

**10-15 TRANSIT BOARD
MINUTES
February 26, 2009**

Present: Jody McDanel Lawrence Rouw Don Greenlee
 Michael Beary Ernie Greiner Lee Dimmitt
 Janet Fife- LaFrenz Dennis Smith Bill Randolph

Absent: Dale Taylor Greg Kenning

Others: Pam Ward Brenda Stevens

Guests: Chris Kukla, Area XV RPC

AGENDA: Greenlee reviewed the agenda, and the agenda was approved as presented.

MINUTES The minutes from the meeting of January 29, 2009 were presented. Following review, Greiner moved and Randolph seconded a motion to approve the minutes as presented. Motion carried.

EXPENSES

Expenses for the Month of January were presented in the amount of \$34,711.13.

Following a review, Greiner moved and Rouw seconded a motion to acknowledge and file the expenses. Motion carried.

REVENUE/EXPENSE REPORT

Pam presented the reports January for 10-15 and Lee County accounts.

Pam noted that Lee County revenue was up \$39,856 from a year ago. Expenses are up \$19,030. The biggest increases are wages and fuel.

Pam noted that 10-15 revenue was up \$192,526 from a year ago. Expenses are up \$34,833. The biggest increases are wages and fuel declined somewhat.

Greiner asked if Pam had any concerns about finishing on budget. Pam stated that the revenues should fully cover the expenses. She also noted that some expenses will soon be transferred to New Freedom and Coordination funding.

No action was taken.

RIDERSHIP REPORT

Pam noted that there were 22,803 rides provided in January compared to 24,622 in January last year. Mileage was down about 7,000 miles, and hours were down about 660 hours.

Pam explained the differences in number of days of service and explained how the board can determine this based on their own review.

Following review and discussion, the report was accepted as presented.

STATUS REPORT

Drivers and Cleaners

Pam updated the Board on the upcoming jobs and replacement staff. No action was taken.

Building Expansion

At this writing, the carpenters from Grooms and Company have completed their work. The quality has been exemplary as has been their diligence in sticking with the project. The plumber has completed the installation of the boiler for the in-floor heating system.

The electrician has completed the lighting and receptacles.

At this writing, the tiling has been completed and the grouting is about half complete. The projected completion date is March 1 or before. In addition, the IT and phone jacks will be completed by that same time.

On March 2, the OSE crew will arrive to deliver the new office furniture for Tom and Brenda's offices. In addition, they will assemble and reconfigure the dispatchers work stations. The rest of the week of March 2 will be spent assembling the remainder of the space.

The last steps will be installation of the carpet and assembling the Board room.

No action is needed at this time.

Service Expansion

New service has been initiated on February 5 for the Salvation Army's youth group. We have been able to serve about 25 to 30 at this time, but expect the number to grow as the weather becomes nicer and the service availability becomes more publicized.

Staff from Crest Services has met with Transit staff and are in the process of promoting the services of Transit among their clients. This may grow into additional ridership with time. There are several key group events that are going to be scheduled routinely.

No action is needed at this time.

Appreciation Dinner

Plans are being finalized and invitations are ready for mailing. The dinner will begin with social hour at 6:45 and dinner at 7:15 on Tuesday, April 7. The dinner will be held at the Knights of Columbus. The menu will be a choice of ribeye, chicken breast or pork chop. The meal will include salad, potato, roll and coffee. We will provide the dessert. MARK YOUR CALENDARS AND PLAN ON COMING! Invitations will be sent out soon.

New Medicaid Billing Policy

Pam briefly reviewed the new Medicaid billing rules that she has been made aware of recently. Pam explained some of the analysis and research she has been performing on the current services that remain unpaid. She also addressed some of the challenges as it relates to others not covered under Medicaid.

There is more information being sought from Iowa Medicaid Enterprises (IME). The staff was not prepared to make a recommendation for change, but will proceed with a recommendation to the Board in the March meeting based on a complete analysis.

PLANNING PROCESS

As reported last month, we have taken a look at the Transit Element of the STIP and the vehicles listed for FY 2010 through 2013. Following is a summary:

- There are a total of \$3,285,600 in vehicles planned for replacement in these 4 years using federal transit capital and Surface Transportation Program funds. The funding source for all of these has been changed to Stimulus funding.
- There are 23 10-15 Transit buses listed for a value of \$1,656,000. These are the upgraded low-floor buses we discussed about 2 months ago.
- There are 9 City buses listed for a value of \$1,530,000. These are the upgraded low-floor medium duty buses we discussed about 2 months ago.
- There are 3 OTA LIFT minivans listed for a value of \$99,600. These are similar to those in current operation.

We have been advised by Iowa DOT that these projects have all been reviewed by the PTMS Committee. (PTMS stands for Public Transit Management System.) This committee is charged with review of all projects that are submitted for funding including rolling and non-rolling stock. Using policies recommended by the PTMS Committee to Iowa DOT, projects are given thumbs up or thumbs down.

A key element in the projects that are rolling stock is their statewide ranking. Every vehicle in the state is entered into a statewide inventory. The vehicles begin accumulating points based on their age (both procurement age and months in service) coupled with mileage.

Annually, vehicles are required to accumulate at least 10,000. The committee has recently noted problems with some of the programmed vehicles being able to hit that mark. Systems have been required to provide justifications. Given the justification, the vehicle may then be programmed for replacement or the systems may be notified that they must repair and continue to use the vehicle.

It is a pleasure to report that Ottumwa or Region 15 had any vehicles in this category. The vehicles requested for replacement for both OTA and 10-15 Transit are on the replacement schedule, with the exception of the OTA LIFT vans. These vehicles can be replaced using the projected STIM funding.

At this writing, we do not have firm dates as to when we may be awarded contracts, but we are in preparation for the next steps. We are working with our maintenance staff and Iowa DOT to configure specifications for the next vehicle procurement. This should put us in a good position when the contracts are released or prior to that with Iowa DOT guidance.

For Ottumwa, a new low-floor bus is being explored. Pam was able to couple a visit to the Eldorado bus factory in California while attending the ICAP Board training session. Photos of this visit will be shared at the meeting.

No action is required at this time.

Legislative Activities

Tom Jones participated in the IPTA Legislative Conference. Six of our area legislators visited with Tom. It was a good opportunity to share our recent events and remind them of how important Transit is to our area residents.

Recently, Senator Rielly has been contacted about the importance of RIIF funds to Transit for infrastructure development and bus replacement.

Plans are being firmed up for Pam's trip to the CTAA/APTA Legislative Conference in Washington DC. Appointments have scheduled with all the Iowa delegates.

Janet Fife- LaFrenz recommended the staff present the Medicaid challenge as well on this Legislative Conference.

No action is needed at this time.

PROGRESSIVE MAINTENANCE REPORT

There were no questions on the January report.

NEXT MEETING

The next meeting was schedule for Thursday, March 26, 2009 at 10:15 a. m. at the Transit Conference Room.

ADJOURNMENT With no further business to conduct, the meeting was adjourned at 11:10 am.

Don Greenlee, Chairman

Michael Beary, Vice Chairman

Ernie Greiner, Secretary