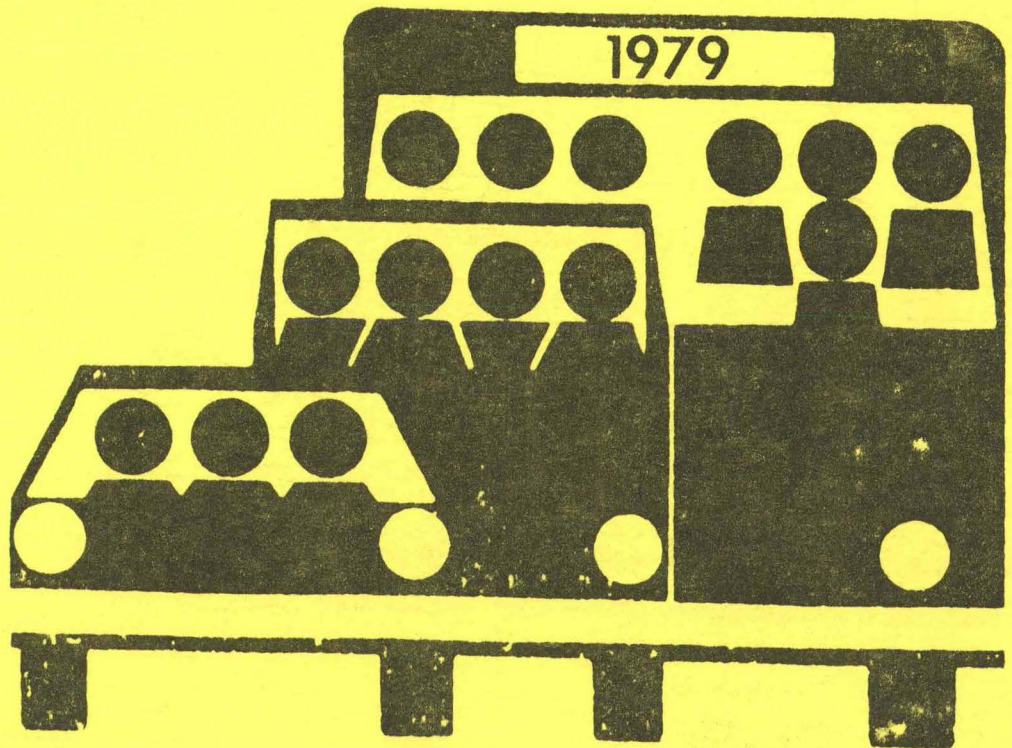


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Regional Transit Development Program

UPDATE REGION I



REGION I - REGIONAL TRANSIT AGENCY (N.E.I.C.A.C.)

UPPER EXPLORERLAND REGIONAL PLANNING COMMISSION

The preparation of this document was financed, in part, through state transportation planning funds from the Iowa Department of Transportation and a Technical Studies Grant from the United States Department of Transportation, Urban Mass Transportation Administration. (IA-09-3005)

DISCLAIMER

The opinions, findings, and conclusions expressed in this report are those of the authors, who are responsible for the facts and accuracy of the material presented herein. The contents do not necessarily reflect the official views, policies, or conclusions of the Iowa Department of Transportation or the Urban Mass Transportation Administration.

1979 REGIONAL TRANSIT DEVELOPMENT PROGRAM
UPDATE

April 1979

Prepared by: Upper Explorerland
Regional Planning Commission
134 West Greene Street
Postville, IA 52162

In Cooperation with: Iowa Department of Transportation
Planning and Research Division

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**SUMMARY
FINANCIAL OPERATING STATEMENT ***
for

N.E. Iowa Community Action Corporation

FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 TOTAL BUDGET	STATE FUNDS REQUESTED	% STATE FUND TO TOTAL BUDGET
OPERATING REVENUE				
General Revenue				
Cash Passengers				
Trip Tickets				
Weekly Passes				
Monthly Passes				
Contributions	14,000	16,500		
Sub-Total				
General Charter Revenue				
School Revenue				
Passes and Cash				
Charter				
Sub-Total	14,000	16,500		
TOTAL REVENUE (A)	14,000	16,500 ⁽¹⁾		
OPERATING EXPENSES				
General and Administration	21,134	36,451	11,532	32%
Accounting	600	700		
Insurance and Safety	14,200	14,300	10,000	70%
Operating Taxes	9,864	11,711		
Operations Supervision	3,716	4,000		
Maintenance	3,000	3,500		
Transportation	66,308	86,520	45,000	52%
Service and Cleaning				
Purchasing and Inventory				
Marketing	250	350		
TOTAL EXPENSES (B)	119,072	157,532	66,532	42%
NON-OPERATING INCOME *				
Interest				
Advertising				
TOTAL NON-OP. INCOME (C)				
NET INCOME (LOSS) (A-B)+C				

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

* Note: Do not list on this form any subsidies received - see Section 9.

(1) \$2,500 of Contributions will be used as match for capital expenditures.



DETAILED
FINANCIAL OPERATING STATEMENT *

for
N.E. Iowa Community Action Corporation

FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 BUDGET	STATE FUNDS REQUESTED	STATE FUNDS TO TOTAL BUDGET
GENERAL & ADMINIS.:				
Salary-General Mgr.	9,948	10,811	3,484	32%
Expense-Gen. Mgr.				
Gen. Employee Travel	3,000	2,075		
Salaries-Staff	6,936	7,617	2,000	26%
Gen. Employee Exp.				
Dues & Subscriptions				
Office Supplies	1,250	1,200		
Gen. Medical Exp.				
Accounting Fees				
Legal				
Professional Fees				
Vacation/Sick Leave				
Telephone		1,000		
Group Life Insurance				
Acc. & Health Wages				
Employee Hosp. Ins.				
Pension Costs				
Transit Planning				
Trustee Expense				
Equipment		1,700		
Supportive Costs		12,048	6,048	50%
TOTAL GEN./ADMIN.	21,134	36,451	11,532	32%
ACCOUNTING:				
Salaries & Wages				
Office Supplies				
Vacation/Sick Leave				
Accounting Services				
Revenue Security Exp.				
Audit	600	700		
TOTAL ACCOUNTING	600	700		
INSURANCE & SAFETY:				
Ins. & Safety Wages				
P/I. & P/D Insurance	14,200	14,300	10,000	70%
Injuries & Damages				
Workmen's Comp.				
Fire & Theft Ins.				
Equip. Acc. Rprs.				
Rev. Equip.				
TOTAL INS./SAFETY	14,200	14,300	10,000	70%

