<table>
<thead>
<tr>
<th>Item</th>
<th>Recommendation</th>
</tr>
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<tbody>
<tr>
<td>I. Pledge of Allegiance.</td>
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</tr>
<tr>
<td>II. Call to Order; Roll Call.</td>
<td></td>
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<tr>
<td>III. Consideration of the minutes of the November 30, 2017, regular meeting for inclusion in the official records of the District.</td>
<td>Approval</td>
</tr>
<tr>
<td>IV. Public Comments.</td>
<td></td>
</tr>
<tr>
<td>V. Financial:</td>
<td></td>
</tr>
<tr>
<td>A. Payments and Claims: Consideration of the November 2017 claims for payment.</td>
<td>Approval</td>
</tr>
<tr>
<td>C. Resolution 18-11 Adopting the FY2018 — FY2023 Capital Budget.</td>
<td>Approval</td>
</tr>
<tr>
<td>D. Resolution 18-12 Regulating the payment or reimbursement of all travel, meal, and lodging expenses of officials of the Madison County Mass Transit District.</td>
<td>Approval</td>
</tr>
<tr>
<td>VI. Transit Service:</td>
<td></td>
</tr>
<tr>
<td>A. Managing Director's Report: Jerry J. Kane.</td>
<td>Information</td>
</tr>
<tr>
<td>B. Resolution 18-13 Appointing Directors of the Agency for Community Transit, Inc.</td>
<td>Approval</td>
</tr>
<tr>
<td>VII. Other Business:</td>
<td></td>
</tr>
<tr>
<td>VIII. Executive session to discuss the acquisition, and/or sale or lease of property, and/or security, and/or litigation, and/or review of executive session minutes (5ILCS 120/2 et. seq., 2(c)5, 2(c)6, 2(c)8, 2(c)11, and 2(c)21 of the Open Meetings Act).</td>
<td>Approval</td>
</tr>
<tr>
<td>IX. Adjournment.</td>
<td>Approval</td>
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</table>
MINUTES
Board of Trustees Meeting
Madison County Mass Transit District
One Transit Way, Granite City, Illinois
9:00 a.m., Thursday, November 30, 2017

I. Pledge of Allegiance

Chairman Corbett led the reciting of the Pledge of Allegiance.

II. Call to Order: Roll Call

Chairman Corbett called the meeting to order at 9:00 a.m.

MEMBERS PRESENT: Daniel Corbett, J. Terry Allan, Edward Hagnauer (left at 10:06 a.m.), Ronald Jedd, and Bruce Malone

OTHERS PRESENT: Jerry Kane, Managing Director; John Papa, Legal Counsel; Mary Ruth Kettenbach, ACT; Mark Steyer, ACT; Erin Werner, ACT; and Rob Dorman, Madison County Government

III. Consideration of the minutes of October 26, 2017

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE MINUTES OF THE OCTOBER 26, 2017 REGULAR MEETING FOR INCLUSION IN THE OFFICIAL RECORDS OF THE DISTRICT.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN AYE
DANIEL CORBETT AYE
EDWARD HAGNAUER AYE
RONALD JEDDA AYE
BRUCE MALONE AYE

ALL AYES. NO NAYS. MOTION CARRIED.

IV. Public Comments

No public comments were presented.

V. Financial

A. Payments and Claims: Consideration of the October 2017 claims for payment:
Managing Director Jerry Kane submitted the payments and claims.

TRUSTEE JEDDA MADE THE MOTION, SECONDED BY TRUSTEE HAGNAUER, TO APPROVE THE PAYMENTS AND CLAIMS FOR OCTOBER 2017, EXCLUDING THE PAYMENTS AND CLAIMS TO THE CITY OF GRANITE CITY AND GRANITE CITY TOWNSHIP.
A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN        AYE
DANIEL CORBETT       AYE
EDWARD HAGNAUER      AYE
RONALD JEDDA         AYE
BRUCE MALONE         AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE PAYMENTS AND CLAIMS TO THE CITY OF GRANITE CITY AND GRANITE CITY TOWNSHIP FOR OCTOBER 2017.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN        AYE
DANIEL CORBETT       AYE
EDWARD HAGNAUER      ABSTAIN
RONALD JEDDA         AYE
BRUCE MALONE         AYE

ALL AYES. NO NAYS. TRUSTEE HAGNAUER ABSTAINED. MOTION CARRIED.


