

Chariton Valley Transportation Planning Affiliation

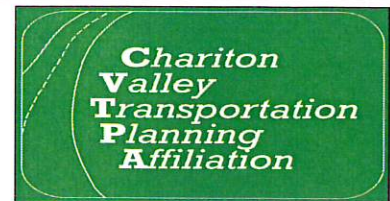
308 North 12th Street

Centerville, Iowa 52544

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CVTPA - RPA 17 - FY20 PTP update

TRANSIT MEETINGS - SUMMARY OF ACTIONS NEEDED/COMPLETED



Provided By: Chariton Valley Planning & Development COG

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Chariton Valley Transportation Planning Affiliation

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RESOLUTION APPROVING THE FY2020 CVTPA PASSENGER TRANSPORTATION PLAN (PTP) MEETING MINUTES – RPA 17

WHEREAS governmental bodies in the seven-county region have established the Chariton Valley Transportation Planning Affiliation (CVTPA-RPA 17); and

WHEREAS the Chariton Valley Transportation Planning Affiliation was organized by the seven-county (7) region to fulfill the requirements of the FAST ACT and subsequent legislation by granting greater public participation in the planning and programming of transportation projects; and

WHEREAS the Chariton Valley Transportation Planning Affiliation has held Passenger Transportation Plan (PTP) meetings and completed notes/minutes for FY2020; and

WHEREAS the Federal Highway Administration makes funds available for the purpose of carrying out the transportation planning process and the Federal Transit Administration provides a portion of funds for transit planning.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CHARITON VALLEY TRANSPORTATION PLANNING AFFILIATION.

1. To approve the FY20 – Passenger Transportation Plan meeting minutes.
2. To authorize CVPD to file all necessary work documents required by U.S. DOT and Iowa DOT and to sign all necessary work program documents and grant agreements.

Considered on this 14th day of July, 2020 in Appanoose County, Iowa.

It was moved by Buss and seconded by Tometich the Resolution be adopted by the Technical Advisory Committee. The motion Passed/Failed.

Todd W. Zell
Technical Advisory Chairperson – CVTPA

It was moved by Buss and seconded by Christensen the Resolution be adopted by the Policy Board. The motion Passed/Failed.

Bessie Smith
Policy Board Chairperson -CVTPA

Acknowledgment: [Signature]

RPA 17
PTP Meeting Discussion
March 14, 2019
Mercy One Medical Center
Centerville, Iowa

Last Year's Notes

Participants: Cheryl Barker (Mercy One Community Health Worker), Stacy Haas (Public Health Department), Charlotte Dixon (Reaching All People Together), _____ Kauzlarich (Lord's Cupboard), Shane _____ (10-15 Transit), Nichole Moore & Julie Pribyl (RPA 17)

This PTP Meeting was sponsored by Mercy One Medical Center. The focus was on transportation services for residents in the area. Cheryl opened the discussion by identifying needs for general transportation services provided by 10-15 Transit to and from medical appointments. The medical center conducted an informal survey during the past year of 2017-2018 to collect information on unmet needs of their patients. (See attached results). During that time, more than 100 people indicated they were having food and/or transportation challenges. This result was also supported by a needs assessment that the local Public Health Department office had collected.

Volunteers from the local food pantries were also present to discuss how we could fulfill these needs for residents. There had been a change in location for one of the food pantries. They relocated from the downtown square of Centerville to edge of the community. This has created new challenges for people to get there and how to transport their goods home. After some discussion, two options were determined. One option could be if the food pantry sponsors would adjust the times the transportation would be free under the block of time the hospital provides in the afternoons. Cheryl will be speaking with Ann Young about a second option to possibly alter the block of time to include service to the pantry and to the volunteers to ensure workers for the times. Shane agreed to work with them to make sure transportation could be arranged to the location.

It was clarified that the block of time Mercy One provides is every afternoon from 1-5pm and that it is available to go anywhere in Appanoose County. Shane explained that dispatchers suggest this to patrons that call into make transportation arrangements. Meeting participants appreciated the information and will be encouraging use of this program. More RPA transportation brochures were provided and will be distributed at the local food pantries.