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

DETAILED
FINANCIAL OPERATING STATEMENT *
for

N.E. Iowa Community Action Corporation

FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 BUDGET	STATE FUNDS REQUESTED	STATE FUNDS TO TOTAL BUDGET
OPER. TAXES & LICENSES:				
Fuel Taxes				
Social Security Taxes				
I.P.E.R.S.				
Unemployment Taxes				
Fringe Benefits	9,164	10,711		
Licenses	700	1,000		
TOTAL OP. TAX & LIC.	9,864	11,711		
OPERATIONS SUPERVISION:				
Salaries & Wages				
Office Supplies		1,000		
Vacation/Sick Leave				
Utilities	816	900		
Telephone	2,500	1,500		
Training	400	600		
TOTAL OPER. SUPV.	3,716	4,000		
MAINTENANCE:				
Supervisory Salaries				
Mechanics Labor				
Repair to Serv. Equip.				
Vacation/Sick Leave				
Maint. Supplies - Rev. Equipment	3,000	3,500		
Repair Parts - Rev. Equipment				
Outside Towing				
TOTAL MAINTENANCE	3,000	3,500		
TRANSPORTATION:				
Supv. & Adm. Wages				
Drivers Wages	44,208	52,085	30,000	58%
Rents for Terminals				
Vaca. & Sick Leave				
Diesel Fuel				
Gasoline	20,760	23,075	15,000	65%
Motor Oil				
Anti-Freeze				
Refrigerant				
Tires/Tubes Rev. Eqp.	1,000	1,000		
Physicals	340	360		
Purchase of Service (Oelwein)		10,000		
TOTAL TRANSPORTA.	66,308	86,520	45,000	52%

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

**DETAILED
FINANCIAL OPERATING STATEMENT ***
for

N.E. Iowa Community Action Corporation

FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 BUDGET	STATE FUNDS REQUESTED	% STATE FUNDS TO TOTAL BUDGET
SERVICE & CLEANING:				
Supv. & Adm. Wages				
Service Wages				
Vacation/Sick Leave				
Serv. Supplies -				
Rev. Equipment				
TOTAL SERV./CLEAN.				
PURCHASING & INVENTORY:				
Salaries & Wages				
Repairs Bldgs/Grnds.				
Vacation/Sick Leave				
Main. Supplies -				
Bldgs/Grnds.				
Misc. Purch. &				
Stores Exp.				
Freight				
TOTAL PUR./INVEN.				
MARKETING:				
Salaries & Wages				
Tickets & Schedules	150	250		
Media Advertising	100	100		
Special Promotions				
Agency Fees & Misc.				
Office Supplies				
Vacation/Sick Leave				
TOTAL MARKETING	250	350		

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

STATISTICS *

Statistics	Projected Amount For Previous Fiscal Year 1978 - 1979	Projected Amount For Fiscal Year 1979 - 1980	Net Change	% Chan
Total Passengers	38,000	72,000	34,000	89%
Annual Revenue Miles of Operation	272,000	400,000	128,000	47%
Number of Vehicles	6 vans 5 cars 11 Total	9 vans 5 cars 5 station wagons 19 Total	3 vans 5 station wagons 8 Total	73%
Type (Bus/Van/Etc.)				
Year of Manufacture	Vans: 3-1976, 3-1977 Cars: 2-1973, 3-1974	Vans: 3-1977, 6-1979 Cars: 2-1974, 3-1979 Wagons: 2-1976, 3-1977	--	--
Passenger Capacity	94	171	77	82%
Peak Period Usage	--	--	--	--
Off-Peak Usage	--	--	--	--
Total Annual Hours	16,380	23,720	7,340	45%
Total Annual Days of operation	2,860	4,380	1,520	53%
Number of fixed routes	50	50	--	--
Fares				
Adult				
Elderly } Donations	14,000	16,500	2,500	18%
Handicapped }				
School				
Peak				
Off-Peak				

(1) Present system includes only Handicapped, Elderly, & Nutrition transportation.

(2) System for FY 80 will include the above as well as Headstart, R.S.V.P., and Oelwein Elderly Taxi Service as soon as contracts can be signed.

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

REGION/URBAN AREA Region I**Agency Name** Regional Transit Agency (N.E.I.C.A.C.)**Recommendations**

- A** The realization of a Regional Transit Agency for Region I, providing both administrative and operational responsibilities.
- B** Efforts should be made to bring more agencies into compliance.
- C** More sources of financial support should be sought.
- D** The Technical Advisory Committee should become more involved.
- E**
- F**

Objectives

- Objective 1. The sponsoring regional agency (N.E.I.C.A.C.) will hire a full-time Administrator/Coordinator and a Secretary/Bookkeeper.
- Objective 2. The regional transit administrator and bookkeeper shall develop a centralized bookkeeping and data reporting system compatible with I.D.O.T.'s new unified data system.
- Objective 3. The regional transit administrator shall draft a memorandum of understanding between the Regional Planning Commission and the Regional Transit Agency outlining the roles and responsibilities of each agency.
- Objective 4. The regional transit administrator shall develop and execute third party contracts with four agencies by December 31, 1979.
- Objective 5. The regional transit administrator shall obtain commitments from each county for financial support for the operation and maintenance of the Regional Transit System.
- Objective 6. The regional transit administrator shall implement the Technical Advisory Committee.

REGIONAL TRANSIT AGENCY

The Regional Transit Agency for Region I will be sponsored by the Northeast Iowa Community Action Corporation of Decorah, Iowa. The Regional Transit Agency will handle both administrative and operational responsibilities. The operations will encompass the Country Traveller Transit System (C.T.T.S.), which includes the present elderly, handicapped, and nutrition transportation programs.