TRUSTEE HAGNAUER MADE THE MOTION, SECONDED BY TRUSTEE ALLAN, TO APPROVE THE MONTHLY FINANCIAL RECORDS AS OF OCTOBER 31, 2017.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN        AYE
DANIEL CORBETT       AYE
EDWARD HAGNAUER      AYE
RONALD JEDDA         AYE
BRUCE MALONE         AYE

ALL AYES. NO NAYS. MOTION CARRIED.

C. Resolution 18-10 Amending the Investment Policy: Postponed until the December 21, 2017 meeting.

D. Presentation of the draft FY 2018-2023 Capital Budget: Managing Director Jerry Kane presented the draft FY 2018-2023 Capital Budget.

VI. Transit Service

A. Managing Director's Report: Jerry Kane presented the report.

B. TRUSTEE ALLAN MADE AN OMNIBUS MOTION, SECONDED BY TRUSTEE JEDDA, TO APPROVE THE FOLLOWING RESOLUTIONS:

18-08 AUTHORIZING THE AWARD OF CONTRACT FOR THE PURCHASE AND DELIVERY OF MINIVANS
AUTHORIZING THE AWARD OF CONTRACT FOR THE PURCHASE 
AND DELIVERY OF 12-PASSENGER AND 15-PASSENGER VANS 
FOR SERVICE IN THE RIDEFINDERS REGIONAL VANPOOL 
PROGRAM

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN     AYE
DANIEL CORBETT     AYE
EDWARD HAGNAUER    AYE
RONALD JEDDA       AYE
BRUCE MALONE       AYE

ALL AYES. NO NAYS. MOTION CARRIED

VII. Other Business

No items were presented.

VIII. Executive session to discuss the acquisition, and/or sale or lease of property, 
and/or security, and/or litigation, and/or review of executive session minutes 
(5ILCS 120/2 et. seq., 2(c)5, 2(c)6, 2(c)8, 2(c)11, and 2(c)21 of the Open Meetings 
Act).

TRUSTEE MALONE MADE THE MOTION, SECONDED BY TRUSTEE JEDDA TO 
MOVE INTO EXECUTIVE SESSION TO DISCUSS THE ACQUISITION, AND/OR SALE 
OR LEASE OF PROPERTY, AND/OR SECURITY, AND/OR LITIGATION, AND/OR 
REVIEW OF EXECUTIVE SESSION MINUTES (5ILCS 120/2 ET. SEQ., 2(C)5, 2(C)6, 
2(C)8, 2(C)11, AND 2(C)21 OF THE OPEN MEETINGS ACT).

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN     AYE
DANIEL CORBETT     AYE
EDWARD HAGNAUER    AYE
RONALD JEDDA       AYE
BRUCE MALONE       AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE ALLAN MADE THE MOTION, SECONDED BY TRUSTEE JEDDA, TO 
RETURN TO REGULAR SESSION.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN     AYE
DANIEL CORBETT     AYE
EDWARD HAGNAUER    AYE
RONALD JEDDA       AYE
BRUCE MALONE       AYE

ALL AYES. NO NAYS. MOTION CARRIED.
IX. **Adjournment**

TRUSTEE ALLAN MADE THE MOTION, SECONDED BY TRUSTEE MALONE, TO ADJOURN.

A ROLL CALL VOTE FOLLOWED:

J. TERRY ALLAN AYE
DANIEL CORBETT AYE
EDWARD HAGNAUER AYE
RONALD JEDDA AYE
BRUCE MALONE AYE

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 10:25 a.m.

