

**Regional Transit Authority
Board Meeting Minutes**

**Wednesday, January 5, 2011
9:30 am**

**ECIA
7600 Commerce Park**

RTA Board Members

Delaware County Supervisors

Shirley Helmrichs
RTA Vice-Chair

Jeff Madlom

Jerry Ries

Dubuque County Supervisors

Wayne Demmer
RTA Chair

Eric Manternach

Daryl Klein

Jackson County Supervisors

Steve Flynn

Larry "Buck" Koos
RTA Secretary/Treasurer

Jack Willey

Others Present:

ECIA Staff:

Mark Munson
RTA Director

Kelley Deutmeyer
ECIA Executive Director

Lisa Weinhold
ECIA Finance Director

Gail Kuhle
Support Services Manager

Bridget Bartlett
Mobility Coordinator

A quorum was present.

Call to Order

The Wednesday, January 5, 2011 Regional Transit Authority (RTA) Board meeting was called to order at 11:06 a.m. by Chair, Wayne Demmer.

Action on the Agenda for the Wednesday, January 5, 2011 RTA Board meeting

Motion by Manternach, second by Willey to approve the Agenda for the Wednesday, January 5, 2011 RTA Board meeting. The motion passed unanimously.

Action on the Minutes for the Wednesday, November 10, 2010 RTA Board meeting

Motion by Koos, second by Madlom to approve the minutes of the Wednesday, November 10, 2010 RTA Board meeting. Motion passed unanimously.

Review and approve financials

Munson presented the financials for July 1, 2010 through November 30, 2010. He noted the ending balance for November was \$12,898 with a year to date ending balance of \$39,500. He highlighted the slight increase in State Transit Assistance (STA). He contributed the increase to an increase auto sales. Munson then noted the West End Tripper revenue that has been added to the budget. Munson continued with reviewing the November expenses, noting that the Administrative Overhead is under budget due to the fact that Keyline has not filled the Operation Supervisor position that was to be shared with the RTA. Munson also noted that line item, Education/Conferences, was over budgeted but funds would be reimbursed for training to the RTA through IPT fellowship grants.

Motion by Willey, second by Flynn to approve the financials for July 1, 2010 through November 30, 2010. The motion passed unanimously.

Discussion followed.

Weinhold reviewed the Statement of Assets and Liabilities as of October 31 2010.

Discussion was held regarding the outstanding Amoco Loan. Munson stated that he has not heard from the Director of Public Transit regarding his request to reduce or eliminate the last two

payments to Routematch for their routing software. Munson indicated that the RTA will discontinue using Routematch as soon as the training for the CTS software has been completed.

Motion by Willey, second by Koos to approve the Statement of Assets and Liabilities through October 31, 2010. The motion passed unanimously.

Review and Approve invoices and bills

Munson reviewed the bills and invoices for September 1, 2010 through November 30, 2010. Munson reported that there were no unusual expenditures for September, October or November 2010.

Motion by Koos, second by Madlom to approve the September 1, 2010 through November 30, 2010, invoices and bills. The motion passed unanimously.

Discussion regarding Joint Scenic Valley Board meeting

Munson reviewed the information that he would be presenting to the Scenic Valley Board of Directors on Wednesday, January 27 at 3:00 at Fountain Park. He said the he would like to emphasize the steady decline in ridership over the past three years. Since 2007, ridership in Delaware County has declined 40%, 85% in Dubuque County and 33% in Jackson County for an overall decline of 35%. Munson indicated that he would also like to discuss significant events and possible future strategies. Under future strategies, he would like to discuss the possibility of promoting recreational trips for the elderly and increasing volunteer driver services for more flexibility and simpler access to the services. Munson said another simple solution for ticket sales would be to sell ride tickets to SVAAA at \$3.00 per ride; SVAAA could then distribute the tickets similar to the way they do with Keyline tickets. This would eliminate paper work for the RTA and SVAAA as well as reducing the cost of the ticket from \$4.00 to \$3.00.

Munson then reviewed the SVAAA Contract Performance summary for FY2006-FY2010. He highlighted Dubuque County noting that in FY 2006 there were 108 rides, FY 2007-130 rides, FY 2008-120 rides and in FY 2009 81 rides while in FY 2010 only 17 rides were given to the elderly. Munson stressed the need for SVAAA and the RTA to work together to provide rides to the elderly. He said he doesn't know the reason for the decline but believes that there is a need for the rides and hopefully SVAAA can help make the connection.

Discussion followed.

It was suggested to provide SVAAA Board with the SVAAA Contract Performance Contract Summary Data worksheet for FY 2006-FY 2010, noting the rides, miles and hours as well as the powerpoint worksheet. It was recommended that a column which notes elderly population by county and who is eligible for service through SVAAA by county be added to the Summary Data worksheet.

Discussion followed.

Other Business

Next meeting

Munson stated that there would probably be no February meeting unless something would develop; therefore the next meeting will be held on Wednesday, March 2, 2011.

Adjournment

Motion by Koos, second by Madlom to adjourn the Wednesday, January 5, 2011 RTA Board of Directors meeting. The motion passed unanimously.

The RTA January 5, 2011 meeting adjourned at 10:26 a.m.

Respectfully submitted by,

Mark Munson
Director of Transit Operations