The following is a list of the Policy Board members for the Northeast Iowa Community Action Corporation, and in turn the Regional Transit Agency:

Alvesta Hefsernan - Ionia, Iowa
Dale Reeder - Waukon, Iowa
Debbie Casper - Strawberry Point

The following is a list of Advisory Council members and who they represent:

Mary Bolks, Northeast Iowa Developmental Center
Dick Wagoner, Northeast Iowa Community Action Corporation
Katherine Irons, Northeast Iowa Community Action Corporation
Anne Gerheart, Northeast Iowa Community Action Corporation
Delores Maddigan, Northeast Iowa Community Action Corporation
Ed Hover, Iowa Department of Social Services
George Pfister, Area I Agency on Aging
Norma Casper, Retired Senior Volunteer Program
Barb Collins, Oelwein Taxi Service
Todd Hammond, Fayette County Work Activity Center
Jerry Dumke, Upper Explorerland Regional Planning Commission
Wilbur Otterbeck, Clayton County Adult Handicapped Program
Glendalu Wuest, Winneshiek Developmental Center for Adult Handicapped Individuals

The following is a listing of the staff of Upper Explorerland Regional Planning Commission and their titles:

Jerry Dumke, Director
Rick Ernst, Regional Planner
Diane Kurdelmeyer, Secretary
Lisa Cox, Assistant Secretary

RESOLUTION

79-2

RESOLUTION APPROVING THE REGIONAL TRANSIT DEVELOPMENT PROGRAM
UPDATE FOR FY 79 FOR REGION I

WHEREAS, the Upper Explorerland Regional Planning Commission was created to serve the five counties of Allamakee, Clayton, Fayette, Howard, and Winneshiek, and

WHEREAS, the Upper Explorerland Regional Planning Commission has the powers and duties pursuant to the Code of Iowa, Chapter 473-A to make comprehensive studies and plans for the development of the area it serves, and

WHEREAS, the Iowa Department of Transportation has contracted with Upper Explorerland Regional Planning Commission for the preparation of a Regional Transit Development Plan Update, and

WHEREAS, the Regional Planning Commission has appointed and organized a Regional Transit Advisory Committee for the purpose of providing guidance and assistance in the preparation of the Regional Transit Development Plan.

NOW, THEREFORE, BE IT RESOLVED THAT the Upper Explorerland Regional Planning Commission has reviewed the final draft of the Regional Transit Development Plan Update for Region I and hereby approves the plan and its contents as prepared by the Regional Planning Commission staff and Transit Advisory Committee.

Passed and adopted this 19th day of April, 1979.

Ed Kuylen
Chairman

ATTEST:

Gene A. ...
Secretary ✓

RESOLUTION

RESOLUTION APPROVING THE REGIONAL TRANSIT DEVELOPMENT PROGRAM
UPDATE FOR FY 79 FOR REGION I

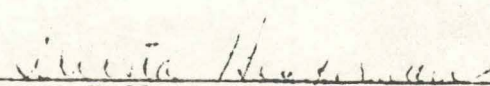
WHEREAS, the Northeast Iowa Community Action Corporation was created to serve the seven counties of Allamakee, Bremer, Chickasaw, Clayton, Fayette, Howard and Winneshiek, and

WHEREAS, the Northeast Iowa Community Action Corporation has the powers and duties under the ARTICLES OF INCORPORATION dated July 12, 1965 to undertake programs and activities which would improve economic and social conditions and educational opportunities for Citizens residing in said counties and

WHEREAS, the Supervisors of Allamakee, Clayton, Fayette, Howard and Winneshiek have designated Northeast Iowa Community Action Corporation as the Regional Transit Authority.

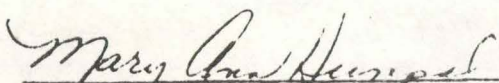
NOW, THEREFORE, BE IT RESOLVED THAT the Northeast Iowa Community Action Corporation has reviewed the final draft of the Regional Transit Development Plan Update for Region I and hereby approves the plan and its contents as prepared by the Regional Planning Commission staff and Transit Advisory Committee.

Passed and adopted this 21st day of May, 1979.



Alvesta Heffernan
Vice Chairman

ATTEST:



Secretary

x

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GLOSSARY

"A"

A-95 - Office of Management and Budget Circular A-95 (Revised) which established a system of state, regional and metropolitan planning and development clearinghouses to aid in the coordination of selected federal or federally-assisted projects and programs with state, regional and local planning to encourage more orderly growth and development.

AAA - Area Agency on Aging.

"B"

"C"

Carpool - Transportation of a group of at least two riders in a vehicle having a seating capacity for not more than eight passengers between a rider's or the owner-operator's residence or other designated location and a rider's or the owner-operator's place of employment or other common destination of the group, when the vehicle is driven by one of the members of the group.

CETA - Comprehensive Employment and Training Programs (administered by the Department of Labor and Job Services of Iowa).

Charter - The agreement whereby the owner of a motorbus leases the bus to a group of persons as one party for a specified sum and for a specified act of transportation at a specified sum and for a specified act of transportation at a specified time and over an irregular route.

Charter Carrier - A person who engages in the business of transporting the public by motorbuses under charter. The term "charter carrier" shall not be construed to include taxicabs or persons, firms or corporations having a license, contract or franchise with an Iowa municipality with a population or more than 15,000 people as shown by the last federal decennial census, to carry transportation passengers for hire, or a municipality with a population of more than 15,000 people as shown by the last federal decennial census, engaged in the business of carrying or transporting passengers for hire, provided however, that municipality

for the person, firm or corporation having a license, contract or franchise with an Iowa municipality comply with sections 325.26, 325.28, 325.29, 325.31, and 325.35, or school bus operators when engaged in transportation involving any school activity or regular route common carrier of passengers.

Choice Rider - An individual who possess all of the capabilities necessary to own and operate an automobile and has an automobile available, but chooses to use transit.

Client - Member of select group whose membership is limited to those taking advantage of a specific program, service or facility.

Conditional Transit Dependent - The condition of possessing the necessary capabilities to own and operate an automobile, but not having an auto available.

Consumer - An agency that acquires transportation service through a purchase-of-service agreement (contract); an agency that needs transportation for its clients or a specific target group.