Respectfully submitted:

[Signature]

Erin Weaver
RESOLUTION 18-11

ADOPTING THE FY2018 – FY2023 CAPITAL BUDGET

WHEREAS, the Madison County Mass Transit District (District) was created in December 1980 by resolution of the Madison County Board pursuant to Section 3 of the Local Mass Transit District Act, approved July 21, 1959, as amended (70 ILCS 3610/1 et. seq.); and,

WHEREAS, the District is eligible to receive funding from the Federal Transit Administration (FTA); Federal Highway Administration (FHWA); Illinois Department of Transportation (IDOT); Illinois Department of Natural Resources (IDNR), and other agencies, public and private, for capital projects; and,

WHEREAS, such funding provided to the District is intended to promote the welfare and vitality of the District’s residents and to ensure the satisfactory movement of people throughout the region; and,

WHEREAS, the District has demonstrated its support in the past for a multi-modal approach to providing accessible and affordable transportation services for the residents of the region in a cost-effective manner; and,

WHEREAS, the District desires to continue to provide such services and to improve transportation opportunities to the residents of Madison County who are transit dependent; and,

WHEREAS, the continuation of the transportation service relies on the fiscal integrity of the District and a responsible program of capital expenditures.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Board of Trustees of the Madison County Mass Transit District does hereby adopt the Capital Budget for fiscal periods July 1, 2017 through June 30, 2023, attached.

2. The Capital Budget may be amended from time to time by the Board of Trustees, to conform with the award of certain capital grants.

3. The Managing Director is authorized to apply for capital grants on the federal, state and local level to offset the financial burden of the District and to proceed with the procurement process, in accordance with the District’s procurement guidelines, for the projects listed in the Capital Budget.
ADOPTED by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this twenty-first day of December 2017.

Daniel L. Corbett, Chairman

J. Terry Allan

Ronald L. Jedda

Edward A. Hagnauer

Bruce A. Malone

APPROVED as to Form:

John T. Papa, Legal Counsel
CERTIFICATE

I, Erin Werner, do hereby certify that I am the fully qualified and acting Secretary of the Board of Trustees of the Madison County Mass Transit District, and as such Secretary, I am the keeper of the records and files of the Madison County Mass Transit District.

I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, December 21, 2017, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Board of Trustees of the Madison County Mass Transit District does hereby adopt the Capital Budget for fiscal periods July 1, 2017 through June 30, 2023, attached.

2. The Capital Budget may be amended from time to time by the Board of Trustees, to conform with the award of certain capital grants.

3. The Managing Director is authorized to apply for capital grants on the federal, state and local level to offset the financial burden of the District and to proceed with the procurement process, in accordance with the District’s procurement guidelines, for the projects listed in the Capital Budget.

I further certify that the original of the complete said resolution is on file in the records of the Madison County Mass Transit District in my custody. I do further certify that the foregoing Resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature as Secretary of the Madison County Mass Transit District on this twenty-first day of December 2017.

