

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
Agenda
12:00 pm, Thursday, September 30, 2021
1515 Black Hawk St
Waterloo, IA 50702

This will be an online meeting. Live audio and materials will be available using the following link:
<https://global.gotomeeting.com/join/219376733>
or dialing 1-571-317-3122 Access Code: 219-376-733

1. Roll Call and Establishment of a Quorum
2. Approval of Agenda
3. Approval of Minutes

PUBLIC COMMENTS:

4.

Board members who have an actual or potential conflict of interest should not participate in discussions or vote on matters affecting transactions between MET Transit and the other group.

ACTION ITEMS:

5. Motion to approve the Authority's revised FY22 Local Capital Plan.
6. Motion to approve the purchase of four (4) computers from Computer Worx of Cedar Falls for the Dispatch office in the amount of \$4,300.00. Funds will come from the Local Capital Program in FY21 and FY22.

STAFF REPORTS:

7. General Manager Report
8. Financial Report - Finance Manager
9. Operations/Maintenance Report - Operations Manager
10. Training/On Street Operations - Trainer/Supervisor
11. Motion to accept and file staff reports.

DISCUSSION ITEMS:

12. Old Business
13. New Business
14. Motion to adjourn

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, September 30, 2021**

The regular meeting on September 30, 2021 of the Board of Trustees of the Metropolitan Transit Authority of Black Hawk County did not meet due to a lack of a quorum. General Manager, David Sturch requested that the meeting be held by a proxy vote via email.

The following action items were presented to the Board via email followed by the motion and recorded vote:

Action Items:

2202. Motion to approve the Authority's revised Local Capital Plan.

Our Local Capital Plan includes the following changes:

- In FY16 replace the Central Transfer Landscaping of \$15,000 with our annual software license and service agreement by Ecolane USA in the amount of \$14,000. This will close out the projects in FY16. The Central Transfer Landscaping will be moved to FY22.
- In FY20, add the office computers/monitors to replace the four (4) stations at Central Transfer.
- In FY21, move the two shop projects into FY20. They include the hot water pressure washer and shop/bus barn lighting.
- In FY22, adjust the cost for two (2) office computers/monitors.

Motion made by Rose Middleton with a second by Dusky Steele to approve the Authority's revised Local Capital Plan.

Ayes: Dave Glenn-Burns, Bonetta Culp, Jana Diehl, Sharon Droste, Rudy Jones, Lon Kammeyer, Rose Middleton, Dusky Steele, Stefanie Sheetz, and Bob Seymour.

Nays: None

Motion carried

2203. Motion to approve the purchase of four (4) computers from Computer Worx of Cedar Falls for the Dispatch office in the amount of \$4,300.00. Funds will come from the Local Capital Program in FY20 and FY21.

Motion made by Bob Seymour with a second by Lon Kammeyer to purchase four (4) dispatch computers from Computer Worx.

Ayes: Dave Glenn-Burns, Bonetta Culp, Jana Diehl, Sharon Droste, Rudy Jones, Lon Kammeyer, Rose Middleton, Dusky Steele, Stefanie Sheetz, and Bob Seymour.

Nays: None

Motion carried

Staff Reports:

- General Managers report summarized the Covid update and the mask mandate. The County remains in a high-risk status with Covid positive cases, the bonus pay will continue until the end of October. MET will begin the shuttle service for the Waterloo Black Hawk home games for the 2021-2022 season. MET Transit participated in the 101st National Cattle Congress at the Estel Hall vendor exhibit. Lastly, the General Manager has been invited to join the Exchange Club of Waterloo to represent MET Transit. This is a good opportunity to have MET involved in more community activities and service projects. As a Exchange Club member the annual dues are \$610.00. It is recommended that these dues be allocated from the Membership Dues of our budget.
- A quick summary of the financial report from July to August shows a 8.86% deficit for the year which is reflected from less income due to a shortfall in fares and contracts. Our CARES funds will cover these shortfalls throughout the year.
- With the shortfall in our fares income, our ridership numbers show positive increase of 1.37% from July to August and a 2.94% increase from August of last year. School rides were up in August due to the beginning of the school year. Our disabled and elderly paratransit rides show a 3.47% increase from July to August and a 10.11% increase from August of last year. We are training a new driver for Paratransit and interviewing additional drivers.

Motion made by Lon Kammeyer with a second by Dave Glenn Burns to accept and file the staff reports.

Ayes: Dave Glenn-Burns, Bonetta Culp, Jana Diehl, Sharon Droste, Rudy Jones, Lon Kammeyer, Rose Middleton, Dusky Steele, Stefanie Sheetz, and Bob Seymour.

Nays: None

Motion carried

Next Board meeting will be on October 28th.

Robert Sneed, Administrative Assistant