Coordination - The assignment by whatever means, of each facility to those tasks which it can perform better than other facilities, under conditions which will insure its fullest development in the place assigned.

"D"

Dial-A-Ride - Transportation systems in which a shared vehicle provides door-to-door service on a demand responsible basis to a number of travelers with different origins and destinations. "Hailing" of such vehicles is usually done by telephone.

"E"

Elderly - For population data, any person 65 years of age or older; for special interest group programming, the designated age, but not less than 55 years of age.

"F"

Fare Box Revenue - Monetary charges or contributions collected from the patron or his agent, usually at the time the service is provided, for a specific transportation service.

Federal Aid - Any federal grants, loans, or other federal assistance whether or not state or local funds are required to match or contribute toward the cost of the program for which the aid is available.

"G"

"H"

Handicapped - See transportation handicapped.

"I"

In-Kind Contributions - Non-monetary benefits most often derived from shared resources and facilities.

"J" - "K"

"L"

Large Urban Area - Urban (or urbanized) areas with populations of 50,000 or more in the central city, but also include populations in unincorporated and other incorporated areas outside the central city (as defined by the U.S. Census Bureau).

"M"

Modified Fixed Route Service - Service which can be described as a hybrid of fixed route and dial-a-ride service; a form of dial-a-ride (ride sharing) service which is relatively limited to fixed routes but allowed to occasionally vary slightly from the route to pick up or drop off passengers, as demand warrants.

MPO - Metropolitan Planning Organization.

"N" - "O"

N.E.I.C.A.C. - Northeast Iowa Community Action Corporation, Decorah, Iowa.

"P"

Paratransit - Any one or more of a collection of transportation which are like conventional transit in many respects but are not generally referred to as such, including taxi, dial-a-ride, jitney, carpool, vanpool, and even short-term rental cars. Most often referred to in this document as rural or regional, non-taxi transit service.

Private Aid - Any grants, loans, or other assistance available from nonprofit corporations, foundations, and all private or nongovernmental sources, whether or not state or local funds are required to match or contribute toward the costs of the program for which the aid is available.

Provider - An agency that supplies transportation service to another agency that desires to purchase service; an agency that provides transportation to groups and/or individuals.

"Q"

"R"

Region - Group of adjacent counties with boundaries corresponding to those of the Office of Planning and Programming acting together in such programs as planning and project review.

Regional Planning Agency - Multi-county organization used by member municipalities and counties to develop and review plans and programs, and whose boundaries correspond to those of OPP sub-state areas.

Regional Transit System - Public transit system serving all or part of a multi-county area(s)...(with) the administrative and overhead support services for the overall regional transit system..consolidated into one existing or new agency to be mutually agreed upon by the participating members.

Ride Sharing - Services in which a number of travelers make an agreement to travel together such as carpool, vanpool, subscription bus, jitney, and shared-ride taxi.

Route Deviation - See modified fixed route service.

Section 3 - Section of the Urban Mass Transportation Act of 1964, as amended, generally known as discretionary funds for financing capital improvements on an 80% federal, 20% non-federal ratio.

Section 5 - Section 5 of the National Mass Transportation Assistance Act of 1974, generally known as formula allocation funds for cities over 50,000 population, financing capital improvements (80% federal, 20% non-federal) and/or operating assistance (50% federal, 50% non-federal).

Section 9 - Section 9 of the Urban Mass Transportation Act of 1964, as amended, generally known as planning and technical study funds available on an 80% federal, 20% non-federal ratio.

Section 16(b)(2) - Section 16(b)(2) of the Urban Mass Transportation Act of 1964, as amended, generally known as elderly and handicapped funds for capital improvements for private non-profit organizations only on an 80% federal, 20% non-federal ratio.

Section 147 - Section 147 of the Federal-Aid Highway Act of 1973, generally known as rural public transportation funds is available for demonstration programs. Projects may be funded 100% by FHWA, but no more than 30% of projects funding may be used for operating expenses.

S.F. 573 - Section 18 of Senate File 573 (Chapter 110) of the 66th General Assembly funding demonstration projects intended to provide greater mobility to the elderly and handicapped primarily through regional and paratransit systems.

Single Administrative Agency (SAA) - See transit administrative agency.

Small Urban Areas - Urban areas which possess populations of 20,000 to 49,999 located in one or more municipalities.

SMSA - Standard Metropolitan Statistical Area.

Standard Metropolitan Statistical Area - A county or group of adjoining counties having a central city of over 50,000 population plus any adjoining counties having suburban characteristics, particularly in regard to commuting to the central city of county.

"T"

Target Group - Societal subgroup; a group of individuals with one or more common characteristics.

Taxi Service - Also known as taxicab and cab; a form of transportation service by which any member of the general public may hire a vehicle and driver to convey them directly by road from one point to another as specified by the passengers. "Hailing" is usually by telephone or street hail.

Title III - Title III of the Older Americans Act of 1965, as amended, for funding state and community programs on aging, administered by HEW and Iowa Commission on Aging.

Title IV - Title IV of the Older Americans Act of 1965, as amended, for funding transportation study and demonstration projects, administered by HEW and Iowa Commission on Aging.

Title VII - Title VII of the Older Americans Act of 1965, as amended, for funding services to individuals and families, administered by HEW and Iowa Commission on Aging.

Transit Administrative Agency - A public-quasi-public organization which is accountable and responsible for all transit services within a designated area (Regional, Small Urban, Large Urban), and has control over all publicly funded transit service in its designated area through effective and efficient coordination and/or consolidation of administrative, planning, financial, operational and marketing functions.

Transit Authority - See transit administrative agency.

Transit Dependent - The condition of not possessing the financial, mental, physical and/or emotional capabilities to operate private transportation (the automobile).

Transportation Disadvantaged Persons - Persons who are physically or mentally handicapped persons, persons who are determined by the department to be economically disadvantaged and other persons or groups determined by the department to be disadvantaged in terms of the transportation services that are available to them.

Transportation Handicapped - Any individual who, by reason or illness, injury, age, congenital malfunction or other permanent or temporary incapacity or disability, is unable without special facilities or special planning or design to utilize mass transportation facilities and services as effectively as persons who are not so affected.

