

**10-15 TRANSIT BOARD
MINUTES
June 26, 2008**

Present: Bob Woodruff Lawrence Rouw Greg Kenning
 Bill Randolph Ernie Greiner Cathy Reece
 Dale Taylor Don Greenlee Mike Pech

Absent: Jody McDanel Michael Beary

Others: Pam Ward Ed Mosbey

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 May 29, 2008 were presented. Following review, Greiner moved and Kenning seconded a motion to approve the minutes as presented. Motion carried.

EXPENSES

Expenses for the Month of May were presented in the amount of \$109,729.73.

There was a question about camera installation. Pam reported that due to the flooding, the schedule had gotten changed around.

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

REVENUE/EXPENSE REPORT

Pam presented the Revenue/Expense Report for the month of May.

Revenues for Lee County are up \$15,803 from a year ago. Revenues for 10-15 are up \$266,255 from a year ago.

Expenses for Lee County are up \$27,758 from a year ago. Expenses for 10-15 are up \$164,536 from a year ago.

For discussion purposes, Pam prepared a comparison of actual revenues and expenses through May 2008 of FY 2008 and the draft projections for FY 2009. The only unknown currently is the \$25,000 in coordination money. Hopefully, Iowa DOT will announce their decision soon!

After reviewing the figures, it was determined that the financial status is solid, but weakening. In order to avoid a down spiral that would be detrimental to the entire system, the decision was made to delay any fare increases until January 2009. This would enable staff to alert customers to the pending increase through news releases, talk shows, and notices in the buses.

Alternately, if Iowa DOT does not award 10-15 the \$25,000 in coordination funding, this decision will have to be moved up in July's meeting and implemented as early as September 2008.

Pam provided examples of the proposed new rates. Following a discussion on the impacts of fuels costs and rate increases, Greiner moved and Pech seconded a motion to approve the rates pending an announcement on the coordination money with implementation either January 1, 2009 or October 1, 2008 depending on the outcome. Motion carried.

Pam will notify the customers with their June invoices due out before July 10, 2008.

Following a brief discussion, the report was accepted as presented.

RIDERSHIP REPORT

In May, 25,205 rides were provided; 83,215 miles were driven; and 4,582.90 hours were spent in delivering the services. Last year, 21,906 rides were provided, 91,465 miles were driven, and 4,470.90 hours were spent in delivering the services.

Pam noted that each month more service is provided than last year, partially due to fuel costs and partially due to other factors. Two areas were highlighted – Fairfield Taxi and King's Kids as major increases. The addition of Monroe Professional Management also helps the overall picture. The Board concurred that rides are likely to climb with fuel prices.

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

STATUS REPORT

Drivers

Pam updated the Board on the upcoming job bidding. No action was taken.

Greg Neal

Pam updated the Board on Greg Neal. No action was taken.

Personnel Reorganization and Expansion

Pam updated the Board on the progress of the personnel reorganization and expansion.

Based on the outcome of those discussions, we will begin advertising to fill the remaining positions.

No action is needed by the 10-15 Transit Board.

Building Expansion

The construction contract has been prepared and was signed by Grooms and Company Construction. We had an initial pre-construction meeting. This was helpful in planning the project and "living in" the construction zone for both parties. Barring any more problems relative to the flood, we hope to break ground earlier than anticipated – perhaps as early as mid-July.

No action is needed by the 10-15 Transit Board.

Grant Application

As reported last month, additional information has been provided on the New Freedom's and State Coordination grant applications. Our applications from OTA and 10-15 Transit for the New Freedom funding have been approved in the full amount. The State Coordination grants have not been reported on by Iowa DOT.

No action is needed by the 10-15 Transit Board.

Cash in the Bank

Last month, the Board asked how the Cash in the Bank was secured. The following information was provided by Mike Heffernan, City Finance Director. The city distributes its cash throughout five banks. Most of those funds are held in South Ottumwa Savings. Each of these banks participates in a statewide insurance pool that provides coverage beyond the FDIC limits. The depository limit is \$15 million in each institution.

No action is needed by the 10-15 Transit Board.

Pekin School Contract

10-15 Transit has been providing summer transportation for Pekin Schools. They have requested a contract for the entire year, with the intension of using us only during the summer unless circumstances change.

This agreement was provided; service has been initiated and will continue through August 2008. At their request, an invoice has been generated for the 3 months in order to be reflected in the current school year's budget.

The staff recommended that the Chairman be authorized to sign this agreement on behalf of the 10-15 Transit Board.

Greiner moved and Peck seconded a motion to approve the staff recommendation. Motion carried.

Worker's Compensation

We have been provided the costs allocations for workers comp from the City. I believe their information was provided by IMWCA, the carrier. The chart is attached.

As you can see, bus drivers are a highly rated (expensive) classification. Our costs are also driven by the sheer number of employees insured. Out of \$265,249 in 3 years losses, Transit's amount and percentage was \$11,478 or 4.32%. Out of 41 claims, we had 12 claims or 29%.

It is suggested that we be assessed an additional premium due to the number of claims. That decision has yet to be made and the staff will keep the Board informed.

IOWA DOT AGREEMENT

We are very excited and pleased to report that Iowa DOT has issued an agreement to 10-15 Transit for the purchase of two (2) additional buses. Two of the funded amounts will replace buses that are 1998 vintage. This brings our total new bus count to seven (7) with the five funded and signed in last month's contracts.

In addition, Iowa DOT has issued an agreement to 10-15 Transit for FY 2009 State Transit Operating Assistance. The percentage is 3.156333% of the funds collected. We have budgeted \$314,291 in FY 2009 based on this agreement.

The staff recommended that the Chairman be authorized to sign these agreements on behalf of the 10-15 Transit Board.

Pech moved and Kenning seconded a motion to approve the staff recommendation. Motion carried.

PROGRESSIVE MAINTENANCE REPORT

There were no questions on the May report.

NEXT MEETING

The next meeting was schedule for Thursday, July 31, 2008 at 10:15 a. m. at 2417 S. Emma.

ADJOURNMENT With no further business to conduct, the meeting was adjourned at 11:00 a. m.

Don Greenlee, Chairman

Cathy Reece, Vice Chairman

Ernie Greiner, Secretary