### AGENDA Board of Trustees Meeting

Madison County Mass Transit District 9:00 a.m., Friday, January 31, 2020 One Transit Way, Granite City, Illinois

| <u>Section</u> | <u>Item</u>  | Recommendation |
|----------------|--|----------------|
|                | Pledge of Allegiance.  |                |
|                | Call to Order: Roll Call.  |                |
|                | Public Comments.   |                |
| l.             | Consideration of the minutes of the December 19, 2019 regular meeting and January 7, 2020 special meeting for inclusion in the official records of the District.                     | Approval       |
| II.            | Financial:   |                |
|                | A. Payments and Claims: Consideration of the December 2019 claims for payment.   | Approval       |
|                | B. Monthly Financial Report: Review of the monthly financial records as of December 31, 2019.  | Approval       |
|                | <ul> <li>C. Resolution 20-22 Authorizing the District's Fund Balance<br/>Policy.</li> </ul>  | Approval       |
| III.           | Transit Service:   |                |
|                | A. Managing Director's Report: SJ Morrison.  | Information    |
|                | I. May 2020 Service Change   | Information    |
|                | B. Resolution 20-23 Designating the Madison County Mass Transit District's Freedom of Information Act Officers   | Approval       |
| POSTPONED      | C. Resolution 20-24 Designating the Interim Managing Director as the Equal Employment Opportunity Program Officer, Pursuant to Federal Requirements                                  | Approval       |
| POSTPONED      | <ul> <li>D. Resolution 20-25 Designating the Interim Managing Director<br/>as the Disadvantaged Business Enterprise Liaison Officer,<br/>Pursuant to Federal Requirements</li> </ul> | Approval       |
|                | E. Resolution 20-26 Authorizing Interim Managing Director to<br>Sign Normal and Routine Documents for the Madison<br>County Mass Transit District                                    | Approval       |

### AGENDA Board of Trustees Meeting

Madison County Mass Transit District 9:00 a.m., Friday, January 31, 2020 One Transit Way, Granite City, Illinois

F. Resolution 20-27 Authorizing the Filing of Application to East-West Gateway Council of Governments for Congestion Mitigation and Air Quality Improvement Funds for RideFinders Marketing and Outreach

Approval

G. Resolution 20-28 Authorizing the Filing of Application with the East-West Gateway Council of Governments for Congestion Mitigation and Air Quality Improvement Funds for 40-Foot Transit Buses.

Approval

H. Resolution 20-29 Authorizing Interim Managing Director to Execute Agreements with Illinois Department of Natural Resources

Approval

 Resolution 20-30 Allowing All Madison County, Illinois Students in Grades K-12 to Ride the MCT Fixed Route System Free of Charge with the 2020 MCT Summer Youth Pass.

Approval

J. Resolution 20-31 Authorizing the Award of Contract for Transit Bus Tires and Services

Approval

#### IV. Other Business:

V. 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. Resolution 20-32 Authorizing the Release of Certain Executive Session Minutes.

Approval

**Adjournment** 

**Approval** 

#### MINUTES

#### **Board of Trustees Meeting**

Madison County Mass Transit District One Transit Way, Granite City, Illinois 9:00 a.m., Thursday, December 19, 2019

#### Pledge of Allegiance

Trustee Adomite led the reciting of the Pledge of Allegiance.

Call to Order: Roll Call

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

MEMBERS PRESENT:

ALLEN P. ADOMITE, ANDREW F. ECONOMY,

CHRISTOPHER C. GUY, RONALD L. JEDDA, AND J.

KELLY SCHMIDT.

MEMBER ABSENT:

NONE.

OTHERS PRESENT:

TONYA GENOVESE, LEGAL COUNSEL; JERRY J. KANE, MANAGING DIRECTOR; SJ MORRISON, ACT; SUMMER MOORE, ACT; MICHELLE DOMER, ACT; DAVID COBB, ACT; PHIL ROGGIO, ACT; ANDREW K. CARRUTHERS,

HEPLERBROOM, LLC; UNKNOWN VISITOR.

#### **Public Comments**

No public comments were presented.

CHAIRMAN JEDDA WELCOMED TRUSTEES ADOMITE AND ECONOMY TO THE MADISON COUNTY MASS TRANSIT DISTRICT BOARD.

I. Consideration of the Minutes of the November 21, 2019 Regular Meeting for Inclusion in the Official Records of the District.

TRUSTEE GUY MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE MINUTES OF THE DATE REGULAR MEETING FOR INCLUSION IN THE OFFICIAL RECORDS OF THE DISTRICT.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

#### II. Financial

A. <u>Payments and Claims: Consideration of the November 2019 claims for payment:</u> Managing Director Jerry Kane submitted the payments and claims.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE GUY, TO APPROVE THE PAYMENTS AND CLAIMS, EXCLUDING THE PAYMENTS AND CLAIMS TO THE CITY OF TROY.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE GUY MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE PAYMENTS AND CLAIMS TO THE CITY OF TROY.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE ABSTAINED
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

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

B. Monthly Financial Report: Review of the monthly financial records as of November 30, 2019: Managing Director Jerry Kane submitted the report.

TRUSTEE SCHMIDT MADE THE MOTION, SECONDED BY TRUSTEE ADOMITE TO APPROVE THE MONTHLY FINANCIAL REPORT AS OF DATE.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- C. TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE GUY, TO APPROVE THE FOLLOWING RESOLUTION.
  - 20-18 AUTHORIZING SIGNATURES FOR NEGOTIABLE INSTRUMENTS FOR THE MADISON COUNTY MASS TRANSIT DISTRICT.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

D. DISCUSSION ON DISTRICT'S CASH RESERVE POLICY.

CHAIRMAN JEDDA POSTPONED THE DISTRICT'S CASH RESERVE POLICY UNTIL THE JANUARY MEETING.

#### III. Transit Service

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

SJ Morrison, ACT Executive Director, discussed the proposed February 2020 service changes.

Managing Director, Jerry Kane announced his resignation as the ACT Executive Director and MCT Managing Director, after thirty-four years of service. Jerry Kane would assist the appointed ACT Executive Director, SJ Morrison, and continue as a special projects coordinator on a part-time basis.

- B. TRUSTEE GUY MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION.
  - 20-19 AUTHORIZING THE AWARD OF CONTRACT FOR PROFESSIONAL SERVICES FOR BUILDING TWO VEHICLE LIFTS.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

#### IV. Other Business

A. TRUSTEE ADOMITE MADE A MOTION, SECONDED BY TRUSTEE SCHMIDT, TO APPROVE THE FOLLOWING RESOLUTION.

20-20 APPOINTING DIRECTORS OF THE AGENCY FOR COMMUNITY TRANSIT, INC.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE ANDREW F. ECONOMY AYE CHRISTOPHER C. GUY AYE

RONALD L. JEDDA ABSTAINED

J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. CHAIRMAN JEDDA ABSTAINED. MOTION CARRIED.

B. TRUSTEE ECONOMY MADE A MOTION, SECONDED BY TRUSTEE ADOMITE, TO APPROVE THE FOLLOWING RESOLUTION.

### 20-21 AUTHORIZING SIGNATURES FOR THE MADISON COUNTY MASS TRANSIT DISTRICT.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

C. Discussion regarding Legal Representation for Property Acquisition: Tonya Genovese.

The State's Attorney Office and Tom Gibbons were to draw on an agreement with Andrew K. Carruthers of Heplerbroom, LLC, to assist in property acquisitions.

Andrew K. Carruthers addressed the MCT Board of Trustees.

V. 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 ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE GUY, 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:

| ALLEN P. ADOMITE   | AYE |
|--------------------|-----|
| ANDREW F. ECONOMY  | AYE |
| CHRISTOPHER C. GUY | AYE |
| RONALD L. JEDDA    | AYE |
| J. KELLY SCHMIDT   | AYE |

ALL AYES. NO NAYS. MOTION CARRIED.

TRUSTEE SCHMIDT MADE THE MOTION, SECONDED BY TRUSTEE GUY TO RETURN TO REGULAR SESSION.

#### A ROLL CALL VOTE FOLLOWED:

| ALLEN P. ADOMITE   | AYE |
|--------------------|-----|
| ANDREW F. ECONOMY  | AYE |
| CHRISTOPHER C. GUY | AYE |
| RONALD L. JEDDA    | AYE |
| J. KELLY SCHMIDT   | AYE |

ALL AYES. NO NAYS. MOTION CARRIED.

#### VI. Adjournment

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE SCHMIDT TO ADJOURN.

#### A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 11:05 a.m.

Respectfully submitted:

Summer Meore

#### **MINUTES**

Board of Trustees Special Meeting Madison County Mass Transit District One Transit Way, Granite City, Illinois 9:00 a.m., Tuesday, January 07, 2020

#### Pledge of Allegiance

Trustee Schmidt led the reciting of the Pledge of Allegiance.

Call to Order: Roll Call

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

MEMBERS PRESENT:

ALLEN P. ADOMITE, ANDREW F. ECONOMY,

CHRISTOPHER C. GUY, RONALD L. JEDDA, AND J.

KELLY SCHMIDT.

MEMBER ABSENT:

NONE.

OTHERS PRESENT:

TONYA GENOVESE, LEGAL COUNSEL; JERRY J. KANE,

MANAGING DIRECTOR; SJ MORRISON, ACT; SUMMER

MOORE, ACT; MICHELLE DOMER, ACT; SCOTT COUSINS, ALTON TELEGRAPH; KURT PRENZLER, MADISON COUNTY; DOUGLAS E. HULME, MADISON

COUNTY; ROB DORMAN, MADISON COUNTY.

#### **Public Comments**

No public comments were presented.

I. Discussion of process for filling the position of Managing Director.

Trustee Schmidt opened the discussion with what is the role of the Managing Director as it relates to the job description.

Trustee Guy mentioned the ACT, and MCT correlation.

ACT Executive Director, SJ Morrison, explained in further detail the benefits and advantages of the connection of MCT and ACT, as well as, the importance of the dual role.

Jerry Kane explained the history of ACT, MCT, and his dual role.

Trustee Adomite spoke on the evidence of the high-level performance of ACT on behalf of MCT, and the history of success in comparison to similar organizations.

#### II. Executive Session (5ILCS 120/2 Sec. 2(c)1, 2(c)3 of the Open Meetings Act).

TRUSTEE SCHMIDT MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO MOVE INTO EXECUTIVE SESSION (5ILCS 120/2 ET. SEQ., 2(C)1, 2(C)3 OF THE OPEN MEETINGS ACT).

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE

AYE

ANDREW F. ECONOMY
CHRISTOPHER C. GUY
RONALD L. JEDDA
J. KELLY SCHMIDT
AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- A. Jerry Kane Resignation as Managing Director of MCT.
- B. Discussion concerning Appointment of MCT Managing Director.
- C. Roll Call to come out of Executive Session.

TRUSTEE GUY MADE THE MOTION, SECONDED BY TRUSTEE ADOMITE TO RETURN TO REGULAR SESSION.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

- III. Action related to Executive Session Discussion
  - A. Roll Call to enter Open Session.
  - B. Acceptance of Jerry Kane's Resignation as MCT Managing Director.

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE ECONOMY, TO ACCEPT JERRY KANE'S RESIGNATION AS MCT MANAGING DIRECTOR.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE
ANDREW F. ECONOMY AYE
CHRISTOPHER C. GUY AYE
RONALD L. JEDDA AYE
J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

 C. Discussion and Possible Action concerning Appointment of Managing Director for MCT.

TRUSTEE ECONOMY MADE THE MOTION, SECONDED BY TRUSTEE ADOMITE, TO APPOINT SJ MORRISON AS INTERIM MANAGINING DIRECTOR OF MCT.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE

ANDREW F. ECONOMY AYE CHRISTOPHER C. GUY AYE RONALD L. JEDDA AYE J. KELLY SCHMIDT NAY

FOUR AYES. ONE NAY. MOTION CARRIED.

#### IV. Adjournment

TRUSTEE ADOMITE MADE THE MOTION, SECONDED BY TRUSTEE GUY TO ADJOURN.

A ROLL CALL VOTE FOLLOWED:

ALLEN P. ADOMITE AYE ANDREW F. ECONOMY AYE CHRISTOPHER C. GUY AYE RONALD L. JEDDA AYE J. KELLY SCHMIDT AYE

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting adjourned at 10:49 a.m.

