

**IOWA NORTHLAND REGIONAL TRANSIT COMMISSION (RTC)
ADVISORY COMMITTEE**

INRCOG OFFICE
229 EAST PARK AVENUE
WATERLOO, IOWA 50703

Tentative Meeting Agenda for
Thursday, March 21, 2024
10:30 a.m.

2023 Officers: Duane Hildebrandt, Chair; Mark Schildroth, Vice Chair; Greg Barnett, Secretary/ Treasurer

1. Call to Order; Introductions; and Declaration of Quorum
2. Approval of the Agenda
3. Public Comments
4. Consider Minutes from the December 21, 2023
5. Financial Report(s)
6. Old Business:
 - A. Medicaid Update- Amerigroup, Iowa Total Care, Access2Care
 - B. Bus Replacement Update-#V061 and #1001
 - C. Transit Study Update
 - D. Scheduling Software Proposal Solicitation
 - E. Iowa Public Transit Association (IPTA) Legislative Update
 - F. Other Old Business
7. New Business:
 - A. Personnel Update
 - B. Vehicle Servicing and Storage Update
 - C. Funding Projections FY 2025
 - D. CTAA Grant
 - E. Other New Business
8. Operations Report
9. Operating Statement(s)
10. Adjourn

Note: RTC Advisory Committee Meetings are open to all individuals. Any person requesting reasonable accommodation to participate in this meeting must contact the RTC office at (319) 233-5213 at least two (2) business days in advance of this meeting.

**IOWA NORTHLAND REGIONAL TRANSIT COMMISSION (RTC)
ADVISORY COMMITTEE
229 EAST PARK AVENUE
WATERLOO, IOWA 50703**

Meeting Minutes from
Thursday, March 21, 2024
10:30 a.m.

A regular meeting of the Iowa Northland Regional Transit Commission (RTC) Advisory Committee was scheduled for Thursday, March 21, 2024, at 10:30 a.m. in the INRCOG offices, located at 229 East Park Avenue in Waterloo.

Hildebrandt announced that a quorum was present and called the meeting to order at 10:30 a.m.

Members present: Duane Hildebrandt- Chair, Bremer County; Mark Schildroth- Vice-Chair, Grundy County; Matt Kuhn – Chickasaw County; Clayton Ohrt, Buchanan County; Steve Geerts – City of New Hampton; .

Also present were Colette Ruth – North Star Services of Bremer County; Nick Fratzke and Linda Sires, from INRCOG.

Approval of the Thursday, March 21, 2024 Agenda was moved by Schildroth, seconded by Geerts. The motion carried unanimously.

No public comments were made.

The minutes from the December 21, 2023, meeting were provided. Approval of the minutes as presented was moved by Kuhn, seconded by Ohrt. The motion carried unanimously.

Fratzke presented the February Financial Report and provided details regarding the Year-To-Date balance and financial position. Fratzke expressed that overall, the RTC is in good standing financial stability, with 66% of the annual budget being expended 8 months into the current fiscal year. Service is running well with ridership above pre-covid numbers, however, the aging fleet does lead to higher maintenance costs. Fratzke stated that staff are exploring maintenance and repair vendors not previously used in the region with the departure of previous contracted services through EPI. Operations are going well and vendor services are considered to be headed in the right direction. There being no further discussion, Ohrt moved to approve the Financial Report, seconded by Schildroth. The motion carried unanimously.

Fratzke moved on to Old Business.

Old Business:

Fratzke gave an update on the Medicaid system, stating that the majority of rides do come from Amerigroup, Iowa Total Care, Access 2 Care. Fratzke indicated that some rides are being turned away, however, the system is at capacity.

Next, Fratzke gave an update on the DOT contracts for fleet replacement. He noted that RTC had been awarded two contracts for the replacement of an aged conversion van (V061) using STBG funds and a DOT contract was awarded for replacement (1010). Fratzke stated that the conversion van had been ordered a year prior and that delivery from Hoglund was scheduled for February, which had passed. Fratzke agreed to give an update in the next meeting.

Fratzke gave an update of the MET Transit Study being conducted by SRF. He noted that the consultant was proceeding with the timeline, accordingly. Final steps were in progress, with fleet and facility studies being conducted. Fratzke stated that route restructuring was recently approved by the MET Transit Board and scheduled for implementation in summer of 2024.

Fratzke noted that the RTC is pursuing the solicitation of qualified vendors to purchase scheduling software from and that an RFP was ready for publication and distribution. Concurrence was given from the Commission to proceed with proposal solicitation, with a report to be included at the June meeting.

Fratzke discussed the approaching Iowa Public Transit Association (IPTA) Legislative Conference and his intention to attend. Fratzke stated that the general topics receiving the most urgency are vehicle parts and replacement availability and rising costs as well as driver shortages. Fratzke also discussed the State's intent to create a more comprehensive system for coordination of services across district boundaries.

New Business:

Sires presented the Personnel Update and that a driver had been hired to cover the rural Waterloo/Black Hawk County area. INRTC is generally operating at capacity, with some rides being turned away.

Fratzke presented the Vehicle Servicing and Storage Update, stating that locations were being vetted for the relocation of vehicle storage in the proposed sale of the EPI facility. The EPI facility will be vacated on April 5th. As was previously mentioned, general maintenance is being conducted by Bauer Built in Waterloo but further options are being explored.

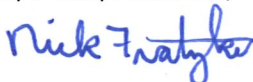
Fratzke presented the Funding Projections for FY '25 with the approaching deadline for the Consolidate Grant Application due May 31st. The proposed Federal allocation is \$321,209, and State allocation is \$309,768 for operating expenses. Planning funds are anticipated to be \$41,529 with \$8,306 being the local match. Fratzke stated that the INRTC would request \$700,000 for vehicle replacement which would require a \$105,000 local match, if awarded.

Fratzke discussed the agency being awarded a Community Mobility Design Challenge Grant from the Community Transportation Association of America. This grant is being administered by the MPO and does not significantly impact the RTC, however is transit related in nature. The grant provides \$25,000 to conduct research on the Waterloo metropolitan area and the development of a transportation solution for underserved youth in the community.

Sires presented the operations report. She noted that the fleet is aging and parts are hard to find. The supply chain is still lagging and making repairs and maintenance a challenge. As was previously mentioned, ridership is up above pre-covid numbers.

There being no further discussion, motion by Kuhn, seconded by Schildroth for the Advisory Committee adjourn at 11:15 a.m. Motion carried unanimously.

Respectfully submitted,



Nick Fratzke, INRCOG
Acting Secretary