

Siouxland Regional Transit System (SRTS)
Board of Directors
Minutes
May 23, 2019, 10:15 a.m.
SIMPCO/SRTS, 1122 Pierce Street, Sioux City, Iowa

MEMBERS PRESENT:

Keith Radig, Vice Chair	Woodbury County
Tammy Bramley	Monona County
Gary Horton	Plymouth County

STAFF/GUESTS PRESENT:

Michelle Bostinelos, Executive Director	SIMPCO
Curt Miller, Transit Director	SIMPCO/SRTS
Bill Cole, Finance Director	SIMPCO
Sharon Burton, Executive Assistant	SIMPCO

STAFF PRESENT:

The Siouxland Regional Transit System (SRTS) Board of Directors met on Thursday, May 23, 2019, at 10:15 a.m. at the SIMPCO/SRTS offices, 1122 Pierce Street, Sioux City, Iowa.

Vice Chair Keith Radig called the meeting to order at 10:15 a.m. A quorum was present.

- I. **Approval of the Agenda** – Vice Chair Radig asked if there were any additions or corrections to the May 23, 2019 regular meeting agenda.

Gary Horton moved to approve the regular meeting agenda as presented, seconded by Tammy Bramley. Motion carried with all ayes.

- II. **Approval of the Minutes** – Vice Chair Radig asked if there were any additions or corrections to the March 21, 2019 regular meeting minutes.

Tammy Bramley moved to approve the regular meeting minutes as presented, seconded by Keith Radig. Gary Horton abstained due to not being in attendance. Motion carried with all ayes.

- III. **Financials** –

- a. April 30, 2019 – Finance Director Bill Cole reported total revenue of \$3,052,944 with expenditures of \$2,999,068 for a balance of \$53,876 as of April 30, 2019. Fuel increased considerably in March due to the City of Sioux City's Central Maintenance Garage not charging correctly for the months of November, December and January.

Keith Radig moved to approve the financial reports as presented, seconded by Gary Horton. Motion carried with all ayes.

IV. Rescind Motion of September 27, 2018 Board of Directors Meeting –

- a. Purchase four 176" ADA Compliant Light Duty Buses from Hoglund Bus Company, Inc., \$101,046 per bus, Total \$404,184 (\$304,835 Federal, \$99,349 Local)

Transit Director Curt Miller reported the purchase of four buses did not move forward due to a delay in receiving all grant agreements from the Iowa DOT. Also, purchase orders have changed since the initial contracts were approved with specifications trimmed to reduce pricing and maximize federal dollars and minimize the local share. Discussion followed.

Keith Radig moved to rescind the Board of Directors motion of September 27, 2018 to purchase four 176" light duty buses, seconded by Tammy Bramley. No further discussion. Motion carried with all ayes.

V. Iowa Department of Transportation Agreements –

- a. Iowa Department of Transportation Agreement #2019-007-00-040-FY18, Contract #21111 to purchase 2 (two) Light Duty Buses (176" wb) (repl. 7516, 7518), Federal Award \$155,890, 85% Federal Participation, Local Participation 15%, March 27, 2019 through March 26, 2021

Keith Radig moved to approve the agreement as presented, seconded by Gary Horton. Motion carried with all ayes.

- b. Iowa Department of Transportation Agreement #2019-008-00-040-FY18, Contract #21151 to purchase 9 (nine) Light Duty Buses (176" wb) (repl. 7455A, 7524, 7160, 7522, 7165, 7341, 7475, 7523, 7150A), Federal Award \$728,025, 85% Federal Participation, Local Participation 15%, April 8, 2019 through April 7, 2021

Keith Radig moved to approve the agreement as presented, seconded by Tammy Bramley. Motion carried with all ayes.

VI. Purchase 13 (thirteen) 176" Light Duty Buses, ADA Compliant from Hoglund Bus Company Inc., Total \$1,244,593 (\$1,028,278 Federal, \$216,315 (Local)) –

Curt Miller reviewed the replacement spreadsheet included in the meeting packet. All contracts are in place to proceed with the purchase of all thirteen buses. Discussion followed. He noted Iowa DOT agreements for the purchase of two buses were approved at the last meeting.