Respectfully submitted:

01/20/2020 16:04 jhartke WARRANT: 013120

Madison County Mass Transit District CURRENT CHECK REGISTER - PER DIEM 12/01/2019 to 12/31/2019

prchkreg
CHECK DATE: 01/31/2020

| EMP #                                     | NAME  | TYP                                    | NET PAY  | CHECK #                             | CHECK DATE SPECIAL   |
|---|---|--|--|-------------------------------------|--|
| 10001<br>10013<br>10011<br>10007<br>10009 | ECONOMY, ANDREW F.<br>GUY, CHRISTOPHER C.<br>HAGNAUER, ED<br>JEDDA, RONALD L. | CK<br>CK<br>CK<br>CK<br>CK<br>CK<br>CK | 0.00<br>184.70<br>184.70<br>184.70<br>184.70<br>0.00<br>184.70 | 003200033<br>003200034<br>003200035 | 01/31/2020<br>01/31/2020<br>01/31/2020<br>01/31/2020<br>01/31/2020<br>01/31/2020<br>01/31/2020 |
| 7 ** T                                    | OTAL CHECK(S)   |  | 923.50   |                                     |  |

01/20/2020 16:04 jhartke WARRANT: 013120 | Madison County Mass Transit District | ADVICE REGISTER - PER DIEM | From: 12/01/2019 To: 12/31/2019

P 1 pradvreg

| EMP # | NAME                   | CHK #     | NET PAY |
|-------|------------------------|-----------|---------|
| 1138  | Internal Revenue Servi | 005200007 | 583.60  |
|       | Total Deposits: 1      |           | 583.60  |

01/08/2020 14:28 tpohlman

Madison County Mass Transit District CHECK REGISTER

P 1 apcshdsb

| cponiman |                         | CHECK          | KEGIS.         | LEK   |                           |         |            |            |     |                | apesitasi |
|----------|-------------------------|----------------|----------------|-------|---------------------------|---------|------------|------------|-----|----------------|-----------|
| CASH ACC | COUNT: 1000<br>CHK DATE | 0000 1<br>TYPE | 0101<br>VENDOR | NAME  | Checking Account<br>VOUCH | HER IN  | VOICE      | INV DATE   | PO  | WARRANT        | NET       |
| 4200344  | 01/08/2020              | PRTD           | 1433           | City  | of Edwardsville           | 010     | <br>0320L  | 01/03/2020 |     | 010720         | 30.48     |
|          |                         |                |                |       |                           | 010     | 0320SPEPR  | 01/03/2020 |     | 010720         | 6.50      |
|          |                         |                |                |       |                           | 010     | 0320WSEPR  | 01/03/2020 |     | 010720         | 50.46     |
|          |                         |                |                |       |                           |         |            | CHEC       | K 4 | 1200344 TOTAL: | 87.44     |
| 4200345  | 01/08/2020              | PRTD           | 1253           | City  | Treasurer Granite Ci      | ity 122 | 2719       | 12/27/2019 |     | 010720         | 20.60     |
|          |                         |                |                |       |                           |         |            | CHEC       | K   | 1200345 TOTAL: | 20.60     |
| 4200346  | 01/08/2020              | PRTD           | 3984           | City  | of Troy                   | 123     | 3019SPTPR  | 12/30/2019 |     | 010720         | 13.23     |
|          |                         |                |                |       |                           | 123     | 3019WSTPR  | 12/30/2019 |     | 010720         | 23.54     |
|          |                         |                |                |       |                           |         |            | CHEC       | K 4 | 1200346 TOTAL: | 36.77     |
| 4200347  | 01/08/2020              | PRTD           | 1220           | Illin | nois American Wa          | 01      | 0620AHSRIR | 01/06/2020 |     | 010720         | 60.51     |
|          |                         |                |                |       |                           |         |            | CHEC       | K 4 | 1200347 TOTAL: | 60.51     |
| 4200348  | 01/08/2020              | PRTD           | 1220           | Illin | nois American Wa          | 06:     | 20ILRt3PR  | 12/20/2019 |     | 010720         | 125.34    |
|          |                         |                |                |       |                           |         |            | CHEC       | K 4 | 1200348 TOTAL: | 125.34    |
| 4200349  | 01/08/2020              | PRTD           | 1220           | Illin | nois American Wa          | 12:     | 2419GCTC   | 12/24/2019 |     | 010720         | 210.59    |
|          |                         |                |                |       |                           |         |            | CHEC       | K.  | 4200349 TOTAL: | 210.59    |
| 4200350  | 01/08/2020              | PRTD           | 1051           | Ponto | oon Beach Public          | 01      | 0320-1     | 01/03/2020 |     | 010720         | 264.18    |
|          |                         |                |                |       |                           | 01      | 0320-2     | 01/03/2020 |     | 010720         | 352.70    |
|          |                         |                |                |       |                           | 01      | 0320BW     | 01/03/2020 |     | 010720         | 740.22    |
|          |                         |                |                |       |                           | 01      | 0320N      | 01/03/2020 |     | 010720         | 57.83     |
|          |                         |                |                |       |                           | 01      | 0320SS     | 01/03/2020 |     | 010720         | 22.00     |
|          |                         |                |                |       |                           | 01      | 0320T      | 01/03/2020 |     | 010720         | 22.00     |
|          |                         |                |                |       |                           |         |            | CHEC       | K.  | 4200350 TOTAL: | 1,458.93  |

01/08/2020 14:28 | Madison County Mass Transit District | CHECK REGISTER tpohlman apcshdsb CASH ACCOUNT: 10000000 10101 Checking Account CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE PO WARRANT NET 4200351 01/08/2020 PRTD 1053 Special Service Area 010120 01/01/2020 010720 868.63 010120BW 01/01/2020 010720 601.19 010120N 01/01/2020 010720 97.21 CHECK 4200351 TOTAL: 1,567.03 4200352 01/08/2020 PRTD 1506 Village of Glen Carb 122019GLPR 12/20/2019 010720 58.53 CHECK 4200352 TOTAL: 58.53 4200353 01/08/2020 PRTD 1932 Wex Bank 63123789 12/31/2019 010720 14,038.03 CHECK 4200353 TOTAL: 14,038.03 NUMBER OF CHECKS 10 \*\*\* CASH ACCOUNT TOTAL \*\*\* 17,663.77 COUNT AMOUNT TOTAL PRINTED CHECKS 10 17,663.77

\*\*\* GRAND TOTAL \*\*\*

17,663.77

01/17/2020 11:52 tpohlman

Madison County Mass Transit District CHECK REGISTER

P apcshdsh

| CASH AC  | COUNT: 1000             | 0000   | 10101  |       | Checking Accoun  | +       |                     |    |              |     |                | apcsndsb |
|----------|-------------------------|--------|--------|-------|------------------|---------|---------------------|----|--------------|-----|----------------|----------|
| CHECK NO | COUNT: 1000<br>CHK DATE | TYPE   | VENDOR | NAME  | checking Account | VOUCHER | INVOICE             |    | INV DATE     | PO  | WARRANT        | NET      |
|          |                         |        |        |       |                  |         |                     |    |              |     |                |          |
| 4200354  | 01/17/2020              | PRTD   | 1043   | AT&T  |                  |         | JAN20               |    | 01/01/2020   |     | 011620         | 22.93    |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | K   | 4200354 TOTAL: | 22.93    |
| 4200355  | 01/17/2020              | PRTD   | 1436   | City  | of Highland      |         | DEC19HPR            |    | 01/05/2020   |     | 011620         | 174.29   |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | K   | 4200355 TOTAL: | 174.29   |
| 4200356  | 01/17/2020              | חידים  | 2047   | City  | of Wood River    |         | 011320SPWRTC        |    | 01 /10 /0000 |     | 0.1.1.50.0     |          |
| 1200330  | 01/11/2020              | IKID   | 2017   | СТСУ  | or wood kiver    |         |                     |    | 01/10/2020   |     | 011620         | 5.00     |
|          |                         |        |        |       |                  |         | 011320WSWRTC        |    | 01/10/2020   |     | 011620         | 39.03    |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | K   | 4200356 TOTAL: | 44.03    |
| 4200357  | 01/17/2020              | PRTD   | 1220   | Illir | nois American Wa |         | 010720AHSRWS        |    | 01/07/2020   |     | 011620         | 85.46    |
| *        |                         |        |        |       |                  |         |                     |    | CHEC         | K . | 4200357 TOTAL: | 85.46    |
| 4200358  | 01/17/2020              | חיזיסם | 1220   | Tllin | ois American Wa  |         | 011020SPATC         |    | 01/10/0000   |     | 0.4.4.60.0     |          |
| 1200550  | 01/11/2020              | FRID   | 1220   | 1111. | iois American wa |         | UIIUZUSPATC         |    | 01/10/2020   |     | 011620         | 170.93   |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | K 4 | 4200358 TOTAL: | 170.93   |
| 4200359  | 01/17/2020              | PRTD   | 1220   | Illin | ois American Wa  |         | 011020WSATC         |    | 01/10/2020   |     | 011620         | 224.03   |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | K 4 | 4200359 TOTAL: | 224.03   |
| 4200360  | 01/17/2020              | PRTD   | 1733   | Johnn | y on the Spot #  |         | 47-000229329        |    | 12/31/2019   |     | 011620         | 593.70   |
|          |                         |        |        |       |                  |         |                     |    | CHEC         | v . | 4200360 TOTAL: | 593.70   |
|          |                         |        |        |       |                  |         |                     |    | CHEC.        |     | 4200360 TOTAL: | 593.70   |
|          |                         |        |        |       |                  | N       | UMBER OF CHECKS 7   |    | *** CASH     | ACC | OUNT TOTAL *** | 1,315.37 |
|          |                         |        |        |       |                  |         |                     | CC | UNT          | 1   | AMOUNT         |          |
|          |                         |        |        |       |                  | T       | OTAL PRINTED CHECKS |    | 7            | 1,3 | 315.37         |          |
|          |                         |        |        |       |                  |         |                     |    |              |     |                |          |

\*\*\* GRAND TOTAL \*\*\* 1,315.37

Madison County Mass Transit District CHECK REGISTER

P 1 apcshdsb

| C | CASH ACCHECK NO | COUNT: 100000<br>CHK DATE               | 000 101<br>FYPE VE | L01<br>ENDOR 1 | Checking Account                                    | t<br>VOUCHER | INVOICE | INV DATE       | PO       | WARRANT    | NET          |
|---|-----------------|---|--------------------|----------------|---|--------------|---------|----------------|----------|------------|--------------|
|   | 4200361         | 01/31/2020                              | PRTD               | 2501 A         | Agency for Community                                |              | DEC19BW | <br>01/20/2020 |          | 013120     | 57,657.46    |
|   |                 |   |                    |                |   |              | DEC19DR | 01/20/2020     |          | 013120     | 247,449.09   |
|   |                 |   |                    |                |   |              | DEC19FR | 01/20/2020     |          | 013120     | 1,720,020.55 |
|   |                 |   |                    |                |   |              | DEC19RS | 01/20/2020     |          | 013120     | -25,867.00   |
|   |                 |   |                    |                |   |              | DEC19VP | 01/20/2020     |          | 013120     | -21,133.05   |
|   |                 |   |                    |                |   |              | JAN20   | 01/02/2020     |          | 013120     | 41,666.67    |
|   |                 |   |                    |                |   |              |         | CHEC           | K 4200   | 361 TOTAL: | 2,019,793.72 |
|   | 4200362         | 01/31/2020 E                            | PRTD               | 1050 A         | Ameren Illinois                                     |              | DEC19   | 01/03/2020     |          | 013120     | 138.69       |
|   |                 |   |                    |                |   |              |         | CHEC           | K 4200   | 362 TOTAL: |              |
|   | 4200262         | 01/21/2020                              | משמר               | 1501 7         | Ameren Illinois                                     |              | DEG10   | 01 /00 /0000   |          | 010100     |              |
|   | 4200363         | 01/31/2020 1                            | PRID               | 1501 7         | ameren IIIInois                                     |              | DEC19   | 01/08/2020     |          | 013120     | 8,716.53     |
|   |                 |   |                    |                |   |              |         | CHEC           | K 4200   | 363 TOTAL: | 8,716.53     |
|   | 4200364         | 01/31/2020 E                            | PRTD               | 1638 <i>P</i>  | American Maid                                       |              | 1419-12 | 12/26/2019     |          | 013120     | 2,050.00     |
|   |                 |   |                    |                |   |              | 1919-12 | 12/26/2019     |          | 013120     | 1,260.00     |
|   |                 |   |                    |                |   |              | 2419-12 | 12/26/2019     |          | 013120     | 1,600.00     |
|   |                 |   |                    |                |   |              | 4519-12 | 12/26/2019     |          | 013120     | 1,000.00     |
|   |                 |   |                    |                |   |              | 4819-12 | 12/26/2019     |          | 013120     | 900.00       |
|   |                 |   |                    |                |   |              |         | CHEC           | K 4200   | 364 TOTAL: | 6,810.00     |
|   | 4200365         | 01/31/2020 E                            | PRTD               | 4013 A         | andrew Economy                                      |              | DEC19   | 01/07/2020     |          | 013120     | 9.28         |
|   |                 |   |                    |                |   |              |         | CHEC           | K 4200   | 365 TOTAL: | 9.28         |
|   | 4200366         | 01/31/2020 F                            | PRTD               | 1507 F         | Energy Petroleum Co                                 |              | 1817216 | 12/20/2019     | 12000065 | 013120     | 14,508.75    |
|   |                 | , |                    |                | J <sub>1</sub> = ================================== |              | 1817233 | 12/24/2019     |          |            | 14,428.08    |
|   |                 |   |                    |                |   |              | 1817375 | 01/07/2020     |          |            | 13,432.50    |
|   |                 |   |                    |                |   |              | 1817539 | 12/17/2019     |          |            | 15,337.85    |
|   |                 |   |                    |                |   |              |         | ,,             |          | 010120     | 10,001.00    |