Volunteers from the "Lord's Cupboard" were present for the discussion. The Methodist Church oversees this project and it fed approximately 332 people in February, which was slightly higher than their monthly average.

Discussions switched to include the frustrations of utilizing the MCO providers that are required to use for Medicaid/Medicare recipients. Although 10-15 Transit prefers 24hr notice to arrange trips, they will try to accommodate any on-demand calls if possible. The greatest challenge is that MCO providers require 48-72hrs notice. This is why it was emphasized that patients or residents that need transportation should utilize that complimentary block of time. There will be a new MCO provider in Iowa and members are hopeful for improved service from them. There were some concerns that with new transportation providers that patrons could randomly get assigned to a new agency and cause confusion for some people. Shane noted that MCO's

have been hiring local individuals as drivers so sometimes there are no indicators on the vehicles and is not a service provided by 10-15 Transit.

The representative from the 'Reaching All People Together' (RAPT) shared that they have seen an increase in demand for transportation services. Many of the calls they have been receiving are for miscellaneous requests and not for the required medical transport outlined by the Ministerial Alliance. Charlotte was grateful to know that anyone can use the Mercy One block of time to anywhere in Appanoose County and will be strongly recommended that to future callers. RAPT has been consistently making 35 medical trips a month provided by 5 volunteer drivers. Approximately half of the appointments are out of town to Des Moines, Iowa City, etc.

Nichole explained that the local United Way chapter and local mental health providers have developed a voucher system to assist people in making appointments, court hearings, & other critical appointments. They are distributed by the Clerk of the District Court. Discussion was held that some of the patients needing transportation and food assistance could also be the same mental health clients. This program could be an additional resource for Mercy One workers to contact.

Nichole also told participants that significantly challenging transportation cases could be referred to DOT's Mobility Manager who can negotiate services on behalf of a client.

Shane indicated that Appanoose County now has 3 cars, 2 vans, and 2 buses available for service. They have hired additional drivers and are at their highest number of local drivers, but are always looking for more. The promotions and outreach made over the past year or two has been effective. Recent efforts include new radio pieces, more outreach efforts on social media, and distribution of the RPA brochures.

FOLLOW-UP STEPS

- CVPD/RPA 17 ask the other local medical clinic if they have seen similar needs or conducted a recent survey.
- Check on the status of the number of United Way vouchers have been used & let Shane know.
- Is there an option to promote healthy activity, (5210 initiative, 'Healthy Hometown' efforts, etc) by coordinating efforts with school transportation to YMCA as an after school drop-off site & 10-15 Transit provide rides home at later time?

Services in Monroe County and Davis County have remained stable. Davis County has seen a slight increase in the number of Amish residents that are being transported. Many private residents have utilized the transit services for school transportation in Bloomfield because the public school doesn't offer in town service. Monroe County has 2 drivers available that stay busy with Head Start and Tennco workers. The Albia Community School and the County Board of Supervisors had 10-15 Transit make outreach presentations to local residents this past year.

Wayne County and Lucas County hospitals and local agencies are still struggling with transportation challenges and have requested separate PTP meeting to develop an action plan to address the needs. Those meeting dates will be April 16th in the respective counties.

SOUTHERN IOWA TROLLEY

215 E. MONTGOMERY STREET, CRESTON, IOWA 50801

Phone 641-782-6571 Fax 641-782-4096

Board of Trustees

July 11, 2019

215 E. Montgomery St., Creston, IA

Conference Room - 1:00 p.m. – Minutes

Members:

Supervisors: Ringgold / Kraig Pennington - Chair
Clarke / Larry Keller – Co-Chair
Union / Rick Friday – Secretary/Treasurer
Taylor / Jerry Murphy

Adair / Steve Shelley
Adams / Merlin Dixon
Decatur / Dan Christensen

Staff: Leesa Lester, Transit Director

Others Present: Tiffany Johnson, Victoria Pulman, Ashley Lewellen, Nichole Moore, Julie Pribyl, Scott Wagner, Kristine Kautz, TJ Dunphy, Jon Moberg, Fr. Adam Westphal and Cathy McGahuey

