

Regional Transit Authority Board Meeting Minutes

Thursday, November 12, 2009

9:00 am

RTA Board Members

Delaware County Supervisors

Shirley Helmrichs
RTA Secretary/Treasurer

Jeff Madlom

Jerry Ries

Dubuque County Supervisors

Wayne Demmer
RTA Vice-Chair

Eric Manternach

Donna Smith

Jackson County Supervisors

Steve Flynn

Larry "Buck" Koos
RTA Chair

Jack Willey

Others Present: **No others were present.**

ECIA Staff:

Mark Munson
RTA Director

Kelley Deutmeyer
ECIA Executive Director

Lisa Weinhold
ECIA Finance Director

Gail Kuhle
Support Services Manager

Bridget Bartlett
Mobility Coordinator

A quorum was present.

Call to Order

The Regional Transit Authority (RTA) Board meeting was called to order by the RTA Chair, Larry Koos, at 9:05 a.m.

Approval of the Agenda

Motion by Helmrichs, second by Manternach to approve the Thursday, November 12, 2009 Regional Transit Authority (RTA) Agenda. The motion passed unanimously.

Review/Approve the minutes for the Wednesday, October 7, 2009 RTA Board meetings

Motion by Demmer, second by Madlom to approve the minutes for Wednesday, October 7, 2009, RTA Board meeting. The motion passed unanimously.

Review/Approve Financials

Munson presented the RTA financials for July 1, 2009-September 30, 2009. He noted the ending balance for September 30, 2009 showed a deficit of \$18,418, with a year to date ending balance of (\$64,874). Munson proceeded to explain the factors for the deficit. He indicated that the RTA has not drawn down any of the \$58,000 in JARC funding at this time because the RTA has reapplied in October for an additional \$99,000. Munson stated that he heard that the DOT has recommended approved for all projects that were applied for. He also noted that the RTA could ask for reimbursement for expenditures as far back as July 1, 2009. Munson noted that the New Freedoms fund was operating under a similar situation and the RTA has not drawn down any of the \$24,000 at this time. He then highlighted the additional revenue for the NICC route which will be coming through from the City of Dubuque. Munson also noted that the month of July has three payrolls rather than two, which affects the bottom line.

Munson explained that as the RTA continues forward and begins to draw down on the available funding, with the addition of the NICC funding the budget will move towards a positive bottom line.

Munson then highlighted the progress being made by Bridget Bartlett, the Mobility Coordinator. He indicated that she is working with Edgewood Convalescent Home to increase their ridership and with the Ohnward Community Theater in Maquoketa on arranging potential trips to the theater.

Discussion followed.

Weinhold reviewed the Statement of Assets and Liabilities for July 1, 2009 thru September 30, 2009. She noted the first payment for the Amoco loan would be due on December 1, 2009.

Motion by Demmer, second by Madlom to approve the financials for July 1, 2009 thru September 30, 2009. The motion passed unanimously.

Review and Approve Invoices and Bills from 9/29/09 through 10/30/09

Weinhold reviewed the invoices and bills from 9/29/09 through 10/30/09. She highlighted the cash disbursement of \$4,290 to Portzen Construction for repairs to the detention basis and the disbursement of \$34, 718.41 to SCF Inc for the renewal of liability insurance. There were no other unusual expenditures.

Discussion followed.

Motion by Demmer, second by Helmrichs to approve the invoices and bills from 9/29/09 through 10/30/09. The motion passed unanimously.

Review and Approve Delaware, Dubuque and Jackson County Regional Transit Authority 2009 Audit

Jim Olson, a Certified Public Accountant for Tostrud and & Temp, S.C., presented the Financial Statements and Independent Audit Report for FY2009. This report gives an overall picture of the financial information for the Regional Transit Authority.

Mr. Olson reviewed the financial notes and reported that the Regional Transit Authority has a clean audit as well as complying with the Government Audit Standards.

Discussion followed.

Motion by Smith, second by Ries to approve the Delaware, Dubuque and Jackson County Regional Transit Authority 2009 Audit. The motion passed unanimously.

Other Business

December meeting

Munson stated that the next scheduled meeting would be Wednesday, December 2, 2009 but at this time he did not think a meeting would be necessary. It was noted that Kuhle would notified the Boards members on the next meeting status.

Delaware Passenger Transportation Plan (PTP) meeting

Helmrichs complimented the RTA Staff on the excellent PTP meeting that was held in Manchester on October 20, 2009.

Adjournment

A motion by Madlom, second by Ries to adjourn. The Regional Transit Authority meeting was adjourned at 9:55 a.m. The motion passed unanimously.

Respectfully submitted by,

Mark Munson
Director of Transit Operations