| Madison County Mass Transit District | CHECK REGISTER

P 2 apcshdsb

CASH ACCOUNT: 10000000 10101 Checking Account CHECK NO CHK DATE TYPE VENDOR NAME VOUCHER INVOICE INV DATE WARRANT NET 4200366 TOTAL: CHECK 57,707,18 4200367 01/31/2020 PRTD 1113 FedEx 6-880-99407 12/26/2019 013120 76.85 CHECK 4200367 TOTAL: 76.85 4200368 01/31/2020 PRTD 1029 Fort Russell Townshi 121619 12/14/2019 013120 414.30 CHECK 4200368 TOTAL: 414.30 4200369 01/31/2020 PRTD 1014 Granite City Townshi 010720 01/07/2020 013120 1,220.63 CHECK 4200369 TOTAL: 1,220,63 4200370 01/31/2020 PRTD 4002 Christopher C. Guy DEC19 01/15/2020 013120 8.70 CHECK 4200370 TOTAL: 8.70 4200371 01/31/2020 PRTD 3936 Illinois Department 011020-1 01/10/2020 013120 1,850,00 CHECK 4200371 TOTAL: 1,850.00 4200372 01/31/2020 PRTD 3936 Illinois Department 011020-2 01/10/2020 013120 1,910.00 CHECK 4200372 TOTAL: 1,910.00 4200373 01/31/2020 PRTD 3936 Illinois Department 011020-3 01/10/2020 013120 2,000.00 CHECK 4200373 TOTAL: 2,000.00 4200374 01/31/2020 PRTD 1055 Illinois Public Tran 004400-1 12/01/2019 013120 8,500.00 CHECK 4200374 TOTAL: 8,500.00 4200375 01/31/2020 PRTD 3982 Ronald L. Jedda DEC19 01/07/2020 013120 23.20 CHECK 4200375 TOTAL: 23.20 4200376 01/31/2020 PRTD 3920 The Jerry Costello G FEB20 01/02/2020 013120 7,000.00

Madison County Mass Transit District CHECK REGISTER

P 3 apcshdsb

| CACII AC | COLDIN 1000              | 0000 1 | 0101   |                      |         |              |      |         |      |                | apesnosp  |
|----------|--------------------------|--------|--------|----------------------|---------|--------------|------|---------|------|----------------|-----------|
| CHECK NO | CCOUNT: 1000<br>CHK DATE | TYPE   | VENDOR | Checking Account     | VOUCHER | INVOICE      | IN   | / DATE  | PO   | WARRANT        | NET       |
|          |                          |        |        |                      |         |              |      | СНЕС    | CK   | 4200376 TOTAL: | 7,000.00  |
| 4200377  | 01/31/2020               | PRTD   | 1439   | Juneau Associates, I |         | 42776        | 11/3 | 30/2019 |      | 013120         | 2,271.21  |
|          |                          |        |        |                      |         | 42777        | 11/3 | 30/2019 |      | 013120         | 1,163.72  |
|          |                          |        |        |                      |         | 42778        | 11/3 | 30/2019 |      | 013120         | 3,242.00  |
|          |                          |        |        |                      |         | 42791        | 11/3 | 30/2019 |      | 013120         | 9,252.00  |
|          |                          |        |        |                      |         | 42801        | 11/3 | 30/2019 |      | 013120         | 16,182.44 |
|          |                          |        |        |                      |         |              |      | CHEC    | CK   | 4200377 TOTAL: | 32,111.37 |
| 4200378  | 01/31/2020               | PRTD   | 1602   | Madison County State |         | FEB20        | 01/0 | 2/2020  |      | 013120         | 4,500.00  |
|          |                          |        |        |                      |         |              |      | CHEC    | K    | 4200378 TOTAL: | 4,500.00  |
| 4200379  | 01/31/2020               | PRTD   | 2031   | Best-One Fleet Servi |         | 80089179     | 12/1 | 2/2019  |      | 013120         | 135.00    |
|          |                          |        |        |                      |         | 80089590     | 01/0 | 2/2020  |      | 013120         | 25,970.00 |
|          |                          |        |        |                      |         | 80089721     | 12/2 | 6/2019  |      | 013120         | 135.00    |
|          |                          |        |        |                      |         |              |      | CHEC    | !K   | 4200379 TOTAL: | 26,240.00 |
| 4200380  | 01/31/2020               | PRTD   | 3985   | New Opportunities, I |         | VAN811272019 | 12/3 | 0/2019  |      | 013120         | 360.36    |
|          |                          |        |        |                      |         | VAN912182019 | 12/3 | 0/2019  |      | 013120         | 614.73    |
|          |                          |        |        |                      |         |              |      | CHEC    | !K   | 4200380 TOTAL: | 975.09    |
| 4200381  | 01/31/2020               | PRTD   | 1698   | O'Brien Tire & Auto  |         | 0216236      | 12/2 | 3/2019  |      | 013120         | 1,074.74  |
|          |                          |        |        |                      |         | 0216314      | 12/2 | 6/2019  |      | 013120         | 97.50     |
|          |                          |        |        |                      |         |              |      | CHEC    | K    | 4200381 TOTAL: | 1,172.24  |
| 4200382  | 01/31/2020               | PRTD   | 1173   | Oates Associates     |         | 32079        | 12/1 | 2/2019  |      | 013120         | 8,928.75  |
|          |                          |        |        |                      |         |              |      | CHEC    | K    | 4200382 TOTAL: | 8,928.75  |
| 4200383  | 01/31/2020               | PRTD   | 1757   | Piasa Motor Fuels LL |         | 252736       | 12/2 | 7/2019  | 1200 | 00069 013120   | 15,429.94 |
|          |                          |        |        |                      |         | 252763       | 12/3 | 1/2019  | 1200 | 00070 013120   | 14,455.28 |

Madison County Mass Transit District CHECK REGISTER

P 4 apcshdsb

|   |                           |           |            |         |              | 1 1       |
|---|---------------------------|-----------|------------|---------|--------------|-----------|
| CASH ACCOUNT: 10000000 10<br>CHECK NO CHK DATE TYPE V |                           | INVOICE   | INV DATE   | PO      | WARRANT      | NET       |
|   |                           | 252792    | 01/03/2020 |         |              | 13,673.77 |
|   |                           | 252849    | 01/09/2020 | 120000  | 73 013120    | 12,730.50 |
|   |                           |           | CHEC       | CK 420  | 00383 TOTAL: | 56,289.49 |
| 4200384 01/31/2020 PRTD                               | 3994 J. Kelly Schmidt     | DEC19     | 01/07/2020 |         | 013120       | 9.28      |
|   |                           |           | CHEC       | CK 420  | 00384 TOTAL: | 9.28      |
| 4200385 01/31/2020 PRTD                               | 1643 SumnerOne            | 2369287   | 11/26/2019 |         | 013120       | 204.00    |
|   |                           |           | CHEC       |         | 00385 TOTAL: | 204.00    |
| 4200386 01/31/2020 PRTD                               | 3980 The Bancorp Bank     | 462801-33 | 01/02/2020 | 1170004 | 16 013120    | 992.13    |
|   |                           |           | CHEC       | CK 420  | 00386 TOTAL: | 992.13    |
| 4200387 01/31/2020 PRTD                               | 1506 Village of Glen Carb | INV00284  | 12/26/2019 |         | 013120       | 486.48    |
|   |                           |           | CHEC       | K 420   | 00387 TOTAL: | 486.48    |
| 4200388 01/31/2020 PRTD                               | 4006 Volkert Inc.         | 00111197  | 11/30/2019 |         | 013120       | 12,902.25 |
|   |                           |           | CHEC       | K 420   | 0388 TOTAL:  | 12,902.25 |
| 4200389 01/31/2020 PRTD                               | 3986 Michael Joseph Walte | JAN20     | 01/02/2020 |         | 013120       | 3,000.00  |
|   |                           |           | CHEC       | K 420   | 0389 TOTAL:  | 3,000.00  |
| 4200390 01/31/2020 PRTD                               | 3923 Xerox Corporation    | 099079111 | 01/01/2020 | 1200003 | 32 013120    | 141.00    |
|   | <u>*</u>                  | 099079112 | 01/01/2020 |         |              | 152.00    |
|   |                           | 099202027 | 01/04/2020 |         |              | 57.00     |
|   |                           |           | CHEC       |         | 0390 TOTAL:  | 350.00    |

| Madison County Mass Transit District | CHECK REGISTER

P 5 apcshdsb

NUMBER OF CHECKS 30

\*\*\* CASH ACCOUNT TOTAL \*\*\*

2,264,340.16

COUNT AMOUNT TOTAL PRINTED CHECKS 2,264,340.16 30

\*\*\* GRAND TOTAL \*\*\*

2,264,340.16

01/29/2020 13:12 tpohlman

| Madison County Mass Transit District | CHECK REGISTER

P 1 apcshdsb

| CASH AC<br>CHECK NO | COUNT: 1000<br>CHK DATE | 0000 10101<br>TYPE VEND | OOR NAME                | VOUCHER | INVOICE     |    | INV DATE  | PO    | WARRANT       | NET        |
|---------------------|-------------------------|-------------------------|-------------------------|---------|-------------|----|-----------|-------|---------------|------------|
| 4200391             | 01/31/2020              | PRTD 40                 | 12 AAIC, Inc.           |         | 16728       |    | 1/08/2020 |       | 013120B       | 29,289.34  |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200391 TOTAL: | 29,289.34  |
| 4200392             | 01/31/2020              | PRTD 10                 | 50 Ameren Illinois      |         | DEC19-1     | 0: | 1/16/2020 |       | 013120B       | 10,733.55  |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200392 TOTAL: | 10,733.55  |
| 4200393             | 01/31/2020              | PRTD 10                 | 10 East-West Gateway CC | )       | 012820      | 0: | 1/28/2020 |       | 013120B       | 16,700.00  |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200393 TOTAL: | 16,700.00  |
| 4200394             | 01/31/2020              | PRTD 15                 | 07 Energy Petroleum Co  |         | 1817252     | 0: | 1/10/2020 | 12000 | 074 013120B   | 13,758.94  |
|                     |                         |                         |                         |         | 1822182     | 0: | 1/21/2020 | 12000 | 078 013120B   | 13,942.76  |
|                     |                         |                         |                         |         | 1822340     | 0: | 1/14/2020 | 12000 | 075 013120B   | 13,811.51  |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200394 TOTAL: | 41,513.21  |
| 4200395             | 01/31/2020              | PRTD 38                 | 14 Gillig LLC           |         | 67028       | 0: | 1/03/2020 | 11900 | 116 013120B   | 482,224.00 |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200395 TOTAL: | 482,224.00 |
| 4200396             | 01/31/2020              | PRTD 12                 | 20 Illinois American Wa | ι       | 0720ILRt3PR | 0: | 1/22/2020 |       | 013120B       | 127.09     |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200396 TOTAL: | 127.09     |
| 4200397             | 01/31/2020              | PRTD 14                 | 37 Keller Construction, |         | 20191232    | 1: | 2/31/2019 |       | 013120B       | 90,125.70  |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200397 TOTAL: | 90,125.70  |
| 4200398             | 01/31/2020              | PRTD 20                 | 31 Best-One Fleet Servi |         | 80090629    | 0: | 1/16/2020 |       | 013120B       | 80.00      |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200398 TOTAL: | 80.00      |
| 4200399             | 01/31/2020              | PRTD 39                 | 85 New Opportunities, I | e<br>E  | 12212019-8  | 0: | 1/23/2020 |       | 013120B       | 214.00     |
|                     |                         |                         |                         |         |             |    | CHEC      | K 4   | 200399 TOTAL: | 214.00     |
| 4200400             | 01/31/2020              | PRTD -11                | 73 Oates Associates     |         | 32146       | 0: | 1/15/2020 |       | 013120B       | 45,998.75  |
|                     |                         |                         |                         |         | 32164       | 0: | 1/17/2020 |       | 013120B       | 1,300.00   |