The Board of Trustees of Southern Iowa Trolley met in regular session on July 11, 2019, with the following members present, Larry Keller, Kraig Pennington, Steve Shelley, Jerry Murphy, Rick Friday, Dan Christensen, Merlin Dixon, and Leesa Lester. Others present included Tiffany Johnson, Victoria Pulman, Ashley Lewellen, Nichole Moore, Julie Pribyl, Scott Wagner, Kristine Kautz, TJ Dunphy, Jon Moberg, Fr. Adam Westphal and Cathy McGahuey. The meeting was called to order at 1 p.m. by Kraig Pennington. A motion to approve the agenda was made by Murphy, second by Christensen. Motion carried. Christensen made a motion to approve the minutes of the May 23rd meeting and was second by Shelley. Motion carried. Lester explained they have made progress in hiring and training drivers in order to continue operating the town-to-town routes. A motion was made by Shelley to continue operating the town-to-town routes contingent on the availability of drivers. Dixon second the motion and the motion carried. A discussion was held reference transportation from north of Grand River to Mt. Ayr RCSS on a daily basis. The transportation issue has been tabled until further research on the address and road going to and from is complete. Shelley made a motion to open the Public Hearing on Rate Increases at 1:39. Lester explained the last increase was made July 1, 2015. She presented an increase of \$.25 per ride for general and senior riders. Individual child rides will also increase \$.25. Preschool/K-12/College in-town children tickets will be \$24.00/12 rides, One-way pass \$38.50 and Two-way pass \$68.20. Town-to-town transportation rates monthly One-way pass \$50.00 and Two-way pass \$100.00. Lester and the board member's advised they had not received any public comments regarding the rate increase. Lewelyn and Johnson both commented they had no problem with the increase on the town-to-town routes and were surprised they hadn't been raised sooner. Christensen made the motion to close the public hearing at 1:50. Shelley second the motion. Motion carried. The ridership and financial reports were discussed and a motion was made by Christensen to approve both, second by Murphy. Motion carried. Motion to approve disbursements made by Lester from May 23-July10, 2019 was made by Shelley and second by Friday. Motion carried. Lester requested approval of the Substance Abuse Policy due to annual review. Shelley made the motion to approve, Keller second the motion, motion carried.

Pennington discussed the Iowa Open Meeting Laws due to a formal complaint 19FC:0057 being made by Tiffany Johnson to the Iowa Public Information Board about the meeting held May 23, 2019. The IPIB accepted the formal complaint on June 20, 2019. Lester held training with all office staff and provided all board members and office staff copies from the IPIB web page including Sunshine Laws-Open Meetings and Open Records in Iowa, Iowa Code Chapter 21-Official Meetings Open to Public, Chapter 22-Examination of Public Records, and Chapter 23-Public Access to Government Information. Shelley made the motion for Pennington to sign Informal Resolution and agree to terms set forth in resolution, Keller second the motion. Motion carried. The Informal Resolution can be found at the end of the July 11th minutes.

Lester updated that Kautz was working closely with Access2Care reference transportation for the Iowa Total Care members. FY18 Audit was given to each board member to distribute to their respective county

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auditor's offices. Murphy made a recommendation that Union County Supervisor, should be paid mileage as the other six county supervisors. Keller second the motion. All ayes were made by Pennington, Shelley, Dixon, and Christensen. Friday opposed the motion. Keller made the motion to adjourn the meeting at 14:22, second by Dixon and motion carried. The next scheduled board meeting will be held on September 26th in the Southern Iowa Trolley Conference Room at 1 pm. All meetings are open to the public. If you have special needs, please contact Leesa Lester, Transit Director at 641-782-6571 at least 72 hours in advance of the meeting.

INFORMAL RESOLUTION - 19FC:0057

Tiffany Johnson and the Southern Iowa Trolley Board

Tiffany Johnson filed formal complaint 19FC:0057 on May 28, 2019. She alleged that the Southern Iowa Trolley Board (Board), a 28E governmental body, violated Iowa Code chapter 21 by holding a meeting without notice.

On May 23, 2019, a meeting of the Board was scheduled for 1 p.m. at the Board offices. When members of the public arrived for the meeting, they were informed that the Board had met starting at noon. The agenda listed an action item of "2019-2020 Town to Town Routes." This agenda item was of interest to citizens who utilize the transportation service. They were concerned that this agenda item was discussed during the closed meeting.