Transportation Improvement Program - A three- to five-year transportation improvement program required by UMTA and FHWA for development in each urbanized area by the MPO.

Transportation System Management - A part of the TIP process in each urbanized area; a document to study the short-term transportation plans and programs so as to achieve efficient use of existing resources utilizing an overall system approach.

"U"

Urban Bus System - A system whereby motor buses are operated primarily upon the streets of cities for the transportation of passengers for an established fare and which accepts passengers who present themselves for transportation without discrimination up to the limit of the capacity of each motor-bus. Privately-chartered bus services, motor carriers and inter-urban carriers subject to the jurisdiction of the Iowa Department of Transportation, school bus services and taxicabs shall not be construed to be an urban transit system nor a part of such a system.

"V"

Vanpool - Transportation of a group of riders in a vehicle having a seating capacity for not less than eight passengers and not more than 15 passengers between a rider's or the owner-operator's residence or other designated location and a rider's or the owner-operator's place of employment or other common destination of the group, when the vehicle is driven by one of the members of the group.

"W" - "X" - "Y" - "Z"

SECTION I - INTRODUCTION

The project area is composed of five counties in northeast Iowa containing 2,114,560 acres, or 3,304 square miles of land. The area is bounded on the north by the State of Minnesota and on the east by the Mississippi River and the State of Wisconsin. The topography varies from gently sloping land to the west, to steep rocky land to the east.

The area is based primarily on an agricultural economy with small manufacturing plants located in the larger cities. No one city dominates the business activity of the area. The largest city, Oelwein, has a population of 7,735 people. All counties are ranked in the lower one-fourth of the state in per family income.

The following tables will illustrate general population characteristics for the Region:

URBAN/RURAL POPULATION FOR COUNTIES 1960, 1970

	<u>Total County Population</u>		<u>Number of Rural Residents</u>		<u>% of Total Population That is Urban*</u>		<u>Total Number of Urban Residents</u>	
	<u>1960</u>	<u>1970</u>	<u>1960</u>	<u>1970</u>	<u>1960</u>	<u>1970</u>	<u>1960</u>	<u>1970</u>
Allamakee	15,982	14,968	12,343	11,085	22.8	25.9	3,639	3,883
Clayton	21,962	20,606	21,962	20,606	--	--	---	---
Fayette	28,581	26,898	17,748	16,539	37.9	38.5	10,833	10,359
Howard	12,734	11,442	8,925	7,515	29.9	34.3	3,809	3,927
Winneshiek	<u>21,651</u>	<u>21,758</u>	<u>15,216</u>	<u>14,300</u>	<u>29.7</u>	<u>34.3</u>	<u>6,435</u>	<u>7,458</u>
TOTAL	100,910	95,672	76,194	70,045	30.08	33.3	24,716	25,627

% CHANGE IN URBAN AND RURAL POPULATION BETWEEN 1960 and 1970

	<u>Urban</u>	<u>Rural</u>
Allamakee	6.7	-10.2
Clayton	--	- 6.2
Fayette	- 4.4	- 6.8
Howard	3.1	-15.8
Winneshiek	15.9	- 6.0

Source: 1970 Census of Population, Iowa, General Population Characteristics, Table 38

1960 Census of Population, Iowa, General Population Characteristics, Table 29

* The urban population comprises all persons living in urbanized areas and in places of 2,500 inhabitants or more outside urbanized areas. (U.S. Census Bureau)

REGIONAL POPULATION

	<u>County Population</u>		<u>% Change in</u>	<u>1974-1975</u>	<u>% Change in</u>
	<u>1960</u>	<u>1970</u>	<u>Population 1960/1970</u>	<u>Population</u>	<u>Population in 1970-75</u>
Allamakee	15,982	14,968	- 6.3	15,100	0.9
Clayton	21,962	20,606	- 6.2	20,600	-0.03
Fayette	28,581	26,898	- 5.9	25,800	-4.1
Howard	12,734	11,442	-10.1	11,400	-0.4
Winneshiek	<u>21,651</u>	<u>21,758</u>	<u>.5</u>	<u>21,900</u>	<u>0.7</u>
TOTAL	100,910	95,672	- 5.6	94,800	-0.9

Source: Census of Population, Iowa
General Population Characteristics, Table 35.

Quality of Life in Iowa, 1975, OPP, Figure 1-2

POPULATION DENSITIES

	<u>1970 Population</u>	<u>Area in</u>	<u>Persons Per</u>
		<u>Square Miles</u>	<u>Square Miles</u>
Allamakee	14,968	636	23.5
Clayton	20,606	779	26.5
Fayette	26,898	728	36.9
Howard	11,442	471	24.3
Winneshiek	<u>21,758</u>	<u>688</u>	<u>31.6</u>
REGIONAL TOTAL	95,672	3,302	28.9

Source: Data gathered by Upper Explorerland Regional Planning Commission
Postville, Iowa

The evidence is quite substantial that Region I is losing population. Of the five counties that make up Region I, only one, Winneshiek County, gained any population between 1960 and 1970. That was a gain of only 107 people. From 1970 till 1975 only two counties, Winneshiek and Allamakee, showed any gain; both gains being less than one percent. The regional population also showed a small decrease from 1970 to 1975. Most projections show that the population of the Region will probably level off at or about the present population level.

Region I is predominantly a rural region. There is an average of 29 people per square mile for the entire region. While the rural population has been declining quite markedly, the urban population has increased slightly in all counties except Fayette County.