| 01/29/2020 13:12<br>tpohlman            | Madison County Mass Transit Distr<br>CHECK REGISTER | rict                 |                             | P 2<br>apcshdsb |
|---|---|----------------------|-----------------------------|-----------------|
| CASH ACCOUNT: 1000<br>CHECK NO CHK DATE | 0000 10101 Checking Account<br>TYPE VENDOR NAME     | VOUCHER INVOICE      | INV DATE PO WARRANT         | NET             |
|   |   |                      | CHECK 4200400 TOTAL:        | 47,298.75       |
| 4200401 01/31/2020                      | PRTD 1757 Piasa Motor Fuels LL                      | 252920               | 01/16/2020 12000077 013120B | 13,502.10       |
|   |   | 252983               | 01/23/2020 12000079 013120B | 12,347.25       |
|   |   | 252992               | 01/24/2020 12000080 013120B | 14,067.75       |
|   |   |                      | CHECK 4200401 TOTAL:        | 39,917.10       |
|   |   | NUMBER OF CHECKS 11  | *** CASH ACCOUNT TOTAL ***  | 758,222.74      |
|   |   |                      | COUNT AMOUNT                |                 |
|   |   | TOTAL PRINTED CHECKS | 11 758,222.74               |                 |
|   |   |                      |                             |                 |
|   |   |                      | *** GRAND TOTAL ***         | 758,222.74      |

### Madison County Transit District Management Report of Revenue and Expenses December, 2019

| December, 2019                           |                    |                 |                 | Percentage     |                |             |
|--|--------------------|-----------------|-----------------|----------------|----------------|-------------|
|  |                    | _               |                 | Increase I     |                | Budget %    |
|  | Current            | Current         | Prior           | (Decrease)     | FY20           | Expended    |
| Pavanua                                  | <u>Month</u>       | YTD             | YTD             | Over Prior YTD | Budget         | (50% of FY) |
| Revenue                                  |                    |                 |                 |                |                |             |
| Operating Revenue                        | <b>#000 700 00</b> | AF 00F 074 70   | #4 000 F00 74   |                |                |             |
| Sales Tax Revenue                        | \$828,720.68       | \$5,225,371.78  | \$4,969,586.74  | 5%             | \$9,300,000    | 56%         |
| Interest Income                          | 121,328.03         | 713,680.06      | 479,464.10      | 49%            | 750,000        | 95%         |
| IDOT Operating Assistance                | 4,300,198.62       | 16,401,248.62   | 14,997,443.53   | 0%             | 17,260,000     | 95%         |
| Local Sales Tax Reform Fund              | 284,836.73         | 1,583,042.76    | 1,381,159.01    | 15%            | 2,600,000      | 61%         |
| CMAQ Rideshare Marketing and Outreach    | 82,911.00          | 94,978.00       | 0.00            | 0%             | 650,000        | 15%         |
| Commuter Initiative                      | 15,347.98          | 37,613.08       | 38,679.77       | 0%             | 100,000        | 38%         |
| Fares                                    | 0.00               | 162,300.15      | 328,789.06      | -51%           | 1,032,000      | 16%         |
| Other Revenue                            | 1,088.80           | 377,745.40      | 3,029.00        | 12371%         | 16,000         | 2361%       |
| Lease/Rental Income                      | 0.00               | 24,751.54       | 26,210.14       | -6%_           | 0              | 100%        |
| Total Operating Revenue                  | \$5,634,431.84     | \$24,620,731.39 | \$22,224,361.35 | . 11% _        | \$31,708,000   | 78%         |
| Capital Revenue                          | *                  |                 |                 |                |                |             |
| FTA Transit Admin Section 5307           | \$1,202,777.00     | \$2,926,756.00  | \$96,563.00     | 2931%          | \$19,462,600   | 15%         |
| FTA Transit Admin Section 5339           | 0.00               | 0.00            | 0.00            | 0%             | 3,600,000      | 0%          |
| Congestion Mitigation Air Quality        | 0.00               | 0.00            | 0.00            | 0%             | 2,068,000      | 0%          |
| Illinois Department of Transportation    | 0.00               | 0.00            | 0.00            | 0%             | 240,000        | 0%          |
| Illinois Department of Natural Resources | 0.00               | 0.00            | 0.00            | 0%             | 576,000        | 0%          |
| Metro East Park and Recreation District  | 79,190.59          | 79,190.59       | 53,610.74       | 0%_            | 2,050,000      | 4%          |
| Total Capital Revenue                    | \$1,281,967.59     | \$3,005,946.59  | \$150,173.74    | 1902% _        | \$27,996,600   | 11%         |
| Total Revenues                           | \$6,916,399.43     | \$27,626,677.98 | \$22,374,535.09 | 23%_           | \$59,704,600   | 46%         |
| <b>5</b>                                 |                    |                 |                 |                |                |             |
| Expenses                                 |                    |                 |                 |                |                |             |
| Operating Expenses                       |                    |                 |                 |                |                |             |
| Fixed Route and Paratransit              | \$2,248,431.73     | \$12,746,793.30 | \$12,083,298.01 | 5%             | \$26,000,000   | 49%         |
| ACT Administrative Contract              | 41,666.66          | 250,000.00      | 250,000.00      | 0%             | 500,000        | 50%         |
| Rideshare                                | (13,663.64)        | 213,256.91      | 298,573.58      | -29%           | 750,000        | 28%         |
| Professional and Other Services          | 14,500.00          | 119,910.00      | 129,345.00      | -7%            | 265,000        | 45%         |
| Trustee Expenses                         | 1,126.96           | 6,885.17        | 6,764.56        | 2%             | 30,000         | 23%         |
| District Office Expenses                 | 54,702.01          | 214,583.66      | 206,512.38      | 4%             | 515,000        | 42%         |
| Facilities Maintenance                   | 65,507.11          | 362,481.91      | 351,241.18      | 3%             | 825,000        | 44%         |
| District Budget Contingency              | 0.00               | 0.00            | 0.00            | 0% _           | 1,000,000      | 0%          |
| Total Operating Expenses                 | \$2,412,270.83     | \$13,913,910.95 | \$13,325,734.71 | 4%             | \$29,885,000   | 47%         |
| Capital Expenses                         |                    |                 |                 |                |                |             |
| Bikeways                                 | \$42,471.62        | \$840,644.16    | \$150,845.75    | 457%           | \$7,970,000    | 11%         |
| Bus Station/Stops and Park & Ride        | 12,170.75          | 64,078.65       | 0.00            | 0%             | 4,450,000      | 1%          |
| Cooperative Police Bicycle Grant Program | 0.00               | 0.00            | 0.00            | 0%             | 100,000        | 0%          |
| Facility Improvements                    | 24,722.50          | 91,122.50       | 48,220.91       | 89%            | 4,058,000      | 2%          |
| Fare Collection System                   | 0.00               | 0.00            | 4,565.00        | -100%          | 0              | 0%          |
| Maintenance Equipment                    | 0.00               | 0.00            | 0.00            | 0%             | 375,000        | 0%          |
| MIS Equipment                            | 0.00               | 72,072.00       | 68,002.60       | 0%             | 373,000        | 19%         |
| Transit Support Equipment                | 0.00               | 173,433.89      | 31,787.00       | 0%             | 670,000        | 26%         |
| Vehicles - Buses                         | 1,074,373.83       | 3,544,624.23    | 0.00            | 0%             | 24,468,000     | 14%         |
| Vehicles - Rideshare Vans                | 0.00               | 0.00            | 94,542.00       | -100%          | 475,000        | 0%          |
| Vehicles - Transit Support               | 0.00               | 162,443.00      | 0.00            | 0%             | 899,000        | 18%         |
| Contingency                              | 0.00               | 0.00            | 0.00            | 0%             | 2,000,000      | 0%          |
| Total Capital Expenses                   | \$1,153,738.70     | \$4,948,418.43  | \$397,963.26    | 1143%          | \$45,838,000   | 11%         |
| Total Expenses                           | \$3,566,009.53     | \$18,862,329.38 | \$13,723,697.97 | 37%            | \$75,723,000   | 25%         |
| Excess Revenue Over (Under) Expenses     | \$3,350,389.90     | \$8,764,348.60  | \$8,650,837.12  | 1%             | (\$16,018,400) | (55%)       |
|  |                    |                 |                 |                |                |             |