The Board director responded to the initial complaint. She acknowledged that the Board met that day at noon rather than at 1 p.m. to have lunch. She stated that the lunch was open to the public, but was not included on the agenda. She was not certain if there was any discussion about the topics on the agenda at 1 p.m. as there were various conversations occurring simultaneously.

The Board director agreed to modify future agendas to include any pre-meeting gathering of Board members and to provide information to Board members about open meetings and public records. The Board membership consists of county supervisors from the counties participating in the 28E agreement. The Iowa Public Information Board (IPIB) accepted the formal complaint on June 20, 2019.

Pursuant to Iowa Code § 23.9, the parties negotiated and reached an informal resolution.

The parties agree to the following terms:

The Board will acknowledge that the luncheon was held without the posting of notice and an agenda.

The Board will acknowledge that Chapter 21 of the Iowa Code regulates the conduct of meetings of a governmental body, to include proper notice and an agenda.

The Board agrees to post notice of any future meetings to ensure public access.

The Board and appropriate staff will conduct training on open meetings and public records at an open meeting. The Board will utilize the training posted on the IPIB website.

The Board will approve this informal resolution at an open meeting and include a copy of this resolution in the minutes for that meeting.

The terms of this informal resolution will be completed within sixty (60) days of acceptance by all parties. Upon showing proof of compliance, the IPIB shall dismiss this complaint as successfully resolved.

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11/4/2019

CVTPA – RPA 17

Passenger Transit Planning – 10-15 TAG Committee

AGENDA:

A. Role the TAG committee plays in the RPA region: TAG committee members provide the connection to communities & those that utilize transit services. You provide an important role of bridging gaps to provide better service in your area. The committee is a requirement by DOT in the PTP process. New Passenger Transit Plans are required every 5 years and the off years committees are required to meet a minimum of twice a year.

B. County Transportation Brochures. Those present will be provided with transportation brochures to distribute throughout the counties.

C. 2019 Discussions & Unresolved Issues from previous meetings:

APPANOOSE COUNTY

- Centerville's YMCA had questions about individuals getting rides to/from the center.
- A local voucher program was developed in Appanoose County with the RPA, 10-15 Transit & United Way to purchase vouchers for low income, ill residents needing transportation. Distributed by Clerk of the Court. An improve tracking system was suggested & implemented.

LUCAS COUNTY

- Lucas County Hospital now only has a few volunteers to assist with transportation & had plans to utilize the transit more frequently.

MONROE COUNTY

- Monroe County seniors were still adjusting to the call-in system to book rides instead of through the local aging center. Has that improved?

WAYNE COUNTY

- Wayne County residents were confused by the requirement to book the ride through Ottumwa for local transportation & some were no longer coming to the meal site. 10-15 Transit planned to resolve the issue with the congregate meal site & contact the County Board of Supervisors with an update.
- Wayne County was also interested in establishing a voucher system and/or securing a block of time for local residents to utilize the service. Possible funding option could come from Cross Regional Mental Health, Wayne County Hospital, and other local contributors. Did this ever develop?

D. New Issues/Challenges/Accomplishments

CVTPA – RPA 17

Passenger Transit Planning – 10-15 TAG Committee

January 27, 2020

Monroe County Discussion Topics

Role the TAG committee plays in the RPA region: TAG committee members provide the connection to communities & those that utilize transit services. You provide an important role of bridging gaps to provide better service in your area. The committee is a requirement by DOT in the PTP process. New Passenger Transit Plans are required every 5 years and the off years committees are required to meet a minimum of twice a year.

Distribute County Transportation Brochure.

New Issues/Challenges/Accomplishments

Any challenges with the scheduling rides with 10-15 Transit?

No local problems

New transportation provider in the community – how is that working out?

Private body - Not registered w/ city - No registered taxi or Uber

Possibly re-establish partnership with a daycare/preschool in Albia.

King's Kids pursuing a partnership for possible transport

Any needs from the Monroe County Hospital?

Is the transportation service for the local VA office meeting the needs?