Erin Werner
## MADISON COUNTY MASS TRANSIT DISTRICT
### CAPITAL BUDGET
#### FY2018 - FY2023

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td><strong>REVENUE:</strong></td>
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<tr>
<td>Congestion Mitigation Air Quality (CMAQ)</td>
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<tr>
<td>Federal Highway Administration Enhancement Funds (FHWA)</td>
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<td>Federal Transit Administration Section 5307</td>
<td>49,922,000</td>
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<tr>
<td>Federal Transit Administration Section 5308</td>
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<tr>
<td>Illinois Department of Natural Resources (IDNR)</td>
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<tr>
<td>Illinois Department of Transportation (IDOT)</td>
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<td>Intergovernmental Agreements</td>
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<tr>
<td>Metro East Park and Recreation District (MEPRD)</td>
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<td><strong>TOTAL REVENUE</strong></td>
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<td><strong>EXPENDITURES:</strong></td>
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<tr>
<td>AVL/MDT/IVR</td>
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<td>Bikeways</td>
<td>18,434,000</td>
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<td>Bus Station/Stops and Park &amp; Ride Improvements</td>
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<tr>
<td>DMR Radio Communication System</td>
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<td>Facility Improvements</td>
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<td>Fare Collection System</td>
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<td>High-Speed Rail Transit Element</td>
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<tr>
<td>Maintenance Equipment</td>
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<tr>
<td>MIS Equipment</td>
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<td>Preventive Maintenance</td>
<td>1,199,000</td>
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<td>Transit Support Equipment</td>
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<tr>
<td>Vehicles - Buses</td>
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<td>Vehicles - Rideshare Vans</td>
<td>2,138,000</td>
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<tr>
<td>Vehicles - Transit Support</td>
<td>620,000</td>
<td></td>
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<tr>
<td>Contingency</td>
<td>4,500,000</td>
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<tr>
<td><strong>TOTAL CAPITAL EXPENDITURES</strong></td>
<td>$99,199,000</td>
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<tr>
<td><strong>REVENUE OVER (UNDER) EXPENDITURES</strong></td>
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<td>($42,443,000)</td>
</tr>
</tbody>
</table>
RESOLUTION 18-12

A RESOLUTION REGULATING THE PAYMENT OR REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF OFFICIALS OF THE MADISON COUNTY MASS TRANSIT DISTRICT

WHEREAS, the Madison County Mass Transit District (District) was created in December 1980 by resolution of the Madison County Board pursuant to Section 3 of the Local Mass Transit District Act, approved July 21, 1959, as amended (70 ILCS 3610/1 et. seq.); and,

WHEREAS, the Local Government Travel Expense Control Act, Public Act 99-0604, requires all non-home rule local political subdivisions to regulate, by ordinance or resolution, the payment or reimbursement of all travel, meal, and lodging expenses of its officials and employees by the effective date of January 1, 2017; and

WHEREAS, the Board of Trustees has determined that it must comply with the Act by passage of this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT THE FOLLOWING RESOLUTION TO REGULATE THE PAYMENT AND REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF ITS OFFICIALS BE AND HEREBY IS ADOPTED:

SECTION I: Definitions.

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Entertainment: includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place or private entertainment or amusement, unless ancillary to the purpose of the program or event.

Travel: any expenditure directly incident to official travel by officials of the District involving payment or reimbursement to travelers or direct payment to private agencies providing transportation or related services.

SECTION II: Official business for which expenses may be reimbursed.

(1) An official of the District shall be entitled to payment or reimbursement for travel, including meals or lodging, related to the following types of official business:

a. Education conferences related to the duties of the official of the District; and

b. Site visits to current or potential vendors of the District; and

c. Other seminars or activities expressly authorized by the Board of Trustees of the District.

d. Mileage expenses related to attending local meetings and/or official business of the District. Mileage shall be reimbursed at the current IRS published standard business rate per mile based upon mileage charged from commonly accepted maps or, where none is available, from odometer readings.
SECTION III: Maximum allowable reimbursement for expenses.

(1) Unless otherwise excepted herein, the maximum per diem allowed for an official of the District, is set forth in Madison County Mass Transit District Travel Reimbursement Guidelines, attached, shall be the regular federal per diem rate for meals and incidental expenses. The per diem rate varies by city. Current rates are available on the Internet at www.qsa.gov; see IRS Publication 463.

(2) The following exceptions shall not be controlled by Section III (1) and shall be limited as indicated:
   
a. Any expenses expressly allowed by the Board of Trustees of the Madison County Mass Transit District, as set forth in the attached Madison County Mass Transit District Travel Reimbursement Guidelines.

SECTION IV: Approval of expenses.

The Board of Trustees must approve the following payments or reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting of the Board of Trustees:

(1) Any expense of any official that exceeds the maximum permitted in Section III; or

(2) Any expense of any member of the Board of Trustees of the District.

SECTION V: Documentation of expenses.