#### Madison County Mass Transit District Income Statement with Budget Variance for the Period Ended December 31, 2019

| Description                              | Current Period  |  |               | Year to Date |               |               |  |          |
|--|---|--|---------------|--------------|---------------|---------------|--|----------|
|  | Actual  | Budget   | Deviation     | Pct          | Actual        | Budget        | Deviation                                | Pct ytd  |
| OPERATING REVENUE                        |   |  |               |              |               |               |  |          |
| Sales Tax Revenue                        | 828,720.68  | 775,000.00   | 53,720.68     | 106.93       | 5,225,371.78  | 4,650,000.00  | 575,371.78                               | 112.37   |
| Interest Income                          | 121,328.03  | 62,500.00  | 58,828.03     | 194.12       | 713,680.06    | 375,000.00    | 338,680.06                               | 190.31   |
| IDOT Operating Assistance                | 4,300,198.62  | 1,438,333.34   | 2,861,865.28  |              | 16,401,248.62 | 8,630,000.00  | 7,771,248.62                             | 190.05   |
| Local Sales Tax Reform Fund              | 284,836.73  | 216,666.66   | 68,170.07     | 131.46       | 1,583,042.76  | 1,300,000.00  | 283,042.76                               | 121.77   |
| CMAQ Rideshare Marketing & Outreach      | 82,911.00   | 54,166.66  |               | 153.07       | 100           | 1.5           |  |          |
| -  | 10000 100 - 100000 100000 100000 100000 1000000 | The part of the second   | 28,744.34     |              | 94,978.00     | 325,000.00    | -230,022.00                              | 29.22    |
| Commuter Initiative                      | 15,347.98   | 8,333.34   | 7,014.64      | 184.18       | 37,613.08     | 50,000.00     | -12,386.92                               | 75.23    |
| Fares                                    | 0.00  | 86,000.00  | -86,000.00    | 0.00         | 162,300.15    | 516,000.00    | -353,699.85                              | 31.45    |
| Other Revenue                            | 1,088.80  | 1,333.34   | -244.54       | 81.66        | 377,745.40    | 8,000.00      | 369,745.40                               | 4,721.82 |
| Lease/Rental Income                      | 0.00  | 0.00   | 0.00          | 0.00         | 24,751.54     | 0.00          | 24,751.54                                | 0.00     |
| TOTAL OPERATING REVENUE                  | 5,634,431.84  | 2,642,333.34   | 2,992,098.50  | 213.24       | 24,620,731.39 | 15,854,000.00 | 8,766,731.39                             | 155.30   |
| CAPITAL REVENUE                          |   |  |               |              |               |               |  |          |
| Fed Transit Admin Section 5307           | 1,202,777.00  | 1,621,883.34   | -419,106.34   | 74.16        | 2,926,756.00  | 9,731,300.00  | -6,804,544.00                            | 30.08    |
| Fed Transit Admin Section 5339           | 0.00  | 300,000.00   | -300,000.00   | 0.00         | 0.00          | 1,800,000.00  | -1,800,000.00                            | 0.00     |
| Congestion Mitigation Air Quality        | 0.00  | 172,333.34   | -172,333.34   | 0.00         | 0.00          | 1,034,000.00  | -1,034,000.00                            | 0.00     |
| Illinois Dept of Transportation          | 0.00  | 20,000.00  | -20,000.00    | 0.00         | 0.00          | 120,000.00    | -120,000.00                              | 0.00     |
| Illinois Dept of Natural Resources       | 0.00  | 48,000.00  | -48,000.00    | 0.00         | 0.00          | 288,000.00    | -288,000.00                              | 0.00     |
| Metro East Park and Recreation District  | 79.190.59   | 170,833.34   |               | 46.36        |               |               | 10.00 May 10.00 May 10.00                |          |
| TOTAL CAPITAL REVENUE                    | CONTRACTOR OF STREET  | TOTAL CONTROL OF THE STATE OF T | -91,642.75    |              | 79,190.59     | 1,025,000.00  | -945,809.41                              | 7.73     |
|  | 1,281,967.59  | 2,333,050.02   | -1,051,082.43 | 54.95        | 3,005,946.59  | 13,998,300.00 | -10,992,353.41                           | 21.47    |
| TOTAL REVENUES                           | 6,916,399.43  | 4,975,383.36   | 1,941,016.07  | 139.01       | 27,626,677.98 | 29,852,300.00 | -2,225,622.02                            | 92.54    |
| OPERATING EXPENSES                       |   |  |               |              |               |               |  |          |
| Fixed Route and Paratransit              | 2,248,431.73  | 2,166,666.66   | 81,765.07     | 103.77       | 12,746,793.30 | 13,000,000.00 | -253,206.70                              | 98.05    |
| ACT Administrative Contract              | 41,666.66   | 41,666.66  | 0.00          | 100.00       | 250,000.00    | 250,000.00    | 0.00                                     | 100.00   |
| Rideshare                                | -13,663.64  | 62,500.00  | -76,163.64    | -21.86       | 213,256.91    | 375,000.00    | -161,743.09                              | 56.87    |
| Professional and Other Services          | 14,500.00   | 22,083.34  | -7,583.34     | 65.66        | 119,910.00    | 132,500.00    | -12,590.00                               | 90.50    |
| Trustee Expenses                         | 1,126.96  | 2,500.00   | -1,373.04     | 45.08        | 6,885.17      | 15,000.00     | -8,114.83                                | 45.90    |
| District Office Expenses                 | 54,702.01   | 42,916.66  | 11,785.35     | 127.46       | 214,583.66    | 257,500.00    | -42,916.34                               | 83.33    |
| Facilities Maintenance                   | 65,507.11   | 68,750.00  | -3,242.89     | 95.28        | 362,481.91    | 412,500.00    | -50,018.09                               | 87.87    |
| District Budget Contingency              | 0.00  | 83,333.34  | -83,333.34    | 0.00         | 0.00          | 500,000.00    | -500,000.00                              | 0.00     |
| TOTAL OPERATING EXPENSES                 | 2,412,270.83  | 2,490,416.66   | -78,145.83    | 96.86        | 13,913,910.95 | 14,942,500.00 | -1,028,589.05                            | 93.12    |
| CAPITAL EXPENSES                         |   |  |               |              |               |               |  |          |
| Bikeways                                 | 42,471.62   | 664,166.66   | -621,695.04   | 6.39         | 840,644.16    | 3,985,000.00  | -3,144,355.84                            | 21.10    |
| Bus Station/Stops and Park & Ride        | 12,170.75   | 370,833.34   | -358,662.59   | 3.28         | 64,078.65     | 2,225,000.00  | -2,160,921.35                            | 2.88     |
| Cooperative Police Bicycle Grant Program | 0.00  | 8,333.34   | -8,333.34     | 0.00         | 0.00          | 50,000.00     | -50,000.00                               | 0.00     |
| Facility Improvements                    | 24,722.50   | 338,166.66   | -313,444.16   | 7.31         | 91,122.50     | 2,029,000.00  | 200 (100 (100 (100 (100 (100 (100 (100 ( | 4.49     |
| Maintenance Equipment                    | 0.00  | 31,250.00  | -31,250.00    | 0.00         | 0.00          | 187,500.00    | -187,500.00                              | 0.00     |
| MIS Equipment                            | 0.00  | 31,083.34  | -31,083.34    | 0.00         | 72,072.00     | 186,500.00    | -114,428.00                              | 38.64    |
| Transit Support Equipment                | 0.00  | 55,833.34  | -55,833.34    | 0.00         | 173,433.89    | 335,000.00    | -161,566.11                              | 51.77    |
| Vehicles - Buses                         | 1,074,373.83  | 2,039,000.00   | -964,626.17   | 52.69        |               | 12,234,000.00 | -8,689,375.77                            | 28.97    |
| Vehicles - Rideshare Vans                | 0.00  | 39,583.34  | -39,583.34    | 0.00         | 0.00          | 237,500.00    | -237,500.00                              | 0.00     |
| Vehicles - Transit Support               | 0.00  | 74,916.66  | -74,916.66    | 0.00         | 162,443.00    | 449,500.00    | -287,057.00                              | 36.14    |
| Contingency                              | 0.00  | 166,666.66   | -166,666.66   | 0.00         | 0.00          | 1,000,000.00  | -1,000,000.00                            | 0.00     |
| TOTAL CAPITAL EXPENSES                   | 1,153,738.70  | 3,819,833.34   | -2,666,094.64 | 30.20        | 4,948,418.43  | 22,919,000.00 |  | 21.59    |
| TOTAL EXPENSES                           | 3,566,009.53  | 6,310,250.00   | -2,744,240.47 |              | 18,862,329.38 | 37,861,500.00 |  | 49.82    |
| EXCESS REVENUE OVER EXPENSE              | 3,350,389.90  | -1,334,866.64  | 4,685,256.54  | -250.99      | 8,764,348.60  | -8,009,200.00 | 16,773,548.60                            | -109.43  |

**ASSETS** 

| Checking Account                                     | 4,311,000.54                 |
|--|------------------------------|
| Prime Account  | 111,805.31                   |
| Illinois Funds Investment Pool                       | 7,022,313.51                 |
| Investments  | 47,832,000.00                |
| Inventory  | 802,059.02                   |
| Other Receivables                                    | 38,713.00                    |
| Sales Tax Receivable                                 | 2,625,936.37                 |
| Interest Receivable                                  | 92,650.02                    |
| Prepaid Expenses                                     | 197,059.76                   |
| TOTAL ASSETS   | 63,033,537.53                |
| LIABILITIES<br>Accounts Payable<br>TOTAL LIABILITIES | 2,564,870.97<br>2,564,870.97 |
| FUND BALANCE   |                              |
| Nonspendable Fund Balance                            | 1,502,724.33                 |
| Assigned Fund Balance                                | 17,841,400.00                |
| Beginning Unassigned Fund Balance                    | 32,360,193.63                |
| Excess Revenue Over Expenses                         | 8,764,348.60                 |
| Total Unassigned Fund Balance                        | 41,124,542.23                |
| TOTAL FUND BALANCE                                   | 60,468,666.56                |
| TOTAL LIABILITIES AND FUND BALANCE                   | 63,033,537.53                |