*3rd Thurs - could be expanded to include Monroe - currently provide on own
Candice Gray*

Ridership numbers for the county:

Monroe County Ridership Report			
	October 2019	November 2019	November 2018
Total Passengers	933	742	717
Milestones	15	35	50
SCICAP HS	350	278	227
King's Kids/Monroe School	0	0	0
Ragtime	266	215	214
TMS Med, other med, public transport, etc.	300	214	226

*Explore
Sister Share
to Des Moines, Knoxville?
Find commuting info?
Albia Corp
Commuter #s off on the Map*

Chariton Valley Planning & Development (CVPD) Council of Governments provides service to Appanoose, Lucas, Monroe and Wayne Counties in south central Iowa. There are approximately 2,500 veterans in this four-county region that qualify for health benefits from U.S. Department of Veterans Affairs. Each county has a Veteran's Affairs office that provides essential care and services for America's greatest heroes. One valued element is providing transportation for area veterans who are need medical care. The service may include trips to local facilities, the nearest veteran's clinic in Knoxville, or to the VA Central Iowa Care System's Hospital in Des Moines. This service has been made successful by residents who graciously donated their time to drive the veteran's to and from appointments.

CVPD is also designated as the Rural Planning Affiliation (RPA 17 – Chariton Valley Transportation Planning Affiliation (CVTPA) for the Iowa Department of Transportation. During the past several years, County Supervisors and Veteran's Affairs Coordinators have participated in CVTPA's Passenger Transit Plan meetings to identify the growing challenge of finding volunteers willing to drive. Chariton Valley Transportation Affiliation (CVTPA) collaborated with Lucas County and Wayne County Veteran's Affairs representatives, Wayne County Board of Supervisors, and 10-15 Transit to explore the possibility of establishing a new veteran's transit service. In 2019, 10-15 Transit began providing service for area veterans who need to go to the Des Moines Veteran's Hospital & Clinic for appointments. 10-15 Transit can provide an American veteran driver for this transit service on every third Thursday of the month for a minimal cost. This Veterans service is also open to the public and is currently offered in Appanoose County, Wayne County and Lucas County. This transportation option is in addition to any other service that each local Veteran's Affairs office may provide. A possible expansion could be offered in Monroe County if the need is identified.

April 2020

PASSENGER TRANSIT PLANNING– CENTERVILLE HISTORIC TROLLEY

Centerville's Historic Trolley service is provided by the Centerville Historic Preservation Corporation (HPC). The trolley provides services to Centerville/Appanoose County and beyond. Narrated historic tours are available by appointment and tours can be customized to fit any group's needs. The trolley is frequently rented for weddings, events, and local tour groups! The ADA accessible trolley is available year-round, and the bench seating accommodates 22 to 28 adults.

The valued volunteers of HPC recently found themselves in a challenging situation. The volunteer responsible for booking trips and market has recently retired. The committee struggled with how to proceed and approached CVPD for support. Historic transportation preservation is cherished component of Chariton Valley Transportation Planning Affiliation. CVPD is now assisting the corporation to ensure operation of the trolley for the future.



From: Nichole Moore <nmoore@charitonvalleyplanning.com>
Sent: Thursday, April 2, 2020 1:23 PM
To: 'Jay Allison'; 'Leesa Lester -SIT'
Cc: 'Julie Pribyl'
Subject: Transit update

Hello Jay and Leesa;

Could you guys send me an update on what you are experiencing on transit needs during this time? If you could describe how your service was operating prior to this difficult time and how things have changed since then? Routes before, number of riders, revenue concerns, etc. We will include this in our PTP update for region as well.

Please let Julie or I know if you have questions.

Stay Safe;

Nichole L. Moore

Chariton Valley Planning & Development Council
Executive Director
308 North 12th Street
Centerville, Iowa 52544
(641) 437.4359 office
(641) 895-8812 cell



Virus-free. www.avast.com

From: Leesa Lester <trandirsit@gmail.com>
Sent: Friday, April 3, 2020 9:42 AM
To: Merlin Dixon; Dan Christensen; charles@iowatelecom.net;
clarkebos@clarkecountyiowa.org; friday@grm.net; kpennington1218@gmail.com;
smshelley02@yahoo.com; jrr427@mchsi.com; burzette@sicog.com; Nichole Moore;
Julie Pribyl
Subject: Fwd: CARES ACT Funding
Attachments: CARES ACT 5311 Apportionments.xlsx; FY20 MARCH COUNTY RIDE COUNT.xlsx

Here's the latest on Southern Iowa Trolley!