POPULATION DISTRIBUTION BY AGE

	<u>Allamakee</u>	<u>Clayton</u>	<u>Fayette</u>	<u>Howard</u>	<u>Winneshiek</u>
Under 5 years	1,215	1,629	2,163	853	1,649
5 to 9 years	1,556	2,062	2,693	1,175	2,175
10 to 14 years	1,700	2,307	2,855	1,283	2,323
15 to 19 years	1,407	1,817	2,734	998	2,717
20 to 24 years	707	974	1,693	422	1,897
25 to 29 years	726	1,013	1,261	547	953
30 to 34 years	636	935	1,231	473	938
35 to 39 years	651	1,003	1,259	531	961
40 to 44 years	740	1,143	1,338	637	1,055
45 to 49 years	831	1,124	1,498	632	1,093
50 to 54 years	851	1,221	1,487	750	1,079
55 to 59 years	811	1,201	1,515	699	1,010
60 to 64 years	743	1,107	1,306	662	983
65 to 69 years	673	964	1,162	564	941
70 to 74 years	648	806	1,055	511	836
75 to 79 years	512	633	820	366	563
80 to 84 years	310	392	529	282	319
85 years and over	251	275	299	147	276
65 years and over	2,394	3,070	3,865	1,870	2,935
% 65 years and over	.16	.15	.14	.16	.13

Source: 1970 Census of Population, Iowa,
General Population Characteristics, Table 35

Region I does have a high percentage of people under 18 years of age. This group of persons must be taken into account by the transit planner. This group is important because of the fact that many of these people must be dependent either on transit services or other individuals to transport them from one locality to another. Incomes in the region average approximately \$1,700 less than the median income for the entire state. Whereas, the percent of families with poverty level incomes has a much higher incidence in each of the five counties in Region I than the rest of the state.

The Upper Explorerland Regional Planning Commission

The Upper Explorerland Regional Planning Commission was created by the Boards of Supervisors and County Engineers of Allamakee, Clayton, Fayette, Howard, and Winneshiek Counties in 1972. The Commission was formally organized by the adoption of the Articles of Agreement in November, 1972. It was staffed in February, 1973. The Upper Explorerland Regional Planning Commission office is located in Postville, Iowa.

The overall purpose of the Regional Planning Commission is to serve and strengthen local governments by providing a "louder" voice when dealing with State and Federal agencies and to give member governments a professional capability, which is usually not available on an individual basis.

The Regional Planning Commission has the power and duty to make comprehensive studies and plans for the development of the area it serves which will guide the unified development of the area and which will eliminate planning duplication and promote economy and efficiency in the coordinated development of the area.

There are three basic functions which the Regional Planning Commission carries out for its member governments; these are:

1. Long Range Planning. The Regional Planning Commission can provide the capability for the development of long-range goals and objectives for the region.
2. Management. The Regional Planning Commission can provide an administrative home for federal grant-in-aid programs which must be carried out on a multi-county basis and also serves as the A-95 Regional Clearinghouse.
3. Technical Assistance. The Regional Planning Commission can provide a planning capability to member governments of which individually they could not afford.

The planning program provides for the orderly use of resources and a consequent public savings of monies. The Regional Planning Commission is a voluntary association, and its success depends on the involvement and action of member government.

The Regional Planning Commission has signed a contractual agreement with the Iowa Department of Transportation to do the transit planning for the Region. In 1977 a Regional Transit Development Program Document was prepared, and in 1978 an update was prepared. This document will provide still further refinement to that original document.

The agency in this region which has been designated as the transit administrative agency is the Area I Agency on Aging located at the North Campus of the Area I Vocational-Technical School in Calmar, Iowa. The director of the AAA (Area Agency on Aging) is George Pfister.

The function of the AAA (Area Agency on Aging) is to coordinate the transit services of the region. They also qualify as the recipient of funds from the Iowa D.O.T. to help support their transit efforts. While the AAA acts as the administrative agency, the operation of the transit system is handled by the Northeast Iowa Community Action Program, located in Decorah. Operations for the majority of the region's transit system is handled by the Community Action Program and their transportation coordinator, Catherine Irons. The Community Action Program is responsible for the operation of the Country Travellers Transit System, which transports elderly and handicapped residents of the region. The Community Action Program is also responsible for the Nutrition transportation program and the Headstart transportation program.

The AAA is currently responsible for applying for and distributing funds used to support the Country Traveller Transit System as well as the Nutrition program transportation program.

There is a rather unique and close relationship which has developed in Region I with respect to the Upper Explorerland Regional Planning Commission and the Area Agency on Aging (transit administrative agency) The Regional Planning Agency has worked closely with the AAA since the initiation of transit planning in the Region. The relationship extends also to the operating agency, the Community Action Agency. Both monthly and quarterly reports are submitted by the operating and administrative agencies to the Regional Planning Commission.

The transit advisory group has also been extremely helpful with both the Regional Planning Commission's efforts, and efforts initiated by the transit administrative agency, especially with respect to forming a regional transit authority.

The transit advisory group is comprised of approximately sixteen (16) members. Members represent all agencies who supply transportation in the region, as well as agencies who are responsible for the transit network of the region in some aspect or another. Also included are representatives from two private cab companies and a private bus company.

The following is a list of representatives and/or the agency or company they represent:

TRANSIT ADVISORY GROUP

1. Mary Bolks
Northeast Iowa Developmental Center
Waukon, IA 52172
2. Glendalu Wuest
Winneshiek Developmental Center for
Adult Handicapped Individuals
Decorah, IA 52101
3. Dick Waggoner
Northeast Iowa Community Action Program
Courthouse
Decorah, IA 52101
4. Catherine Irons
Northeast Iowa Community Action Program
Courthouse
Decorah, IA 52101
5. Anne Gerheart
Headstart Coordinator
Northeast Iowa Community Action Program
Courthouse
Decorah, IA 52101
6. Ed Hover
Iowa Department of Social Services
126 College Street
Decorah, IA 52101
7. Norma Casper
Retired Senior Volunteer Program
(RSVP)
Decorah, IA 52101
8. Comprehensive Systems
Elma, IA 50628
9. Bernard White
Scenic Hawkeye Stages
Decorah, IA 52101
10. Howard Carolan
Decorah Taxi Service
RR 3
Decorah, IA 52101
11. Barb Collins
Oelwein Taxi Service
14 Second Avenue NW
Oelwein, IA 50662
12. Odel Solem
District Transportation Planner
Iowa Department of Transportation
Box 741
Mason City, IA 50401
13. Delores Maddigan
Nutrition Coordinator
Northeast Iowa Community Action
Program
Courthouse
Decorah, IA 52101
14. Todd Hammond
Fayette County Work Activity Center
Hwy 150 South
Oelwein, IA 50662
15. Jerry Dumke
Upper Explorerland Regional
Planning Commission
Postville, IA 52162
16. Clayton County Adult Handicapped
Program
Clayton County Care Facility
Garnavillo, IA 52049
17. George Pfister
Area Agency on Aging
Calmar, IA 52132

The Area Agency on Aging's policy board is largely responsible for the direction that the AAA takes in supplying transit services in the region. This control is derived from the fact that the AAA policy board is responsible for the allocation of transit monies, including I.D.O.T. money as well as Title III and Title VII funds obtained through the Older Americans Act of 1965. In basic terms, they hold the purse strings.