Keith Radig moved to approve the purchase of thirteen buses for a total cost of \$1,244,593, seconded by Gary Horton. Motion carried all ayes.

VII. BUILD Transportation Discretionary Grant Compliance – Curt Miller reported staff is working with FTA in Kansas City to become a direct recipient of Federal funds. SRTS received the BUILD funding award, but a grant has to be written and approved by September of 2020 before funds can be expended. Staff is currently working through required documents but additional steps such as an environmental review must be

completed before the grant can be written. Expenses will be 100% covered once the grant has been written. Discussion followed.

- a. Resolution 2019-2 - Authorizing authority to act on behalf of the grant applicant

Tammy Bramley moved to approve Resolution 2019-2 as written, seconded by Keith Radig. Motion carried with a roll call vote:

AYE Keith Radig (Woodbury County)

AYE Tammy Bramley (Monona County)

AYE Gary Horton (Plymouth County)

- b. FY 2019 Federal Certifications and Assurances

Keith Radig moved to approve the FY 2019 Federal Certifications and Assurances as presented, seconded by Gary Horton. Motion carried with all ayes.

- c. Letter of Incumbency – Federal Transit Administration Actions

Keith Radig moved to approve the Letter of Incumbency as presented, seconded by Tammy Bramley. Motion carried with all ayes.

VIII. Service Contracts –

- a. Akron Care Center at \$53.00 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- b. Akron Westfield Community School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- c. Camp High Hopes at \$53.00 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- d. Danbury Catholic School at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- e. Hinton Community School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- f. Le Mars Public School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- g. Marcus-Meriden-Cleghorn Community School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- h. Native American Childcare Center at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- i. Remsen Union Community School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020

- j. Sergeant Bluff-Luton Community School District at \$44.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- k. Sioux City Community Schools at \$41.50 per hour per vehicle to provide client transportation from July 1, 2019 through June 30, 2020
- l. City of Le Mars at \$8,400 to provide transportation services from July 1, 2019 through June 30, 2020
- m. City of Sergeant Bluff at \$3.00 per passenger per trip to provide transportation services within city limits from July 1, 2019 through June 30, 2020
- n. Mid-Sioux Opportunity, Inc. at \$2.75/\$2.65 per mile per vehicle if using Mid-Sioux bus to provide client transportation from July 1, 2019 through June 30, 2020
- o. Connections Area Agency on Aging to provide urban transportation at \$3.60 per one-way trip and rural transportation at \$4.00 plus \$0.50 per mile per one-way trip July 1, 2019 through June 30, 2020

Curt Miller reported a five percent increase has been added to all contracts with the exception of l and m with the cities of Le Mars and Sergeant Bluff. These cities as well as each of the counties will be asked to increase their support for fiscal year 2021 by the five percent during their budget process in the fall of 2020. He noted the increase is necessary due to financial changes, an increase in driver's wages to improve employee retention and no increase over the past five years. Discussion followed.

Keith Radig moved to approve the service contracts as presented, seconded by Gary Horton. No further discussion. Motion carried.

- IX. **Iowa Department of Transportation – FY 2020 Consolidated Funding Application** – Curt Miller reported no comments were received during the public hearing held on April 17, 2019. Staff submitted the application to the Iowa DOT Office of Public Transit by the May 1, 2019 deadline.
- X. **Iowa Department of Transportation Triennial Review of May 7, 2019** – Curt Miller reported the Iowa DOT conducted a subrecipient review on May 7, 2019. Overall SRTS is complying with state and federal transit requirements in the management and operation of the public transit program. A few recommendations for improvements were received which staff will be addressing. Discussion followed.
- XI. **Other Comments** – The next meeting will be held on Thursday, June 20, 2019 at 10:15 a.m.
- XII. **Adjournment** – ***Keith Radig moved to adjourn the meeting, seconded by Gary Horton. Motion carried with all ayes.*** The meeting adjourned at 11:10.