

Call to Order

The Wednesday, November 6, 2024, Regional Transit Authority (RTA) Board meeting was called to order at 9:00 a.m. by Chair Kenniker.

Action on the Agenda for the Wednesday, December 4., 2024, RTA Board meeting

Motion by Helmricks, second by Madlom to approve the Wednesday, December 4, 2024, RTA Agenda. The motion passed unanimously.

Discuss the RTA vanpool program

Fox began discussion of the vanpool program and noted beginning last year RTA entered a contract with Enterprise to operate up to 2 vanpool programs in the area. The cost per vanpool was \$500 per month for the RTA. Under the contract, Enterprise provides a passenger vehicle, marketing for the program, verifies the eligibility of the drivers for the program, executes the agreements with the drivers and riders using the program, handle vehicle service and maintenance, and the vehicles used are covered by Enterprise's insurance. The original agreement was for three years, it has now changed to a 1-year time period and is due to expire in February. Going forward, an RFP will be provided to continue moving forward with the vanpool program.

Ravada discussed the program by providing details on ridership, mileage, number of trips, and number of operation days to demonstrate impact of the University of Dubuque utilizing the vanpool program. Ravada provided minimum and maximum estimates for vanpool program revenues. The minimum estimated impact of new funding to the RTA is \$9,686 and the maximum estimated new funding to RTA is \$178,396.

Discussion followed.

Hockenberry noted the contract with U.D. is unique and having an 'early-adopter' will make a difference because other entities will follow suit.

Clarifications were made to board members regarding insurance coverage, vehicle usage, and vetting employees using Motor Vehicle Records. Krueger from Enterprise mentioned they have 43 vans operating in Iowa and have agreements with 10 different entities across the state which covers 66 of the 99 counties in Iowa.

Review and Approve the release of the RFP for the vanpool program

Fox noted the timeline for the RFP stating if approved an RFP will be released. Bids are due by January 6, 2024 and recommendations will be provided to the board at the February meeting. Staff would like a signed contract so the program could begin at the beginning of March. Fox noted an extension of the contract will be needed to bridge the gap between February and March.

Discussion followed,

Ravada answered questions from board members and noted that the revenue generated from the vanpool program will be used to essentially provide free-rides for those ages 15 and under and reduced cost for regular riders. Ravada stated due to COVID funds received the RTA was able to provide low-cost rides for the community, and with fund received from the vanpool program, the RTA will be able to continue providing low-cost rides.

Motion by Steines, second by McDonough to approve the release of the RFP for the vanpool program. Motion passed unanimously.

Discuss the RTA service from Sunnycrest Manor rides to Cozy Corner Adult Day Care Services

Scott noted the service started between providing rides from Sunnycrest to Cozy Corner within a couple of days upon request. Scott noted that unfortunately the RTA lost one of their drivers due to medical and is out longer than anticipated. Scott stated the struggle for acquiring more drivers and obtaining current coverage is difficult due to this. Scott noted that she did reach out to Sunnycrest and asked if RTA could reevaluate the service at the beginning of 2025. Kuhle noted that more drivers are needed in order to grow the business and the difficult balance needed to continue ridership and staffing. McDonough expressed gratitude for the work RTA does with Sunnycrest.

Other Business

Pete Buschmann's years of service and retirement was acknowledged by the RTA staff.

Adjournment

Motion by Schwenker, second by Flagel to adjourn the meeting at 9:39 a.m. The motion passed unanimously.

Respectfully submitted by,

Chandra Ravada
Director of Transportation, Planning, and Transit Services
ECIA