### MCT DETAILED SCHEDULE OF INVESTMENTS AT DECEMBER 31, 2019

|   | Α1                   | DEOLINDER 31               | 1, 2013              |                   |                              |                                 |
|---|----------------------|----------------------------|----------------------|-------------------|------------------------------|---------------------------------|
| INSTITUTION   | PURCHASE<br>DATE     | CD OR<br>ACCOUNT<br>NUMBER | MATURITY<br>DATE     | INTEREST<br>RATES | CERTIFICATE<br>AMOUNT        | WEIGHTED<br>AVERAGE<br>INTEREST |
| CERTIFICATES OF DEPOSIT (CD)  |                      |                            |                      |                   |                              |                                 |
| Associated Bank   | 10-12-18             | ****1175                   | 01-12-20             | 2.62%             | 1,000,000.00                 |                                 |
| Associated Bank   | 05-09-18             | ****9226                   | 05-08-20             | 2.38%             | 350,000.00                   |                                 |
| Associated Bank   | 06-05-18             | ****2854                   | 06-04-20             | 2.60%             | 500,000.00                   |                                 |
| Associated Bank<br>Associated Bank  | 07-02-18             | ****3462                   | 07-02-20             | 2.66%             | 500,000.00                   |                                 |
| Associated Bank   | 02-06-19<br>09-06-18 | ****1161<br>****8317       | 08-06-20<br>09-07-20 | 2.75%<br>2.77%    | 640,000.00<br>1,000,000.00   |                                 |
| Associated Bank   | 10-12-18             | ****1019                   | 10-12-20             | 2.77%             | 1,000,000.00                 |                                 |
| Associated Bank   | 10-12-18             | ****1191                   | 01-12-21             | 2.88%             | 900,000.00                   |                                 |
| Associated Bank   | 07-02-18             | ****3546                   | 07-02-21             | 2.85%             | 675,000.00                   |                                 |
| Associated Bank<br>Bank of Hillsboro  | 07-30-18             | ****9475                   | 07-30-21             | 2.90%             | 1,000,000.00                 |                                 |
| Bank of Hillsboro   | 02-06-19<br>07-03-18 | ****4422<br>****4215       | 05-06-21<br>07-03-21 | 3.00%<br>2.65%    | 200,000.00<br>600,000.00     |                                 |
| Bank of Hillsboro   | 11-01-18             | ****7636                   | 08-01-21             | 3.05%             | 1,000,000.00                 |                                 |
| Bank of Hillsboro   | 11-01-18             | ****2880                   | 11-01-21             | 3.10%             | 942,000.00                   |                                 |
| Bank of Hillsboro<br>Bank of Hillsboro  | 02-06-19             | ****6839                   | 02-06-22             | 3.10%             | 1,250,000.00                 |                                 |
| Bank of Hillsboro   | 05-01-19<br>05-01-19 | ****7000<br>****1102       | 04-01-22<br>05-01-22 | 2.95%<br>3.00%    | 1,000,000.00<br>500,000.00   |                                 |
| Bank of Hillsboro   | 11-08-19             | ****8499                   | 11-08-22             | 2.25%             | 2,000,000.00                 |                                 |
| Bradford National Bank of Greenville  | 04-27-18             | ****7490                   | 04-27-21             | 2.40%             | 350,000.00                   |                                 |
| Bradford National Bank of Greenville  | 06-06-18             | ****7562                   | 06-06-21             | 2.40%             | 500,000.00                   |                                 |
| Busey Bank (formerly Bank of Edwardsville) Busey Bank (formerly Bank of Edwardsville) | 02-06-19<br>02-06-19 | ****9119<br>****9120       | 03-06-21<br>04-06-21 | 2.82%<br>2.82%    | 520,000.00                   |                                 |
| Carrollton Bank   | 09-28-18             | ****7328                   | 03-28-20             | 2.75%             | 300,000.00<br>1,000,000.00   |                                 |
| Carrollton Bank   | 09-17-18             | ****7312                   | 04-17-20             | 2.66%             | 500,000.00                   |                                 |
| Carrollton Bank   | 09-06-18             | ****7307                   | 08-06-20             | 2.76%             | 500,000.00                   |                                 |
| Carrollton Bank<br>Carrollton Bank  | 09-06-18<br>06-10-19 | ****7306                   | 09-06-21             | 2.85%             | 1,000,000.00                 |                                 |
| CNB Bank & Trust, N.A.  | 05-10-19             | ****7390<br>****1526       | 11-10-21<br>05-10-21 | 2.76%<br>2.40%    | 500,000.00<br>400,000.00     |                                 |
| Commerce Bank   | 06-11-18             | ****1562                   | 06-11-21             | 2.65%             | 1,350,000.00                 |                                 |
| FCB Banks   | 10-31-18             | ****6532                   | 03-01-21             | 2.97%             | 480,000.00                   |                                 |
| FCB Banks   | 10-31-18             | ****6533                   | 04-01-21             | 2.97%             | 240,000.00                   |                                 |
| FCB Banks<br>FCB Banks  | 05-02-18<br>10-12-18 | ****6525<br>****6530       | 05-02-21<br>10-12-21 | 2.30%<br>3.00%    | 400,000.00                   |                                 |
| FCB Banks   | 02-06-19             | ****6534                   | 12-06-21             | 2.89%             | 1,000,000.00<br>1,000,000.00 |                                 |
| FCB Banks   | 02-06-19             | ****6535                   | 01-06-22             | 3.04%             | 2,000,000.00                 |                                 |
| FCB Banks   | 04-05-19             | ****6536                   | 03-05-22             | 3.02%             | 1,000,000.00                 |                                 |
| FCB Banks<br>FCB Banks  | 06-10-19<br>06-10-19 | ****6538<br>****6539       | 05-10-22<br>06-10-22 | 2.87%<br>2.87%    | 500,000.00                   |                                 |
| FCB Banks   | 07-11-19             | ****6720                   | 07-11-22             | 2.66%             | 1,000,000.00<br>1,000,000.00 |                                 |
| First Mid Bank & Trust  | 05-22-18             | ****6461                   | 05-22-20             | 2.38%             | 300,000.00                   |                                 |
| First Mid Bank & Trust  | 06-12-18             | ****6596                   | 06-12-20             | 2.38%             | 700,000.00                   |                                 |
| First Mid Bank & Trust<br>First Mid Bank & Trust                                      | 07-02-18<br>07-02-18 | ****6657<br>****6660       | 06-28-20<br>06-28-21 | 2.66%<br>2.85%    | 500,000.00                   |                                 |
| Simmons Bank (formerly Reliance Bank)   | 11-08-18             | ****1021                   | 01-08-20             | 2.65%             | 675,000.00<br>1,000,000.00   |                                 |
| Simmons Bank (formerly Reliance Bank)   | 10-11-18             | ****0009                   | 02-11-20             | 2.68%             | 1,000,000.00                 |                                 |
| Simmons Bank (formerly Reliance Bank)   | 10-11-18             | ****0013                   | 04-11-20             | 2.78%             | 500,000.00                   |                                 |
| Simmons Bank (formerly Reliance Bank) Simmons Bank (formerly Reliance Bank)           | 05-10-18<br>11-08-19 | ****6009<br>****0667       | 05-10-20<br>08-08-20 | 2.05%<br>1.85%    | 350,000.00                   |                                 |
| Simmons Bank (formerly Reliance Bank)   | 11-15-19             | ****1913                   | 09-15-20             | 1.82%             | 1,000,000.00<br>1,000,000.00 |                                 |
| Simmons Bank (formerly Reliance Bank)   | 11-08-19             | ****0840                   | 09-08-21             | 1.88%             | 1,000,000.00                 |                                 |
| Simmons Bank (formerly Reliance Bank)   | 11-15-19             | ****1921                   | 08-15-22             | 1.88%             | 1,000,000.00                 |                                 |
| Simmons Bank (formerly Reliance Bank) State Bank of St. Jacob                         | 11-15-19<br>07-27-18 | ****1939<br>****2351       | 09-15-22<br>07-27-20 | 1.88%<br>2.71%    | 1,000,000.00                 |                                 |
| State Bank of St. Jacob   | 08-25-18             | ****2370                   | 08-25-20             | 2.76%             | 630,000.00<br>480,000.00     |                                 |
| Town and Country Bank   | 04-16-18             | ****4482                   | 04-16-21             | 2.05%             | 100,000.00                   |                                 |
| TOTAL CD'S  |                      |                            |                      |                   | 41,832,000.00                | 2.65%                           |
| CERTIFICATES OF DEPOSIT ACCOUNT RE  | GISTRY SERVI         | CE (CDARS)                 |                      |                   |                              |                                 |
| Busey Bank (formerly Bank of Edwardsville)  | 06-28-18             | ****1112                   | 06-25-20             | 2.66%             | 1,500,000.00                 |                                 |
| Town and Country Bank   | 11-23-18             | ****0333                   | 11-19-20             | 2.89%             | 1,000,000.00                 |                                 |
| Town and Country Bank Town and Country Bank   | 11-23-18             | ****0392                   | 12-17-20             | 2.89%             | 1,000,000.00                 |                                 |
| Town and Country Bank Town and Country Bank   | 11-15-18<br>11-15-18 | ****0414<br>****0716       | 01-07-21<br>02-11-21 | 2.92%<br>2.92%    | 1,100,000.00<br>1,000,000.00 |                                 |
| Town and Country Bank   | 06-21-18             | ****4803                   | 06-17-21             | 2.35%             | 400,000.00                   |                                 |
| TOTAL CDARS   |                      |                            |                      | 2.007,0           | 6,000,000.00                 | 2.81%                           |
| TOTAL INVESTMENTS   |                      |                            |                      |                   | 47,832,000.00                |                                 |
| CASH ACCOUNTS   |                      |                            |                      |                   |                              |                                 |
| MCT checking account  |                      |                            |                      | 0.05%             | 4,311,000.54                 |                                 |
| MCT prime account   |                      |                            |                      | 0.10%             | 111,805.31                   |                                 |
| Illinois Funds investment pool  |                      |                            |                      | 1.70%             | 7,022,313.51                 |                                 |
| TOTAL CASH  |                      |                            |                      |                   | 11,445,119.36                | 1.07%                           |
|   |                      |                            |                      |                   | 11,110,110.00                | 1.07 /0                         |
| TOTAL CASH AND INVESTMENTS  |                      |                            |                      |                   | 59,277,119.36                | 2.36%                           |
|   |                      |                            |                      |                   |                              |                                 |

### AUTHORIZING THE DISTRICT'S FUND BALANCE POLICY

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 Board of Trustees (Trustees) is the fiscal authority for the Madison County Mass Transit District (District) and is responsible for controlling the fiscal operations of the District, and,

**WHEREAS,** The Trustees are responsible for ensuring that the District manages public funds appropriately, and,

WHEREAS, The Trustees wish to adopt a cash reserves policy for the District in order to maintain fund balances at prudent levels to not risk potential financial difficulties or shortages, and,

WHEREAS, The Trustees, after due consideration, find the adoption of a cash reserves policy is in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.

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

1. The Madison County Mass Transit District adopt a Fund Balance Policy, as set forth in <u>Attachment A</u> for the District in order to maintain fund balances at prudent levels to not risk potential financial difficulties or shortages in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first of January 2020.

Ronald L. Jedda, Chairman

J. Kelly Schmidt

Christopher C. Guy

Allen P. Adomite

APPROVED as to Form:

Tonya Genove'se, Legal Counsel

#### ATTACHMENT A

#### MADISON COUNTY MASS TRANSIT DISTRICT FUND BALANCE POLICY Effective February 1, 2020

In accordance with Governmental Accounting Standards Board Statement No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions, Madison County Mass Transit District (MCT) classifies governmental fund balance as follows:

- Nonspendable Includes fund balance amounts that cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained intact.
- b. Restricted Consists of fund balances with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions of enabling legislation.
- c. Committed Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision-making authority. Fund balance amounts are committed through a formal resolution of the MCT District Board. This formal action must occur prior to the end of the fiscal year, but the amount of the commitment, which will be subject to the constraints, may be determined in the subsequent fiscal year. Any changes to the constraints imposed require the same formal action of the Board that originally created the commitment.
- d. Assigned Includes spendable fund balance amounts that are intended to be used for specific purposes that are not considered restricted or committed. Fund balance may be assigned through the following: 1) The MCT District Board may take action to assign amounts for a specific purpose or, 2) all remaining positive spendable amounts in governmental funds, other than the general fund, that are neither restricted nor committed. Assignments may take place after the end of the fiscal year.
- e. Unassigned Includes residual positive fund balance within the general fund which has not been classified within the other above-mentioned categories. Unassigned fund balance may also include negative balances for any governmental fund if expenditures exceed amounts restricted, committed or assigned for those specific purposes.

Unless specifically identified, expenditures act to reduce restricted balances first, then committed balances, next assigned balances, and finally to reduce unassigned balances. Expenditures for a specifically identified purpose will act to reduce the specific classification of fund balance that is identified.

Operating Reserves – MCT shall maintain cash and investment balances at a level sufficient to pay for not less than nine months of operating expenditures. This minimum fund balance is included in the Unassigned fund balance.

Capital Reserves – MCT shall maintain an Assigned fund balance reserve amount at a level sufficient to meet all grant local match requirements and shall maintain cash and investment balances at a level sufficient to pay for not less than twelve months of the capital reserve amount.

**Maintenance Reserves** – MCT shall maintain cash and investment balances at a level sufficient to pay for not less than 5% of the audited Net Fixed Assets at the end of the prior fiscal year. This minimum fund balance is included in Unassigned fund balance.

#### CERTIFICATE

I, Summer Moore, 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 Friday, January 31, 2020, 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 Madison County Mass Transit District adopt a Fund Balance Policy, as set forth in <u>Attachment A</u> for the District in order to maintain fund balances at prudent levels to not risk potential financial difficulties or shortages in the best interest of the residents of Madison County and is desirable for the welfare of the Madison County Mass Transit District.

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 thirty-first day of January 2020.

Summer Moore

### DESIGNATING THE MADISON COUNTY MASS TRANSIT DISTRICT'S FREEDOM OF INFORMATION ACT OFFICERS

**WHEREAS**, the Illinois Freedom of Information Act (FOIA) 5 ILCS 140/1 declares "that it is the public policy of the State of Illinois that access by all persons to public records promotes the transparency and accountability of public bodies at all levels of government," and,

**WHEREAS**, it is a fundamental obligation of government to operate openly and provide public records as expediently and efficiently as possible in compliance with this Act, and,

**WHEREAS**, it is a requirement of this Act that each public body shall designate one or more officials or employees to act as its Freedom of Information officer or officers, and,

WHEREAS, from time to time, the Madison County Mass Transit District (District) has designated several Freedom of Information officers, and,

**WHEREAS**, the District finds it necessary to name new FOIA Officers in order to maintain compliance with 5 ILCS 140/1 and provide backup capabilities for this important required function within the District.

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

- 1. Ms. Summer Moore, currently serving in capacity as Secretary of the District, is hereby designated as the District's Freedom of Information Act (FOIA) Officer.
- 2. Steven J. Morrison, Interim Managing Director of the District, is hereby named as a Freedom of Information Act (FOIA) Officer, should Ms. Moore be unable to serve in that capacity, and
- This action supersedes and replaces any previous designation made by the Madison County Mass Transit District.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

Ronald L. Jedda, Chairman

Andrew F. Economy

Christopher C. Guy

Allen P. Adomite

APPROVED as to Form:

Tonya Genovese, Legal Counsel

#### **CERTIFICATE**

I, Summer Moore, 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 Friday, January 31, 2020, 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. Ms. Summer Moore, currently serving in capacity as Secretary of the District, is hereby designated as the District's Freedom of Information Act (FOIA) Officer.
- 2. Steven J. Morrison, Interim Managing Director of the District, is hereby named as a Freedom of Information Act (FOIA) Officer, should Ms. Moore be unable to serve in that capacity, and
- 3. This action supersedes and replaces any previous designation made by the Madison County Mass Transit District.

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 thirty-first day of January 2020.

Summer Moore

### DESIGNATING THE INTERIM MANAGING DIRECTOR AS THE EQUAL EMPLOYMENT OPPORTUNITY PROGRAM OFFICER, PURSUANT TO FEDERAL REQUIREMENTS

**WHEREAS**, the Madison County Mass Transit District (District) is responsible for the provision of public mass transportation services pursuant to Section 3 of the Local Mass Transit District Act, as approved July 21, 1959, as amended (70 ILCS 3610/1 et. seq.); and,

**WHEREAS**, as a recipient of federal funds, the District is required by the United States Department of Transportation, Federal Transit Administration to administer an ongoing Equal Employment Opportunity (EEO) Program; and,

WHEREAS, the District is required by the United States Department of cransportation, Federal Transit Administration to either submit or prepare and maintain in Equal Employment Opportunity Program to ensure the District meets the Equal Employment Opportunity Program requirements described in Federal Transit Administration, Circular 4704.1A.