Before any payment or reimbursement for travel, including meals or lodging may be approved pursuant to Section IV, a standardized form for submission of travel, meal, and lodging expenses supported by the following minimum documentation shall first be submitted to the Board of Trustees of the District:

(1) An estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the costs of the travel, meals, or lodging if the expenses have already been incurred;

(2) The name of the individual who received or is requesting the travel, meal, or lodging expense;

(3) The office of the individual who received or is requesting the travel, meal, or lodging expense; and

(4) The date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1.

SECTION VI: Entertainment expenses.

No official of the District shall be paid or reimbursed by the District for any entertainment expense.

SECTION VII: Effective date.

This Resolution shall be in full force and effect from and after its passage, effective retroactive to January 1, 2017.
ADOPTED by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this twenty-first day of December 2017.

Daniel L. Corbett, Chairman

J. Terry Allan

Ronald L. Jedda

Edward A. Hagnauer

Bruce A. Malone

APPROVED as to Form:

John T. Papa, Legal Counsel
CERTIFICATE

I, Erin Werner, do hereby certify that I am the fully qualified and acting Secretary of the Board of Trustees of the Madison County Mass Transit District, and as such Secretary, I am the keeper of the records and files of the Madison County Mass Transit District.

I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, December 21, 2017, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT THE FOLLOWING RESOLUTION TO REGULATE THE PAYMENT AND REIMBURSEMENT OF ALL TRAVEL, MEAL, AND LODGING EXPENSES OF ITS OFFICIALS BE AND HEREBY IS ADOPTED:

SECTION I: Definitions.

The following words, terms and phrases, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Entertainment: includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place or private entertainment or amusement, unless ancillary to the purpose of the program or event.

Travel: any expenditure directly incident to official travel by officials of the District involving payment or reimbursement to travelers or direct payment to private agencies providing transportation or related services.

SECTION II: Official business for which expenses may be reimbursed.

(1) An official of the District shall be entitled to payment or reimbursement for travel, including meals or lodging, related to the following types of official business:

   a. Education conferences related to the duties of the official of the District; and

   b. Site visits to current or potential vendors of the District; and

   c. Other seminars or activities expressly authorized by the Board of Trustees of the District.

   d. Mileage expenses related to attending local meetings and/or official business of the District. Mileage shall be reimbursed at the current IRS published standard business rate per mile based upon mileage charged from commonly accepted maps or, where none is available, from odometer readings.

SECTION III: Maximum allowable reimbursement for expenses

(1) Unless otherwise excepted herein, the maximum per diem allowed for an official of the District, is set forth in Madison County Mass Transit District Travel Reimbursement Guidelines, attached, shall be the regular federal per diem rate for meals and incidental expenses. The per diem rate varies by city. Current rates are available on the Internet at www.gsa.gov; see IRS Publication 463.

(2) The following exceptions shall not be controlled by Section III (1) and shall be limited as indicated:
a. Any expenses expressly allowed by the Board of Trustees of the Madison County Mass Transit District, as set forth in the attached Madison County Mass Transit District Travel Reimbursement Guidelines.

SECTION IV: Approval of expenses.

The Board of Trustees must approve the following payments or reimbursements for travel, including meals or lodging, by a roll call vote at an open meeting of the Board of Trustees:

(1) Any expense of any official that exceeds the maximum permitted in Section III; or

(2) Any expense of any member of the Board of Trustees of the District.

SECTION V: Documentation of expenses.

Before any payment or reimbursement for travel, including meals or lodging may be approved pursuant to Section IV, a standardized form for submission of travel, meal, and lodging expenses supported by the following minimum documentation shall first be submitted to the Board of Trustees of the District:

(1) An estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the costs of the travel, meals, or lodging if the expenses have already been incurred;

(2) The name of the individual who received or is requesting the travel, meal, or lodging expense;

(3) The office of the individual who received or is requesting the travel, meal, or lodging expense; and

(4) The date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act, 5 ILCS 140/1.

SECTION VI: Entertainment expenses.

No official of the District shall be paid or reimbursed by the District for any entertainment expense.

SECTION VII: Effective date.

This Resolution shall be in full force and effect from and after its passage, effective retroactive to January 1, 2017.

