

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00 pm, Thursday, July 29, 2021
MET Board Room
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/816566269> or dialing 1(872)240-3311 Access Code: 816-566-269

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 FY22 Local Capital Plan
6. Motion to approve the Authority's FY22-24 DBE Goal

STAFF REPORTS:

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

DISCUSSION ITEMS:

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

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, July 29, 2021**

The regular meeting on July 29, 2021 of the 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:

2200. Motion to approve the Authority's FY22 Local Capital Plan.

There are no changes in FY16-FY20 Local Capital. In FY21 three new projects were added that include components of our new time clock system, a hot water pressure washer for the shop, and lights for the shop and bus barn. Projects in FY22 include our Ecolane support and the purchase of office computers.

Motion made by *Dave Glen-Burns* with a second by *Dusky Steele* to approve the Authority's FY22 Local Capital Plan.

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

Nays: None

Motion carried

2201. Motion to approve the Authority's FY22-FY24 DBE Goal.

Robert Sneed is the company's DBE Administrator. He has been working on our DBE goal for FY22-24. The three-year DBE goal is set for 0.62% of our total contracting opportunities. A notice on our DBE target was published in the *Waterloo Courier* on June 25, 2021, for a 30-day public comment period. The comment period ended on July 26, 2021, and MET received no comments from the public.

Motion made by *Dave Glen-Burns* with a second by *Dusky Steele* to approve the Authority's DBE goal of 0.62% of our total contracting opportunities.

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

Nays: None

Motion carried

Staff Reports:

General Managers report summarized the Covid update and the mask mandate. Also, with the potential increase in cases, the bonus will continue through the end of August. The financial report from July to June shows a 1.86% surplus from operations and a 3.4% deficit for the year. Our ridership numbers show positive increases from May to June with an 8.12% increase and a 3.14% increase in June of 2021 from June of 2020. School rides were down in June due to the completion of the semester last May. Our disabled and elderly paratransit rides show a 4.75% and 4.69% increase respectively. We added a new driver to our Paratransit Operations and have another potential driver currently taking the CDL test.

Motion made by Dave Glen-Burns with a second by Dusky Steele that the Board accepts and places on file all staff reports.

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

Nays: None

Motion carried

Next Board meeting will be on August 26th.

Robert Sneed, Administrative Assistant