The Regional Planning Agency's Policy Board is responsible for the direction the Planning Agency takes with respect to the planning done for transit in the region.

Both policy boards work closely together and are knowledgeable about what each other is doing.

The general intent of the on-going planning process is quite simple; it is to provide the best transit system, to help the most people, for the least amount of expenditures possible.

To be included:

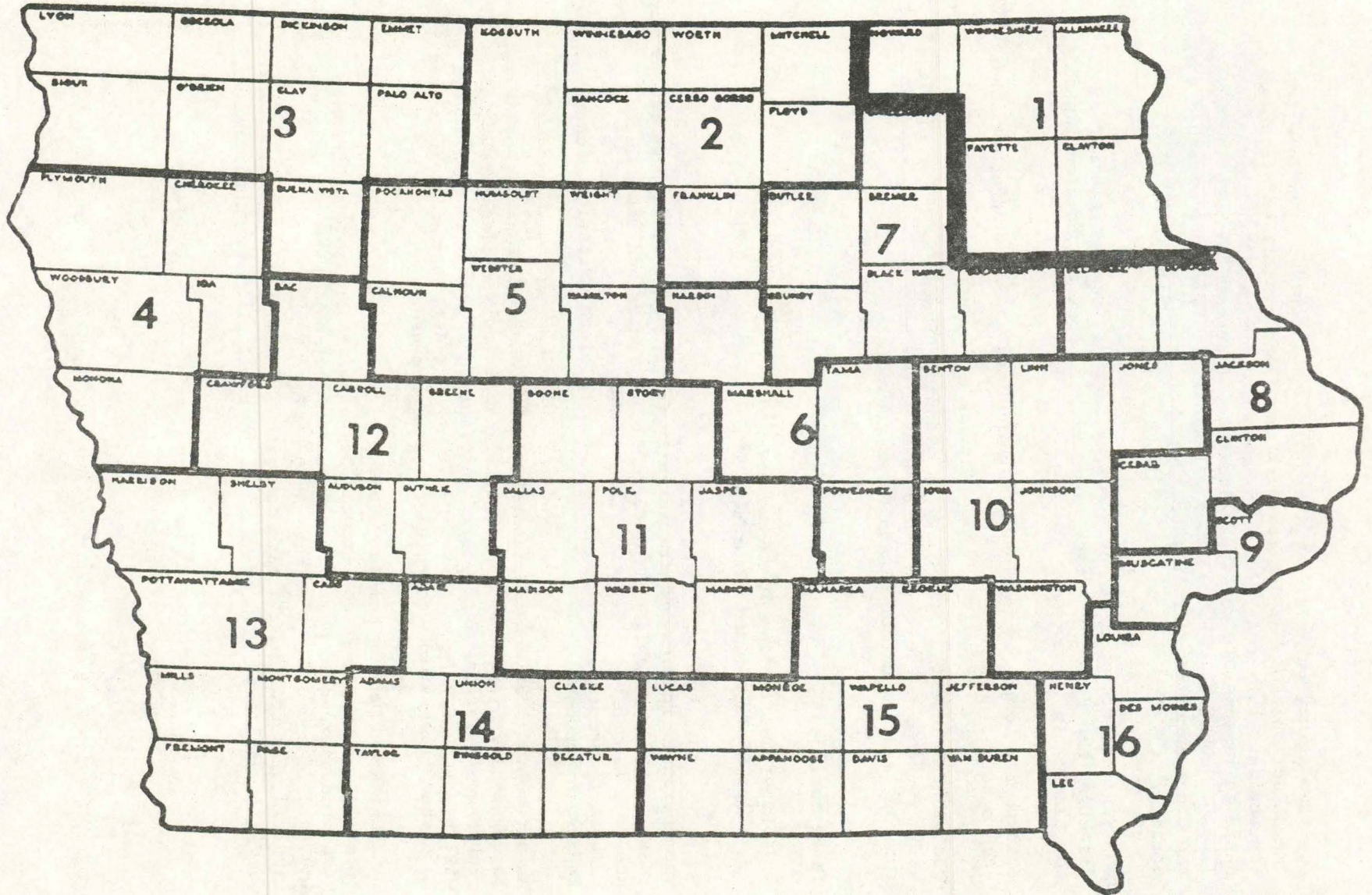
1. Brief description of each section.
2. List of Tables and figures.

The optional transit planning activity for Region I will study the possibility of establishing additional bus routes and schedules to meet the demand of workers who live in Region I, but who at the present time must commute from their local area to either Waterloo, Cedar Rapids, or Dubuque.

An attempt will be made to identify large concentrations of employees in Region I who are employed at either Waterloo's, Cedar Rapids', or Dubuque's largest employers. Information gathered in this study will be presented to the bus lines that currently operate in the area to encourage services conducive to these commuter groups.