I further certify that the original of the complete said resolution is on file in the records of the Madison County Mass Transit District in my custody. I do further certify that the foregoing Resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature as Secretary of the Madison County Mass Transit District on this twenty-first day of December 2017.

[Signature]
Madison County Mass Transit District
Travel Reimbursement Guidelines
Effective December 21, 2017

The Madison County Mass Transit District (District) will reimburse Trustees for the actual cost of transportation and lodging directly related to the official conduct of business of the District when travelling in the continental United States, according to the limitations outlined below. Meals and incidental expenses will be reimbursed at the regular federal per diem rate.

I. Advancement and reimbursement of transportation expenses and lodging shall be limited to those expenses actually incurred by the Trustee, the Chairman of the appointing authority, as set forth in 70 ILCS 3610/4, and the District’s assigned legal counsel only; and shall exclude any and all expenses incurred by any spouse, relative, or companion traveling with the Trustee.

II. No payment for regular federal per diem rate for meals and incidental expenses, expense advancement or reimbursement for transportation, or lodging shall be made unless such request is authorized by the Board of Trustees.

III. Transportation expenses shall be ordinarily reimbursed or advanced based upon the most reasonable means of transportation between the originating and destination points. Where, by virtue of time or distance constraints, travel by automobile is impractical, expense reimbursements or advances shall be made for actual travel fares incurred by Trustees while traveling upon common carriers at coach class, non-stop, rates. Only direct highway or common carrier routes shall be eligible for advance or reimbursement, and any route deviations or interruptions shall be at the sole expense of the Trustee.

IV. Automobile transportation and usage shall be limited to the private vehicle of the Trustee, and shall be reimbursed at the current IRS published standard business rate per mile based upon mileage charged from commonly accepted maps or, where none is available, from odometer readings. When traveling beyond the region, automobile mileage reimbursement shall not exceed the then current coach fare for air travel between the originating and destination points.

Receipts and vouchers documenting expenditures of expenses advanced or reimbursed not included in the regular federal per diem rate shall be provided by the Trustee. Receipts and vouchers should be submitted within forty-five (45) days after the end of the month in which the expenses were incurred. (See example on Attachment A.)

V. The regular federal per diem rate for meals and incidental expenses includes all expenses except travel to and from the meeting site, lodging and registration fees. The per diem rate varies by city. Current rates are available on the Internet at www.gsa.gov; see IRS Publication 463.

Transportation expenses in and around the destination point are included in the per diem amount. Rental automobiles shall not be reimbursable unless there is no suitable public or common carrier transportation in and around the destination point.
VI. Lodging shall be reimbursed at the actual cost of any single occupancy room occupied by the Trustee at the destination point. Where travel is for a convention or conference, lodging reimbursement shall be limited to the established convention or meeting rate for said conference, providing such conference rooms are available. Where no conference or meeting rate is established expenses shall be reimbursed for single occupancy hotel or motel accommodations.

Entertainment, premium television, and video charges shall not be reimbursable, and are the responsibility of the Trustee.

VII. General Considerations

A. Trustees may apply for expense advancement in the amount of the regular federal per diem rate currently in effect for the city to which the Trustee is traveling. Per diem shall be prorated on the day of departure and day of return at the rate of ¾ of the regular federal per diem rate. No expenses will be reimbursed for meals, tips, and transportation in and around the destination point in excess of this rate, regardless of whether or not they were actually incurred by the Trustee.

If return travel from the destination is delayed by occurrences beyond the control of the Trustee expenses shall be reimbursed and authorized at the regular federal per diem rate.

B. Required convention and registration fees are authorized expenses.

C. Charges for alcoholic beverages, and expenses and costs of the same, are the responsibility of the Trustee.
Trustee John Doe attends an approved transit conference in Philadelphia, PA. The conference begins on Sunday and ends the following Wednesday. He departs Madison County on Saturday and returns from Philadelphia the following Thursday. He received the following federal per diem for his travel: 4 full days per diem for Sunday, Monday, Tuesday and Wednesday; and two ¾ days per diem: one for Saturday travel, and one for Thursday travel, a total of 5-1/2 days per diem for the federal rate for Philadelphia in effect at the time of the travel. He does not have to submit any receipts for reimbursement.

