024) - Quick turnaround. Rebroadcast for Federal in paper

tomorrow.

Marketing RFP

Data Analyst RFP / Transportation Desert Grant – done by Monday – Broadcast.

FY 2025 Contracts with IDOT - Wrapping up. Finishing final paperwork.

Rural Winnebago County Transit-Slow Walk into providing service.

Feasibility Studies - Good conversations. Tracking real routes. Final reports later August.

Visit with Chicago – Rockford International Airport - Start conversation regarding revenue. Generator to do

a shuttle. A potential chunk of interest.

Community Outreach - Completed events: Dixon Block Party and SVCC Child Fair.

**Report – Operations**

Ridership

Vehicles – 5 used, for disposed vehicles. Other vehicles coming.

**Report – Financial**

Financial Report – Income statement – through April. A good year. Cash based. Nothing out of proportion.

FY 2025 Budget – Budgets that we put into Black Cat for IDOT DOAP – 5311 includes expenses for WINN –

includes 65% of Match. Admin 80/20 mostly at beginning – ½ million without needing lock match. No

vehicles – 1 dispatch, 2 ½ drivers. Kristy explained budget lines with Black Cat – Greyhound as well as bottom line. Explained DOAP Spend Down. Explained eligible DOAP to pay for DOAP. Explained paying services. First Quarter Payout 5311 will have accrual for next time. Deposit for treasurer sent

**Report – Human Resources (Absent)**

Two Dispatchers and one PT Driver hired.

**Old Business**

Hydrogen Pilot Project – Still waiting for decision. This or next month.

Feasibility Studies for Dixon and Rochelle

State Planning and Research Grant / Transportation Desert

Rural Winnebago County Transit Services

**New Business**

RMTD Transition

Contracts transferring over

Section 218 Resolution (see attached) - . Section 218 required and social security to tax a State employee allows States to opt in.

Pass a resolution for positions for FICA and Social Security.

Motion: Aaqil Khan

Second Motion – Greg Sparrow

Opposed – 0

Oregon Construction – Add to next agenda – Property Expansion.

Expansion at 210 E. Progress Drive – put together a plan.

Solicitation for funding support

**Other Business**

Maintenance Center strategic plan.

Discussed monies at end of Fiscal for Lee and how they will transfer to RMTD. Look into other revenue

sources for RMTD.

Closing documents and contracts provided. Breadth of providers IDOT assigning contracts this week? Lee

to RMTD.

Utilities will continue relationships.

All documentation for government to be eligible with IDOT.

Bonding set up with Sub. Title work ready. Equipment listing and inventory completed.

Greg went over all attachments for the Definitive Agreement.

Secured 125 plan for tax savings.

**Executive Session**

Personnel

**Adjourned at**

Motion:

Second Motion:

Opposed:

**Next Meeting: July 11, 2024 @ 4:30 PM**