CARES Act:

- **Attached is the announcement we received yesterday. Southern Iowa Trolley funding: \$1,256,947 to use until it's gone or 2023.**
- I currently have 11 part-time drivers and 2 full time drivers off. 4 of those part time driver's have applied for unemployment due to the unavailability of hours. My janitor, also part-time has filed due to his age (86) and not wanting to get exposed or sick.
- There are a few that are using at their request, accrued leave benefits which include annual, holiday, personal or sick leave.
- **Total rides:**
 - **March 5,319.**
 - January 10,717
 - February 11,206

Tuesday March 3: total rides all seven counties: 580

Tuesday March 31: total rides six counties: 33

- Due to no additional cases in Adair County as of April 2, and the driver/vehicle quarantined for 14 days, we did resume service in Greenfield April 3!
- Below is a link to the Des Moines Registers article on Public Transits....

<https://www.desmoinesregister.com/story/news/2020/03/26/coronavirus-pandemic-threatens-rural-iowa-public-transit-services-covid-19/2906783001/>

Creston News Advertiser is also requesting an interview so will do that today.

I will keep you posted as we crawl along through this. Any questions please let me know!!

Stay safe!

Leesa Lester / Transit Director

Southern Iowa Trolley
215 E. Montgomery St.
Creston, IA 50801
Ph: 641-782-6571
Fax: 641-782-4096
Cell: 419-250-4718

----- Forwarded message -----

From: **Mitra, Sreeparna** <Sreeparna.Mitra@iowadot.us>

Date: Thu, Apr 2, 2020 at 5:39 PM

Subject: CARES ACT Funding

To: DOT-Public Transit-Small Urban <DOT-PublicTransit-SmallUrban@iowadot.us>, DOT-Public Transit-Regional <DOT-PublicTransit-Regional@iowadot.us>

Cc: Anderson, Stuart <Stuart.Anderson@iowadot.us>, Carnahan, Laurie <Laurie.Carnahan@iowadot.us>, Haar, Kristin <Kristin.Haar@iowadot.us>, Johnson-miller, Jeremy <Jeremy.Johnson-Miller@iowadot.us>, Paulsen, Brent <Brent.Paulsen@iowadot.us>

Transit Managers:

The 5311 apportionments for the CARES Act funding for each state were announced by FTA this morning. Attached are your individual apportionments based on the formula used to allocate FY20 funding.

The Public Transit Bureau will apply for this grant through the TrAMS system for FTA authorization, and once it is executed by FTA, we will be able to send you contracts right away. Since this funding does not have an end date and is characterized as “available until expended,” and the funding is substantial, we will write extended CARES Act contracts that have an end date of June 30, 2023.

Although the priority for the funding is operational expenses, FTA will generally consider all expenses normally eligible under the 5311 program that are incurred on or after January 20, 2020 to be in response to economic or other conditions caused by COVID-19 and thus eligible under the CARES Act. In addition, CARES Act funds are available for operating expenses for all FTA 5311 recipients, including administrative leave, such as leave for employees due to reductions in service or leave required for a quarantined worker.

In general, operating expenses are those costs necessary to operate, maintain, and manage a public transportation system. Operating expenses usually include such costs as driver salaries, fuel, and items having a useful life of less than one year, including personal protective equipment and cleaning supplies. See Chapter III of the Formula Grants for Rural Areas circular for more information on eligible operating expenses.

While some types of capital funding are allowable expenses under this program, they do require some extra line items on the grant application. Therefore, please let me know ASAP if you intend to use CARES Act funding for any costs other than operating (for example funding for mobility managers, any other eligible capital costs, etc.) This will reduce the number of revisions we need to make to the grant and get the money flowing.

In order to track statistics for this funding, please add a separate line item on your respective quarterly and year-end reports for operating costs associated with the CARES Act money.

As soon as we have an estimate of when the funding will be available, we will update you.

