

Siouxland Regional Transit System (SRTS)
Board of Directors Meeting

Minutes of the Thursday, April 17, 2008 Meeting

10:00 a.m.

1122 Pierce Street, Sioux City, Iowa

MEMBERS PRESENT:

Jeff Simonsen, Chair	Cherokee County
Mark Monson, Vice Chair	Woodbury County
Allen Hilker	Ida County
Les Nordaker	Monona County
Don Kass	Plymouth County

STAFF:

Sandy Langel	Transit Director
Dwight Lang	Co-Executive Director
Sharon Burton	Secretary

I. **Approval of the Agenda:** Chair Jeff Simonsen called the meeting to order at 10:00 a.m. *Allen Hilker moved to approve the agenda as presented, seconded by Don Kass. Motion carried.*

II. **Approval of the Minutes:** Chair Jeff Simonsen presented the minutes of the February 21, 2008 regular meeting for approval. *Allen Hilker moved to approve the minutes as presented, seconded by Mark Monson. Motion carried.*

III. **Review Correspondence:** Sandy Langel reported she will be advertising for part-time drivers in Ida and Cherokee counties, and for a substitute driver in Monona County.

a. **Driver's Safety:** Sandy Langel reported no accidents have occurred since the February meeting.

IV. **Financial Reports-February 29, 2008:**

Operating Statement: January and February revenues totaled \$303,763.33 for a year to date total of \$1,180,196.20. He noted the fiscal year is eight months or 67% complete. The Federal Transit Administration (FTA) assistance budgeted at \$264,652 will be \$319,819 for the fiscal year. The largest revenue item, contract income, is under budget at \$427,615.64 (63.31%). Waiver revenue is included in contract income, and staff continues to encourage all counties to utilize this program. Curb paratransit service provided through a contract with the city of Sioux City is under budget at \$208,240.03 (59.87%).

January and February expenditures totaled \$291,524.32 for a year to date total of \$1,140,137.78. Salaries and wages are under budget at \$533,671.69 (65.16%). Due to relocation costs, purchased services exceeded budget at \$3,785.81 (145.61%) and office supplies at \$2,645.08 (176.34%). Fuel was budgeted at an average pump price of

\$3.40 and is under budget at \$170,870 (56.39%). That might not be the case by year-end at the rate fuel costs are increasing.

Total revenues over expenditures for January and February were \$12,239.01 for a balance of \$40,058.42 as of February 29, 2008. This activity brings the operating fund balance to \$124,655.54.

The capital fund balance is \$35,656.08 as of March 31, 2008. One new vehicle was scheduled to be purchased with STP funds this fiscal year; however, due to timing of the agreement and the date of purchase, it will be recorded in the FY 2009 financial statements. Dispatching software has been upgraded to windows, a new computer purchased, and five office chairs and a desk replaced.

Sandy Langel reported governmental agencies can obtain insurance through the Iowa Communities Assurance Pool (ICAP). Coverage is open to transits but they have to be set up as an Iowa Code 28E organization. SRTS is a non-profit corporation. She noted a price quote was requested to determine whether there would be enough cost savings in meeting 28E requirements. Discussion followed. It was questioned whether this organizational modification would change the liability status of each county involved in the 28E, particularly if county premiums would increase due to vehicle accidents.

Mark Monson moved to approve the February 29, 2008 financial reports as presented, seconded by Don Kass. Motion carried.

V. FY 2009 Budget: Dwight Lang reported total revenues and expenditures are budgeted at \$1,948,456 which is an increase of \$15,792 from FY 2008. FTA has estimated a funding allocation of \$276,028 and State Transit Administration (STA) \$244,126. He noted 20% of FTA funding has to be used for capital purchases. Contract income was increased by approximately 5%. Ms. Langel discussed how waiver rates differ in each county and noted Woodbury County is the highest at \$9.00 per ride. Fuel is budgeted at \$345,000 which is a \$35,000 increase. Mr. Lang noted contracts include a provision for raising rates based upon increased fuel costs. Vehicle insurance is projected at \$200,000, a decrease of \$80,000. Office building expenses shared with SIMPCO such as utilities, maintenance and supplies is budgeted at \$12,000. Racom incorporates an annual 5% increase for radio rental. Discussion followed on whether it would be cost effective to switch to cell phones. Budgeted employee increases include a \$0.25 increase for drivers and 3% for office staff. ***Mark Monson moved to approve the FY 2009 budget as presented, seconded by Don Kass. Motion carried.***

VI. Consolidated Application: Dwight Lang reported the deadline for submittal of the FY 2009 Consolidated Transit Funding application through the Iowa DOT is May 1, 2008. He reviewed the breakdown included in the meeting packet of FY 2009 formula allocations for the 5310/5311 program and STA. Discussion followed on ridership, mileage and how these numbers affect state and federal funding formulas. ***Les Nordaker moved to authorize the chair as signatory of the FY 2009 Consolidated Transit Funding application, seconded by Mark Monson. Motion carried.***

Sandy Langel reported since Merville residents no longer have a local grocery store due to a recent fire, she contacted city officials to discuss providing transportation assistance. She explained a SRTS driver lives in Kingsley and he could come through Merville daily to provide transportation to Sioux City to purchase groceries. Special rates would be offered with a minimum group of eight required. It was suggested also offering transportation services to the grocery store in Kingsley. Discussion followed.

VII. County-by-County Operations Report-February 29, 2008: Sandy Langel presented an eight month comparison of client fares, billed charges and total revenues for each county. Although client fares in Cherokee, Ida, Monona and Woodbury counties show a slight decrease; this was offset by an increase in billed charges. Both client fares and billed charges continue to increase in Plymouth County. She reported an increase in total revenues of 3.55%.

Passenger counts increased in Cherokee, Plymouth and Woodbury counties while numbers were down slightly in Ida and Monona. An increase will be seen in Monona County ridership now that Crossroads has restarted a route, and services are being provided to Head Start. She noted Woodbury County's passenger count is improving because the Siouxland Aging Services program is currently being used more than paratransit services. Ridership with the Siouxland Aging Services program can be counted with SRTS statistics while paratransit numbers are counted by Sioux City Transit.

The hours of service in Le Mars will be extended one hour on a trial basis; from 5:00 p.m. to 6:00 p.m.

Mark Monson moved to approve the February 29, 2008 County-by-County Operations report as present, seconded by Don Kass. Motion carried.

VIII. Building Report/Update: Dwight Lang reported notification was received from the Sioux City Assessor's Office stating real estate property tax exemption was approved as of January 1, 2008 taxes payable fiscal year 2009/2010. When the next tax statement is received a tax abatement request will be made to the Woodbury County Board of Supervisors for the 10 month period of September 5, 2007 to June 30, 2008 payable in September 2008 and March 2009.

He reported building improvements have exceeded budget by \$9,636.67, SRTS share is \$2,165.02 and SIMPCO share is \$7,471.65.

Due to time constraints, this agenda item will be included on the June 19, 2008 meeting agenda.

IX. Adjournment: The meeting adjourned at 11:00 a.m.