While in Philadelphia, Trustee Doe traveled by cab from his hotel to a restaurant, making a different trip by cab from his hotel to the conference site, and another trip by cab to visit a relative in the suburbs. None of these cab fares, meal expense or related tips are eligible for reimbursement. They are included in the federal per diem allowance.

In addition to the above, Trustee Doe traveled by his personal auto to the airport in St. Louis, and from the Philadelphia airport to his hotel by cab. He did the reverse on his return trip. He is entitled to mileage reimbursement at the IRS standard business mileage rate to and from the St. Louis airport and the cost of his cab fare to and from the Philadelphia airport. Trustee John Doe must submit his receipts for this travel in order to be reimbursed.
RESOLUTION 18-13

APPOINTING DIRECTORS OF THE AGENCY FOR COMMUNITY TRANSIT, INC.

WHEREAS, Madison County Mass Transit District (District) was created in December 1980 by resolution of the Madison County Board pursuant to Section 3 of the Local Mass Transit District Act, approved July 21, 1959, as amended (70 ILCS 3610/1 et. seq.); and,

WHEREAS, the District is lawfully empowered to operate as a municipal corporation providing mass transit services for the residents of the District and members of the general public; and,

WHEREAS, the Agency for Community Transit, Inc. (Agency), was organized as a 501(c)(3) not-for-profit charitable corporation under the laws of the State of Illinois in 1984 for the purpose of operating public transit services under contract to the District; and,

WHEREAS, the Agency for Community Transit Board of Directors serve without compensation; and,

WHEREAS, Sally S. Ferguson, currently the President of the Agency’s Board, term expires on December 31, 2017; and,

WHEREAS, given the history of its success, the District has determined that the Agency has provided exemplary service to the District and that its relationship with the Agency remains in the best interests of the residents of Madison County, Illinois; and,

WHEREAS, the by-laws of the Agency require the appointment of the Agency’s Directors by the Board of Trustees of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Board of Directors and staff of the Agency for Community Transit, Inc., are recognized and commended by the District for their excellent service to the residents of Madison County, Illinois.

2. Sally S. Ferguson, currently the President of the Agency’s Board, is hereby reappointed for a three-year term, beginning on January 1, 2018 and continuing through December 31, 2020.

ADOPTED, by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this twenty-first day of December 2017.

Daniel L. Corbett, Chairman

J. Terry Allan

Ronald L. Jedda

Edward A. Hagnauer

Bruce A. Malone

APPROVED as to Form:

John T. Papa, Legal Counsel
CERTIFICATE

I, Erin Werner, do hereby certify that I am the fully qualified and acting Secretary of the Board of Trustees of the Madison County Mass Transit District, and as such Secretary, I am the keeper of the records and files of the Madison County Mass Transit District.

I do further certify that at a duly constituted and legally convened meeting of the Board of Trustees of the Madison County Mass Transit District held on Thursday, December 21, 2017, a resolution was adopted in full accordance and conformity with the by-laws of the Madison County Mass Transit District and the statutes of the State of Illinois, as made and provided, and that the following is a full, complete, and true copy of the pertinent provisions of said Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MADISON COUNTY MASS TRANSIT DISTRICT THAT:

1. The Board of Directors and staff of the Agency for Community Transit, Inc., are recognized and commended by the District for their excellent service to the residents of Madison County, Illinois.

2. Sally S. Ferguson, currently the President of the Agency’s Board, is hereby reappointed for a three-year term, beginning on January 1, 2018 and continuing through December 31, 2020.

I further certify that the original of the complete said resolution is on file in the records of the Madison County Mass Transit District in my custody. I do further certify that the foregoing Resolution remains in full force and effect.

IN WITNESS WHEREOF, I have hereunto affixed my official signature as Secretary of the Madison County Mass Transit District on this twenty-first day of December 2017.

Erin Werner