FAQs for CARES Act eligibility is available at <https://www.transit.dot.gov/frequently-asked-questions-fta-grantees-regarding-coronavirus-disease-2019-covid-19>

Sree



SREEPARNA MITRA

TRANSIT PROGRAM MANAGER

TRANSIT GRANT PROGRAM ADMINISTRATOR

PUBLIC TRANSIT BUREAU

Iowa Department of Transportation

800 Lincoln Way | Ames, Iowa 50010 | www.iowadot.gov

☎ 515.239.1806 | ✉ sreeparna.mitra@iowadot.us

Southern Iowa Trolley
Board of Trustees
215 E. Montgomery St.
Creston, IA 50801
Ph: 641-782-6571 Fax: 641-782-4096

AGENDA - AMENDED

(Subject to change)

March 27, 2020 - Due to COVID-19 - Postponed to APRIL 30th, 2020

Conference Room - 1:00 p.m.

215 E. Montgomery St.

Creston, IA 50801

Supervisors: Decatur/Dan Christensen - Chair Adair/Steve Shelley – Vice Chair Union/Rick Friday – Secretary/Treasurer
Ringgold/Kraig Pennington Clarke/Larry Keller Adams/Merlin Dixon Taylor/Jerry Murphy

SIT Staff: Leesa Lester/Transit Director

Others: _____

I. Call to Order

- Introductions

II. Adoption of Agenda

III. Action Items:

- a. Approval of February 27th, 2020 minutes
 - a. Shelley / Lester sign January 30th minutes
- b. Approval of Ridership
- c. Approval of Financial Reports
- d. Approval of Disbursements – **February 26th – April 30th, 2020**
- e. Approval of FY21 Consolidated Grant Application
- f. Approval FY21 Budget
- g. Approval FY21 Wage Increase
- h. Approval of Midwest Truck Advertising Contract
- i. Approval of Reviewed Southern Iowa Trolley Policies and Procedures
 - *Southern Iowa Trolley – Vehicle Maintenance Policy and Plan*
 - *Southern Iowa Trolley – Building Maintenance*
 - *Substance Abuse Policy*
 - *Human Resources Policies:*
 - i. *Employee Personnel Files Contents*
 - ii. *Driver Physicals – Pre-employment and annual*
 - iii. *Equal Opportunity Policy*
 - iv. *Handling Civic Leave*
 - v. *Travel Advances*

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Southern Iowa Trolley

Board of Trustees

215 E. Montgomery St.

Creston, IA 50801

Ph: 641-782-6571 Fax: 641-782-4096

vi. Reimbursement of Meal Expense

vii. Job Descriptions

IV. Discussion Items: Transit Director Update

- a. Covid-19
- b. Funding
- c. Drivers
- d. Hazard Bonus
- e. PPE
- f. Child Pass - refunds
- g. Innovative / RCSS
- h. Town to Town School Routes

Next meeting scheduled will be held Thursday May 28th, 2020 – This meeting is open to the Public and accessible to individuals with disabilities. If you have special needs, please contact Leesa Lester, Transit Director at 641/782-6571.

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NOTICE OF PUBLIC HEARING

Notice is hereby given that a public hearing will be held by 10-15 Transit via phone conference, 515-604-3902 access code 122422, on May 8th, 2020 at 10:15 a.m. to discuss the FY 21 application from 10-15 Transit to the Iowa Department of Transportation for financial assistance as follows.

10-15 Transit will request State Transit Assistance and Federal Transit Assistance of approximately \$774,970 and \$1,459,577 respectively, to support day-to-day transit operations.

10-15 Transit will also request the following transit assistance to support capital equipment replacement purchases during FY 2021. If approved, these funds will be matched with local dollars on 85% federal and 15% local basis for two (2) ADA *Buses at \$297,400 and four (4) ADA *Buses at \$414,000 and six (6) ADA *Buses at \$579,000 totaling \$1,290,400.

10-15 Transit will also request the following transit assistance to support capital equipment replacement purchases during FY 2021 from RPA 17. If approved, these funds will be matched with local dollars on 80% federal and 20% local basis for two (2) ADA *Minivans at \$150,000 and five (5) ADA *Minivans at \$275,000 totaling \$425,000.