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

1. SJ Morrison, Interim Managing Director of the Marison County Mass Transit District, is hereby authorized to take any and all actions as may reasonably be required to enact and administer and maintain it. sail program to ensure the District's full compliance with the provisions of the F derail transit Administration Equal Employment Opportunity Program

**ADOPTED** by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day a January 2020.

| Priald L. Jedda, Ch           | nairman           |
|-------------------------------|-------------------|
| J. Kelly Schmit               | Andrew F. Economy |
| Christopher Guy               | Allen P. Adomite  |
| APPROVED as to Form:          |                   |
| Tonva Genovese, Legal Counsel | _                 |

## DESIGNATING THE INTERIM MANAGING DIRECTOR AS THE DISADVANTAGED BUSINESS ENTERPRISE LIAISON OFFICER, PURSUANT TO FEDERAL REQUIREMENTS

**WHEREAS**, the Madison County Mass Transit District (District) is responsible for the provision of public mass transportation services pursuant to Section 3 of the Local Mass Transit District Act, as approved on July 21, 1959, as amended (70 ILCS 3610 et. seq.); and,

**WHEREAS**, as a recipient of federal funds, the District is required by the United States Department of Transportation, Federal Transit Administration, to administer an ongoing Disadvantaged Business Enterprise (DBE) Plan; and,

WHEREAS, the District is required by the United States Department of Tynsportation, Federal Transit Administration, to submit a Disadvantaged Business Interprise gos once every three years as described in 49 CFR Part 26; and,

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

1. SJ Morrison, Interim Managing Director of the Madis in County Mass Transit District, is authorized and directed to take any and an actions a may reasonably be required to ensure the District's full compliance with the provisions of 49 CFR Part 26.

**ADOPTED** by the Madison County Mass Tans Direct Madison County, Illinois, on this thirty-first day of January 2020.

| Bonald L. Jedda, Cha           | airman            |
|--------------------------------|-------------------|
|                                |                   |
| J. Kelly Schmidt               | Andrew F. Economy |
|                                |                   |
| Christopher C Gu               | Allen P. Adomite  |
|                                |                   |
| APPROVED is to Form:           |                   |
|                                |                   |
| Tonya Genovese   Legal Counsel |                   |

### AUTHORIZING INTERIM MANAGING DIRECTOR TO SIGN NORMAL AND ROUTINE DOCUMENTS FOR THE MADISON COUNTY MASS TRANSIT DISTRICT

**WHEREAS**, the Madison County Mass Transit District (District) is responsible for the provision of public mass transportation services pursuant to Section 3 of the Local Mass Transit District Act, as approved on July 21, 1959, as amended (70 ILCS 3610 et. seq.); and,

WHEREAS, it is incumbent upon the Interim Managing Director to ensure that the normal and routine business of the Madison County Mass Transit District is carried out on behalf of the Board of Trustees and the residents of Madison County, Illinois; and,

WHEREAS, carrying out the operation of the Madison County Mass Transit District requires the timely authorization and execution of normal and routine documents,

BE IT RESOLVED, that the Chairman Ronald L. Jedda, Vice Chairman J. Kelly Schmidt, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, Madison County, Illinois, shall be authorized to sign normal and routine documents, including but not limited to: purchase orders, grant applications and reimbursement requests, contracts, maintenance agreements, easement/license agreements, intergovernmental agreements, and memorandums of understanding on behalf of the District,

**ADOPTED**, by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

| Ronald L. Jedda Chairman |                     |
|--------------------------|---------------------|
| Chily das                | F. Economy  Adomite |

APPRQVED as/to Form:

Toriya Genovese, Legal Counsel

#### **CERTIFICATE**

I, Summer Moore, 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 Friday, January 31, 2020, 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.

BE IT RESOLVED, that the Chairman Ronald L. Jedda, Vice Chairman J. Kelly Schmidt, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, Madison County, Illinois, shall be authorized to sign normal and routine documents, including but not limited to: purchase orders, grant applications and reimbursement requests, contracts, maintenance agreements, easement/license agreements, intergovernmental agreements, and memorandums of understanding on behalf of the District,

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 thirty-first day of January 2020.

Summer Moore

# AUTHORIZING THE FILING OF APPLICATIONS TO EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS FOR CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT FUNDS FOR RIDEFINDERS MARKETING AND OUTREACH

WHEREAS, the United States Secretary of Transportation is authorized to make grants for rideshare programs under the Congestion Mitigation and Air Quality Improvement Program (CMAQ) as defined by Moving Ahead for Progress in the 21st Century (MAP-21); and,

WHEREAS, the State of Illinois, Department of Transportation (IDOT) and State of Missouri, Department of Transportation (MoDOT) are responsible for administering CMAQ-funded projects in the greater St. Louis region on behalf of the United States Department of Transportation; and,

**WHEREAS**, the Madison County Mass Transit District has successfully operated the St. Louis regional rideshare program known as RideFinders since 1994; and

WHEREAS, carpooling, vanpooling, and public transit are vital mitigation measures undertaken by the St. Louis region in order to comply with the federal mandates to reduce air pollution; and,

WHEREAS, in order to continue and maintain the benefits of the RideFinders program, it is required that the Madison County Mass Transit District submit applications to East-West Gateway Council of Governments (EWGCG), the designated Metropolitan Planning Organization for the St. Louis region, in order to obtain one million five hundred thousand dollars (\$1,200,000) for the Missouri Program, and three hundred thousand (\$300,000) for the IL Program, of CMAQ grant funds for FY 2021-2023; and,

**WHEREAS**, as part of the application process with the EWGCG, the District is required to pay an application fee equal to one-half of one percent of the total Federal funds requested, which will be refunded if the application is not funded.

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

- Madison County Mass Transit District submit applications with the East-West Gateway Council of Governments in order to obtain one million five hundred thousand dollars (\$1,200,000) for the Missouri Program, and three hundred thousand (\$300,000) for the IL Program, of CMAQ grant funds for FY 2021-2023 for the St. Louis region's RideFinders Marketing and Outreach program.
- 2. Madison County Mass Transit District submit an application fee in the amount of seven thousand five hundred dollars (\$7,500.00) to East-West Gateway Council of Governments as required.
- 3. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and

all such further actions as are necessary and appropriate, including any and all change orders and/or amendments, on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

Ronald L. Jedda, Chairman

J. Kelly Schmidt

Christopher C. Guy

Allen P. Adomite

APPROVED as to Form:

I, Summer Moore, 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 Friday, January 31, 2020, 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. Madison County Mass Transit District submit applications with the East-West Gateway Council of Governments in order to obtain one million five hundred thousand dollars (\$1,200,000) for the Missouri Program, and three hundred thousand (\$300,000) for the IL Program, of CMAQ grant funds for FY 202 -2023 for the St. Louis region's RideFinders Marketing and Outreach program.
- 2. Madison County Mass Transit District submit an application fee in the amount of seven thousand five hundred dollars (\$7,500.00) to East-West Gateway Council of Governments as required.
- 3. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all change orders and/or amendments, on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

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 thirty-first day of January 2020.

# AUTHORIZING THE FILING OF APPLICATION WITH THE EAST-WEST GATEWAY COUNCIL OF GOVERNMENTS FOR CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT FUNDS FOR 40-FOOT TRANSIT BUSES

**WHEREAS**, the United States Secretary of Transportation is authorized to make grants for programs under the Congestion Mitigation and Air Quality (CMAQ) Improvement Program as defined by the Fixing America's Surface Transportation (FAST) Act; and,

**WHEREAS**, the State of Illinois, Department of Transportation (IDOT) and State of Missouri, Department of Transportation (MoDOT), are responsible for administering CMAQ-funded projects in the greater St. Louis region on behalf of the United States Department of Transportation; and,

WHEREAS, the Madison County Mass Transit District operates public mass transit service within Madison County, Illinois, and operates express commuter service which connects Madison County to downtown St. Louis, thereby reducing vehicle emissions and traffic congestion; and,

**WHEREAS**, the 40-foot heavy-duty, low floor, wheelchair accessible, clean diesel transit buses, which are operated by the Madison County Mass Transit District are nearing the end of their useful life expectancy; and,

**WHEREAS**, these buses provide vital transportation to employment centers, job training, medical centers, shopping venues, and other important locations for thousands of Madison County residents; and,

WHEREAS, it has been determined to be in the best interest of the District to submit an application to East West Gateway Council of Governments (EWGCG), the designated Metropolitan Planning Organization for the St. Louis region, in order to obtain the amount of two million, three hundred thousand dollars (\$2,300,000) of Illinois CMAQ grant funds to assist with the purchase of four (4) 40-foot transit buses; and.

**WHEREAS**, a grant for said funds will impose certain obligations upon the recipient, including the provision by it of the twenty percent (20%) local share of funds necessary to cover costs not covered by the grant; and,

**WHEREAS**, as part of the application process with the EWGCG, the District is required to pay an application fee equal to one-half of one percent of the total federal funds requested, which will be refunded if the application is not funded.

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

1. Madison County Mass Transit District submit an application with the East-West Gateway Council of Governments in order to obtain the amount of two million, three hundred thousand dollars (\$2,300,000) of Illinois CMAQ grant funds to assist with the purchase of four (4) 40-foot transit buses.

- 2. Madison County Mass Transit District submit an application fee in the amount of nine thousand two hundred dollars (\$9,200) to the East-West Gateway Council of Governments as required.
- 3. Upon approval of its application, the Madison County Mass Transit District shall increase its Assigned Fund Balance by an amount equivalent to twenty percent (20%) of the approved project cost.
- 4. Upon approval of its application, the Madison County Mass Transit District Capital Budget line item shall be increased by an amount equivalent to the approved project cost.
- 5. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

| Ronald L. Jedda, Ch                 | ldu<br>nairman                      |         |
|-------------------------------------|-------------------------------------|---------|
| J. Kelly Schmidt Christopher C. Guy | Andrew F. Economy  Allen P. Adomite | Economy |

APPROVED as to Form:

I, Summer Moore, 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 Friday, January 31, 2020, 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. Madison County Mass Transit District submit an application with the East-West Gateway Council of Governments in order to obtain the amount of two million, three hundred thousand dollars (\$2,300,000) of Illinois CMAQ grant funds to assist with the purchase of four (4) 40-foot transit buses.
- 2. Madison County Mass Transit District submit an application fee in the amount of nine thousand two hundred dollars (\$9,200) to the East-West Gateway Council of Governments as required.
- 3. Upon approval of its application, the Madison County Mass Transit District shall increase its Assigned Fund Balance by an amount equivalent to twenty percent (20%) of the approved project cost.
- 4. Upon approval of its application, the Madison County Mass Transit District Capital Budget line item shall be increased by an amount equivalent to the approved project cost.
- 5. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete, administer, and perform all obligations associated with the filing of said application and to execute, complete and perform all obligations associated with any resulting contracts, furnish such additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

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 thirty-first day of January 2020.

## AUTHORIZING INTERIM MANAGING DIRECTOR TO EXECUTE AGREEMENTS WITH THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES

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.) to foster an improved coordinated transportation system; and,

WHEREAS, the District passed a resolution on January 28, 1993, February 25, 1999, and again on April 27, 2006, to comply with 70 ILCS 3610/5(14) of the Local Mass Transit Act to acquire, develop, operate, and maintain bikeways and trails as a public service to benefit and offer recreational opportunities to the residents of and visitors to Madison County, Illinois; and,

WHEREAS, District was awarded BP 20-432 Nickel Plate Trail Improvements in the amount of two hundred thousand dollars (\$200,000), BP 20-433 Schoolhouse Trail/Pleasant Ridge Park Connector in the amount of one hundred eighty-five thousand dollars (\$185,000), and BP 20-434 Troy Trail extension in the amount of one hundred ninety-one thousand dollars (\$191,000) from Illinois Bicycle Path Grant Program funding assistance with the Illinois Department of Natural Resources.

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

1. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete and perform all obligations associated with any resulting contracts, furnish additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

**ADOPTED**, by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

| Ronald L. Jeedda, Ch | <u>du</u><br>airman |
|----------------------|---------------------|
| J Kelly Schmidt      | Andrew F. Economy   |
| Christopher C. Guy   | Allen P. Adomite    |

APPROVED as/to Form:

I, Summer Moore, 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 Friday, January 31, 2020, 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. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized to execute, complete and perform all obligations associated with any resulting contracts, furnish additional information as may reasonably be required in connection with the aforesaid actions, and to take any and all such further actions as are necessary and appropriate, including any and all amendments on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

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 thirty-first day of January 2020.

