

Regional Transit Authority Board Meeting Minutes

Wednesday, October 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

Steve Flynn

Larry "Buck" Koos
RTA Secretary/Treasurer

Jack Willey

Others Present: **No others were present.**

ECIA Staff:

Mark Munson
RTA Director

Kelley Deutmeyer
ECIA Executive Director

Lisa Weinhold
ECIA Finance Director

Stacey Carpenter
Administrative Assistant

Bridget Bartlett
Mobility Coordinator

A quorum was present.

Call to Order

The Regional Transit Authority (RTA) Board meeting was called to order by the RTA Chair, Wayne Demmer, at 9:30 a.m.

Approval of the Agenda

Motion by Madlom, second by Klein approve the Wednesday, October 5, 2011 Regional Transit Authority (RTA) Agenda. The motion passed unanimously.

Review/Approve Financials

Munson presented the RTA financials for July 1, 2011-July 31, 2011. He stated there are two significant items that are affecting the revenue at present. The first is JARC which Munson is waiting for the DOT to provide the RTA a contract to sign so he can begin drawing down from that. The other item is Operation New View school service which will begin September. Munson further explained July was also a three pay period month for the drivers. He continued noting under Operations that the CTS Support Fee should be \$6,000 instead of \$1,200. This is an error he will have corrected in the budget. Munson further stated there was a \$5,000 vehicle maintenance expense that was unexpected.

Munson then reviewed the Statement of Assets and Liabilities as of July 31, 2011. Demmer questioned how many more installments are due on the Amoco Loan. Munson stated he believed there was one more installment.

Motion by Koos, second by Helmricks to approve the financials for July 1, 2011 thru July 31, 2011. The motion passed unanimously.

Review and Approve Invoices and Bills from August 1, 2011 through August 31, 2011

Munson reviewed the invoices and bills from 8/1/2011 through 8/31/11. He indicated the expenditure to Brimeyer Auto Body of \$5,051.15 was for damages to a bus. Munson stated an insurance claim has been filed for this. Munson stated the expenditure to Daryl's Mobile Service in Maquoketa for \$5902.14 was for repairs on a bus that Munson wasn't aware was going to cost that much to repair. Koos recommending using Clarks in Bellevue for vehicle maintenance. Koos stated Clarks provides maintenance work for the sheriffs department and county vehicles and is highly recommended.

Discussion followed.

Motion by Koos, second by Helmricks to approve the invoices and bills from 8/1/2011 through 8/31/2011. The motion passed unanimously.

Review MR Waiver Rate Scenarios

Munson stated at the last Board meeting the Board requested that Munson provide an analysis showing what options the Board could explore getting the rates the same in each of the counties without causing any harm to the budget. With the help of the finance department, Munson was able to put together this analysis. Munson continued explaining the chart which shows revised rates for each of the three counties and what

they would do to the RTA's budget. Munson stated a large amount of additional revenue for the RTA budget comes from a Job Access Grant. Munson continued explaining that the RTA has received this grant annually but it's a grant the DOT may decide to award someplace else at any time or funding may become unavailable. Munson suggests weaning away from this grant so if it should become unavailable, the RTA would not have to worry about reducing service but could rely on the MR Waiver Rate. Typically the grant runs around \$100,000 per year.

Discussion followed.

Koos suggested before the next meeting, the other Board members consider revising the MR Waiver Rate for each county to \$6.50 per ride. This would raise the Dubuque rate \$1.00 but with the cost of everything going higher, it would be appropriate.

The Board requested for Munson to bring more information regarding the MR Waiver Rates to the next meeting for further discussion.

Update and Discuss Preston Service Issues

Munson updated the Board on the Preston bus issues. Munson stated that he was hoping as the school year went on the existing issues with the Preston busing would work itself out. Munson continued stating that there was a large number of families that choose instead of redistricting to open enroll their children at Preston. Munson has heard from the Preston superintendent that approximately 130 students are open enrolled. This has had a significant effect on Northeast and East Central Community Schools. Munson continued stating he isn't sure what all went on before the RTA was involved in providing rides to these students but he feels there were some very bitter and hard feelings involved with the process of redistricting. Munson stated a lot of misunderstanding exists between the school systems rules and the RTA rules. The RTA is regulated differently, the school system feels the RTA should have stop arms, flashing lights and doing things the state prohibits the RTA from doing. Munson continued stating the RTA has been inspected by many different offices and inspectors and they are all very satisfied with how the RTA operates.

Munson continued stating that the RTA is now being targeted by the other school districts and there have been threats. Munson stated he was told by a new driver who had heard from several people that the RTA buses are going to be driven off the road. At this point Munson had contacted the RTA attorney and has met with the Jackson County Sheriffs department, the Preston chief of police and the Sabula chief of police regarding these threats. Munson stated he isn't sure where the authorities are at with this investigation, but he feels the authorities are taking this seriously. Munson presented to the Board letters he had the RTA attorney write and send to the Superintendents of both the Northeast and East Central Community School Districts.

Munson further stated that funding can become a problem for providing these rides. Financially the school system is going to have to raise more money if they want to keep using the RTA for the school route. Munson continued stating at this point if the RTA continues to provide this service, the RTA could be running a \$28,000-\$30,000 deficit by the end of the year.

Discussion followed.

Koos proceeded to explain more about the redistricting problem. Koos hopes the RTA can continue providing the bus service for these students through the school year. Koos stated he hears all the time from these families and they think the world of the RTA and the service it provides. Koos continued stating he will contact the Sheriff's department after this meeting and hear what they feel is happening.

Munson explained he has meet with Jim Cox, Superintendent of Northeast and Neil Gray, Superintendent of East Central Schools at the beginning of summer and explained how the RTA operates and what to expect from the service. Munson stated for some reason there is still a lot of misinformation out their regarding the RTA service. Munson feels it might be best to contact the Telegraph Herald and see if they would cover a story about the RTA service to clarify this misinformation.

Discussion followed.

The Board requested for Munson to meet with the representatives of the families using the RTA regarding payment for this service. The Board further stated since the service is going to continue, Munson also needs to make sure the drivers and students are safe. Should anything happen regarding these threats, the Board would like to be notified immediately.

Other Business

Recommendation to Terminate bus Lease with the Jule

Munson explained some time ago the RTA purchased two buses and then leased them to City of Dubuque. Shortly after this the City of Dubuque was successful in getting a large State of Good Repair grant to replace their entire fleet and they no longer need the two buses. Munson continued stating the state indicated they did not feel it necessary for the RTA to continue leasing vehicles to The Jule. Failure on the part of the RTA to terminate the lease would result in penalties on future funding of bus replacements.

Discussion followed.

Munson continued stating that The Jule repainted the buses and applied bus wraps advertising Dubuque Bank and Trust (DB & T) and that DB & T wants them removed as they want to keep their marketing within the City of Dubuque. Koos stated he would like for Munson to look into having The Jule pay 50% of removing the bus wraps and repainting the buses.

Motion by Koos, second by Madlom to approve to terminate the bus lease with The Jule. The motion passed unanimously.

Adjournment

A motion by Ries, second by Klein to adjourn the Wednesday, October 5, 2011 Board of Directors meeting. The motion passed unanimously. The meeting was adjourned at 10:50 a.m.

Respectfully submitted by,

Mark Munson
Director of Transit Operations