



**ROCKFORD MASS TRANSIT DISTRICT
BOARD OF TRUSTEES BOARD MEETING #988
Tuesday, February 20, 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 #987 (January 22, 2024)

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 December 31, 2023
 - Approval of Accounts Payable Invoices
- b) 2024 Annual Pension Valuation Report, *Presented by Brett Schwab of Schwab Actuarial Services*
- c) Approval of Annual Pension Contribution Fiscal Year End June 30, 2024 Plan Year
- d) Review of Fiscal Year 2025 Draft Operations Budget
- e) Approval of Unaudited Financial Statements for November & December, 2023
- f) Pension Portfolio Review for period ending February 13, 2024 and Pension Investment Statement for month ending January 31, 2024

E-3 OPERATIONS

- a) Fixed Route Ridership Statistics Report for January, 2024 and Demand Response Statistics Report for January, 2024

E-4 MAINTENANCE (VEHICLE & FACILITIES)

- a) Report on Fixed Route Buses & Paratransit Vehicles for January, 2024
- b) Maintenance & Facilities Update Report – for February, 2024
- c) Facilities Expansion Update – (*verbal*)
- d) Approval of Energy Supplier

E-5 HUMAN RESOURCES

- a) RMTD Claims History for January, 2024

E-6 MARKETING

- a) Approval of Advertising Contract(s)

E-7 GRANTS

- a) Approval of Federal Fiscal Year 2024 Certifications & Assurances
- b) Approval of Designation of Signature Authority
- c) Review & Approval of RMTD Capital Plan – Proposed Federal 5307/5310 Grant Program of Projects

E-8 SAFETY & TRAINING

- a) Safety & Training Update Report for January 2024

E-9 OTHER BUSINESS

- a) EEO Summary Report as of December 31, 2023
- b) Approval of Updated RMTD Board of Trustees Bylaws
- c) Approval of ERP Consulting Services IGA

E-10 NEXT MEETING SCHEDULED:

- a) Friday, March 22, 2024 at 3:30 PM

F-ORDER OF ADJOURNMENT