## ALLOWING ALL MADISON COUNTY, ILLINOIS STUDENTS IN GRADES K-12 TO RIDE THE MCT FIXED ROUTE SYSTEM FREE OF CHARGE WITH THE 2020 MCT SUMMER YOUTH PASS

WHEREAS, the Madison County Mass Transit District (MCT) is the provider of multi-modal transportation services for Madison County, Illinois, including the MCT Fixed Route bus system, the Runabout Paratransit service, the 137 miles of separated Class One bikeways known as the MCT Trails, and RideFinders, the St. Louis regional rideshare program; and,

**WHEREAS**, access to affordable transportation continues to create a burden on families and students attempting to get to employment opportunities, classes, commercial districts, medical centers, recreation areas and other life-sustaining trips; and,

**WHEREAS**, educating Madison County students about the importance of alternative transportation modes to a community and to an individual includes not only instructing students, but also providing them with an opportunity to experience public transportation firsthand; and,

**WHEREAS**, for the last twelve years, MCT has provided Madison County students in grades K-12 with unlimited boardings from Memorial Day to Labor Day on MCT Fixed Route buses through the MCT Summer Youth Pass (SYP) program; and,

**WHEREAS**, in 2019, MCT distributed 20,000 Summer Youth Passes to students at 60 schools and organizations, and since 2008, Summer Youth Pass riders have accounted for more than 570,000 boardings.

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

 The Madison County Mass Transit District issue free MCT Summer Youth Passes to the students of Madison County, Illinois, for unlimited rides on MCT Fixed Route buses from Memorial Day to Labor Day 2020.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

| Ronald L. Je  J. Kelly Schmidt | Andrew F. Economy |
|--------------------------------|-------------------|
| Christopher C. Guy             | Allen P. Adomite  |

APPROVED as to Form:

I, Summer Moore, 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 Friday, January 31, 2020, 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 Madison County Mass Transit District issue free MCT Summer Youth Passes to the students of Madison County, Illinois, for unlimited rides on MCT Fixed Route buses from Memorial Day to Labor Day 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 thirty-first day of January 2020.

## AUTHORIZING THE AWARD OF CONTRACT FOR TRANSIT BUS TIRES AND SERVICES

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, in accordance with the guidelines and regulations set forth, initiated a formal procurement for transit bus tires and associated tire services such as dismounting old tires, mounting new tires, valve stems, balancing, tire disposals, repairs and pick-up/delivery services. The resulting contract will have a base contract term of two-years with the option to extend the contract on an annual basis for three one-year periods; and,

WHEREAS, Best One Fleet Services of St. Louis, Missouri, submitted the lowest responsive and responsible evaluated bid in the amount of eighty-four thousand, six hundred eighty-eight dollars and fifty cents (\$84,688.50); and,

WHEREAS, due to the variations of tread depth offered by tire manufacturers, the evaluated bid price is the sum of calculated tire costs per 1/32" of tread depth plus service costs for the estimated quantity of tires over the contract's base term of two years plus three option years.

WHEREAS, a price analysis concluded the bid prices to be fair and reasonable; and,

WHEREAS, it has been determined to be in the best interest of the District to award a contract to Best One Fleet Services of St. Louis, Missouri, for the purchase of transit bus tires and associated tire services with an estimated two-year contract value of three hundred ten thousand, three hundred seventy-six dollars (\$310,376.00) and an estimated five-year contract value of eight hundred forty thousand, three hundred seventy-two dollars (\$840.372.00).

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

- 1. Madison County Mass Transit District award a contract to Best One Fleet Services of St. Louis, Missouri, for the purchase of transit bus tires and associated tire services for a two-year term with options to extend the contract on an annual basis for three additional one-year periods. The estimated two-year base contract value is three hundred ten thousand, three hundred seventy-six dollars (\$310,376.00) and the estimated sum for the three option periods is five hundred twenty-nine thousand, nine hundred ninety-six dollars (\$529,996.00) for the purchase of transit bus tires and associated tire services.
- 2. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

**ADOPTED** by the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

| Ronald L. Jedda, Chairman |                   |  |  |  |
|---------------------------|-------------------|--|--|--|
| J. Kelly Schmidt          | Andrew F. Economy |  |  |  |
| Christopher C. Guy        | Allen P. Adomite  |  |  |  |
| APPROVED as to Form:      |                   |  |  |  |



### Contract Award Recommendation

**To:** Board of Trustees

From: SJ Morrison, Interim Managing Director

**Project:** Transit Bus Tires & Services No. 20-1-14000

**Date:** January 24, 2020

An Invitation for Bids (IFB) was issued on January 9, 2020 seeking bids for the purchase of bus tires and associated tire services such as dismounting old tires, mounting new tires, valve stems, balancing, tire disposals, repairs and pick-up/delivery services. Tires will be used on heavy-duty 30-, 35- and 40-foot buses. The resulting contract will have a base contract term of two years with the District's option to extend the contract on an annual basis for three 1-year periods.

Bids were received from five companies. Three bids were deemed responsive. Two bids were found to be non-responsive; Best Drive only offered one of the two required tire sizes, and Mitchell Tire offered a tire that did not meet the minimum tire requirements.

Best One Fleet Services of St. Louis submitted the lowest responsive bid. A price analysis determined their offer to be fair and reasonable and a responsibility review concluded they have the capacity to successfully carry out the contract's requirements.

Recommendation is being made for a contract award to the lowest responsive and responsible bidder, Best One Fleet Services of St. Louis, with an estimated 5-year contract value of \$840,372.00.

| Bidder  | Evaluated Bid<br>Price * | Notes                |
|---|--------------------------|----------------------|
| Best One Fleet Services of St. Louis<br>St. Louis, MO | \$84,688.50              | Award recommendation |
| Raben Tire<br>St. Louis, MO                           | \$98,292.00              |                      |
| Pomp's Tire Service, Inc.<br>Dupo, IL                 | \$130,921.00             |                      |
| Best Drive<br>St. Louis, MO                           | \$73,649.00              | Non-responsive       |
| Mitchell Tire d/b/a Froesel Tire<br>St. Louis, MO     | \$93,381.00              | Non-responsive       |

<sup>\*</sup>Due to the variations of tread depth offered by tire manufacturers, the evaluated bid price is the sum of calculated tire costs per 1/32" of tread depth plus service costs for the estimated quantity of tires over the contract's base term of two years plus three option years. The amounts have been adjusted (as needed) to correct bidder's rounding errors and also accounts for special tire pricing, if offered for a limited time, which is better than current governmental price lists.

Funding assistance for this contract will be provided by IDOT Downstate Operating Assistance Program (DOAP) grant(s).

I, Summer Moore, 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 Friday, January 31, 2020, 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. Madison County Mass Transit District award a contract to Best One Fleet Services of St. Louis, Missouri, for the purchase of transit bus tires and associated tire services for a two-year term with options to extend the contract on an annual basis for three additional one-year periods. The estimated two-year base contract value is three hundred ten thousand, three hundred seventy-six dollars (\$310,376.00) and the estimated sum for the three option periods is five hundred twenty-nine thousand, nine hundred ninety-six dollars (\$529,996.00) for the purchase of transit bus tires and associated tire services.
- 2. Ronald L. Jedda, Chairman, J. Kelly Schmidt, Vice Chairman, and/or SJ Morrison, Interim Managing Director, of the Madison County Mass Transit District, are hereby authorized and directed to take all action necessary to execute, complete, and perform all obligations associated with the contract, including any and all change orders on behalf of and in a manner most beneficial to the Madison County Mass Transit District.

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 thirty-first day of January 2020.

Summer Macu

#### **AUTHORIZING THE RELEASE OF CERTAIN EXECUTIVE SESSION MINUTES**

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 Board of Trustees of the Madison County Mass Transit District have met from time to time in closed session for purposes authorized by the Illinois Open Meetings Act (5 ILCS 120/1 et. seq.); and,

WHEREAS, Section 2.06 of the Illinois Open Meetings Act (5 ILCS 120/1 et. seq.) requires the District to review minutes of all closed meetings and to make a determination and report in open session that (1) the minutes or portions thereof no longer require confidential treatment and are available for public inspection or (2) the need for confidentiality still exists as to all or part of those minutes.

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

- 1. Pursuant to the Illinois Open Meetings Act, the Board of Trustees has reviewed the previous closed session minutes, that the following minutes or portions thereof as described in <a href="Attachment A">Attachment A</a> are hereby approved, and that the minutes no longer require confidential treatment and shall be available for public inspection.
- 2. Pursuant to the Illinois Open Meeting Act, the Board of Trustees has reviewed the previous closed session minutes, that the following minutes or portions thereof as described in <a href="Attachment B">Attachment B</a> are hereby approved, the Board finds that the need for confidentially still exists, and that the minutes shall remain confidential.
- 3. Pursuant to the Illinois Open Meetings Act, the Board of Trustees approves of and directs the destruction of all verbatim records of all meetings with the notation "complete release" as described in <u>Attachment A.</u>

**ADOPTED**, by the Board of Trustees of the Madison County Mass Transit District, Madison County, Illinois, on this thirty-first day of January 2020.

Ronald L. Jedda, Chairman

J. Kelly Schmidt

Christopher C. Guy

Ronald L. Jedda, Chairman

Andrew F. Economy

Allen P. Adomite

APPROVED as to Form:

#### Attachment A

The following Executive Session Minutes or portions thereof are hereby approved and no longer require confidential treatment and shall be available for public inspection.

December 22, 2016 (item III) January 26, 2017 February 23, 2017 (item II) April 27, 2017 (item II) June 29, 2017 (item III) July 27, 2017 (item II) August 31, 2017 (item II) October 26, 2017 (item II) November 30, 2017 (item II) January 25, 2018 (item II) May 31, 2018 (item II) August 30, 2018 (item I, III) January 31, 2019 (item I) July 25, 2019 (item I, II) August 29, 2019 (item I) September 26, 2019 (item I) October 31, 2019 (item I, III)

November 21, 2019 (item I)

#### Attachment B

The need for confidentially still exists as to all or part of the following Executive Session Minutes and that the following minutes or portions thereof shall remain closed.

April 24, 2008 (item VII) January 27, 2011 (item III, IV) February 24, 2011 (item II, III) May 26, 2011 (item IV) June 21, 2011 (item VI) July 28, 2011 (item II) August 25, 2011 (item II) September 29, 2011 (item I) October 27, 2011 (item III) November 17, 2011 (item II) February 23, 2012 (item IV) May 31, 2012 (item III) June 28, 2012 (item I) July 26, 2012 (item I) September 27, 2012 (item IV) October 25, 2012 (item III) March 28, 2013 (item III) April 25, 2013 (item IV) January 30, 2014 (item I) February 27, 2014 March 27, 2014 (item I) May 29, 2014 (item II) June 26, 2014 (item II) July 31, 2014 (item II) August 28, 2014 (item III) October 30, 2014 (item III) March 26, 2015 (item I) May 28, 2015 (item II) January 28, 2016 (item III) September 29, 2016 November 17, 2016 (item II) December 22, 2016 (item IV, V) February 23, 2017 (item III) April 27, 2017 (item III) June 29, 2017 (item II) July 27, 2017 (item I)

August 31, 2017 (item I)

October 26, 2017 (item I) November 30, 2017 (item I)

September 28, 2017 (item I, II)

December 21, 2017 January 25, 2018 (item III) May 31, 2018 (item I, III, IV, V, VI) August 30, 2018 (item II) September 27, 2018 October 25, 2018 November 29, 2018 December 20, 2018 January 31, 2019 (item II) March 4, 2019 April 25, 2019 July 25, 2019 (item III, IV, V) August 29, 2019 (item II, III, IV, V) September 26, 2019 (item II, III, IV) October 31, 2019 (item II) November 21, 2019 (item II, III, IV, V) December 19, 2019 January 7, 2020

I, Summer Moore, 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 Friday, January 31, 2020, 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. Pursuant to the Illinois Open Meetings Act, the Board of Trustees has reviewed the previous closed session minutes, that the following minutes or portions thereof as described in <a href="Attachment A">Attachment A</a> are hereby approved, and that the minutes no longer require confidential treatment and shall be available for public inspection.
- 2. Pursuant to the Illinois Open Meeting Act, the Board of Trustees has reviewed the previous closed session minutes, that the following minutes or portions thereof as described in <a href="Attachment B">Attachment B</a> are hereby approved, the Board finds that the need for confidentially still exists, and that the minutes shall remain confidential.
- 3. Pursuant to the Illinois Open Meetings Act, the Board of Trustees approves of and directs the destruction of all verbatim records of all meetings with the notation "complete release" as described in <u>Attachment A.</u>

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 thirty-first day of January 2020.