10-15 Transit will also request the following transit assistance to support capital equipment replacement purchases during FY 2021 from RPA 15. If approved, these funds will be matched with local dollars on 80% federal and 20% local basis for four (4) ADA *Minivans at \$220,000.

10-15 Transit will also request the following transit assistance to support capital equipment replacement purchases during FY 2021 using an Amoco Loan for local match. If approved, the Amoco Loan amount requested total will be \$322,560.

*All vehicles are figured with vehicle surveillance systems.

These projects will not have a significant environmental impact on the area. No persons, families, or businesses will be displaced by these projects. All equipment purchased will conform to specifications required by the Americans with Disabilities Act.

Any interested person or agency is invited to call into this hearing and speak for or against this application for funding. Written comments will be accepted at 612 S Madison, Ottumwa, Iowa 52501 through the date and time of the hearing specified.

10-15 Transit is holding this session by electronic means pursuant to the provisions of the Iowa open meetings law, section 21.8, code of Iowa. As a result of substantial community spread of COVID-19 in the state of Iowa and based on the latest guidance from the centers for disease control and prevention, it is impractical for 10-15 Transit to meet in person. Therefore, the meeting is being by conference call originating from 612 S Madison Ave Ottumwa, Iowa. It is open to the public and those in attendance can hear the proceedings or the public can call in from a remote location and join by conference call. Public notice of the meeting has been issued in accordance with Iowa code section 21.4.

The Mission of Transit is to provide quality transportation to the general public.



Jay Allison, 10-15 Transit Director

TEN-FIFTEEN TRANSIT

April 23, 2020

10:15 AM

You are hereby notified that the Ten-Fifteen Transit Board will meet Thursday, April 23, 2020 in the Conference Room, 612 S. Madison Ave, Ottumwa, IA.

Any person with a disability requiring a reasonable accommodation to participate in a Board of Directors Meeting should contact the Transit Office at (800) 227-6390 at least two business days prior to the Board of Directors Meeting.

TENTATIVE AGENDA

VIA PHONE CONFERENCE:

ROLL CALL: Mark Waits, Appanoose
Deke Wood, Keokuk
Michael Beary, Monroe
Tom Swearingin, Wayne

Alan Yahnke, Davis
Dennis Smith, Lucas
Dale House, Van Buren

Lee Dimmitt, Jefferson
Steve Wanders, Mahaska
Wayne Huit, Wapello

1. Approval of Minutes
2. Approve Consolidated Application
3. Ottumwa Fixed Route
4. **Other Business: COVID-19 Impact**

5. Adjournment
* **Next meeting – May 28, 2020 at 10:15am**

After Board Meeting:

***Accident Review Committee**

**10-15 TRANSIT BOARD
MINUTES
March 26, 2020**

VIA PHONE CONFERENCE:

Present Steve Wanders Mark Waits Deke Wood
 Lee Dimmitt Dale House Wayne Huit

Staff: Jay Allison Stephanie Diveley

Guests: Chris Kukla, Bob Breckenridge

AGENDA: The agenda was presented and accepted.

MINUTES

The minutes from the meeting of February 27, 2020 were presented. Dale House moved and Deke Wood seconded. Motion carried.

DISCUSS AND CONSIDER CITY OF OTTUMWA FIXED ROUTE PROPOSAL/NEGOTIATIONS

Dale House made a motion for Jay Allison to negotiate the best interests of 10-15 Transit during the Final Proposal, Wayne Huit seconded. Motion Carried.

Roll Call: Mark Waits, Deke Wood, Dale House, Lee Dimmitt, Steve Wanders, Wayne Huit. All Ayes.

OTHER BUSINESS

A. COVID-19 Impact

- No further business.
- **NEXT MEETING** - The next meeting will be April 23, 2020 at 10:15am at 612 S. Madison Avenue in the Conference Room.

ADJOURNMENT With no further business to conduct, the meeting was adjourned at 10:54 a.m. with a motion by Mark Waits and a second by Wayne Huit at 11:09 a.m.

Lee Dimmitt, Chairman

Alan Yahnke, Vice Chairman

Deke Wood, Secretary