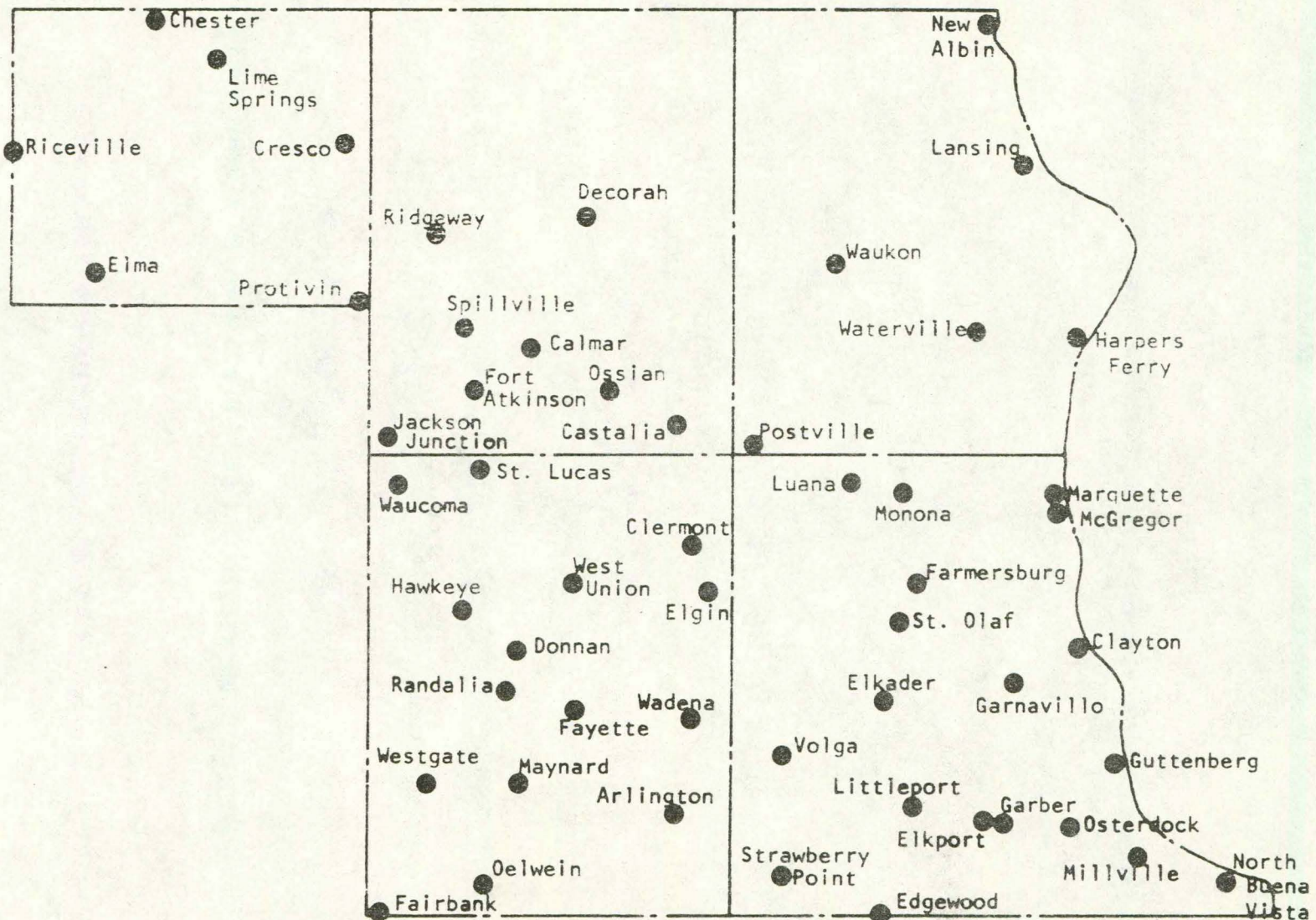
The Regional Planning Commission hopes such a study will mean the establishment of additional routes by bus lines so as to meet the present and expected demand for transit services. With the expenses involved in operating a private automobile, as well as the problems involved with traffic and parking in the SMSA's the Regional Planning Commission believes transit to be a viable solution to such problems.

IOWA REGIONAL PLANNING DIVISIONS



UPPER EXPLORERLAND

REGION I



SECTION II - EXISTING CONDITIONS

A. Socio-Economic Data

The following two tables both illustrate that there are substantial percentages of people over 65 and under 18 years of age in both the urban and rural areas. For the region as a whole, approximately 40 percent of all urban residents are either under 18 or over 65 years of age. For the rural areas of Region 1, approximately 50 percent of all residents are either below 18 or over 65 years of age.

Concerning the data on poverty level, Howard County seems to be suffering the most. It leads all counties in all categories except Allamakee County, which has a higher percentage of both rural families and individuals below the poverty level.

All counties have at least 60 percent of their population considered rural, with Clayton County being considered totally rural, according to the U.S. Census Bureau requirements.

The density, both urban and rural, are quite low in both categories.

Region I, as was stated previously, is considered rural. The rural density for the entire region is very low, ranging from 16.5 persons per mile for Howard County to 27.8 persons per mile for Clayton County. It must also be remembered that Clayton County does not contain any areas that are considered urbanized. The average rural density for the region is only 22 persons per mile.

The urban density for the region is also quite low, ranging from 231.1 persons per mile in Allamakee County to 460.4 persons per mile in Winnebago County. The region has an average urban density of 329.4 persons per acre.

These figures are important because of the fact that the lower the density, whether it be urban or rural, the more difficult it is to make a transit system work efficiently.

REGION

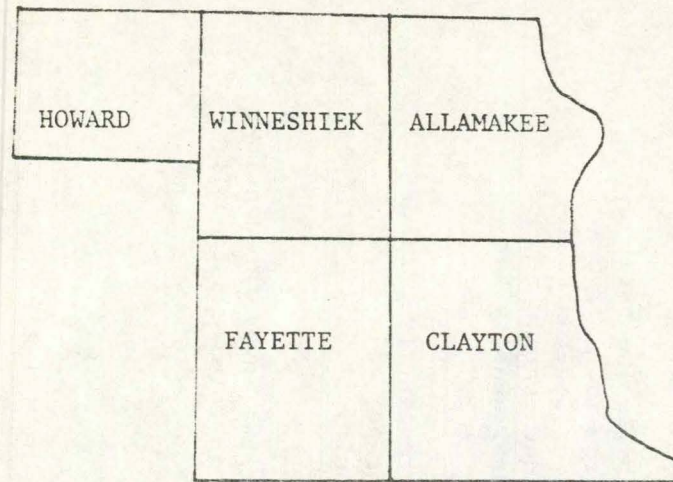


TABLE I

URBAN SOCIO-ECONOMIC DATA*

Counties	Total Population 1970	Urban Population 1970	Urban %	Urban Area (sq. miles)	Urban Density (pop./ml.)	Urban Income Less Than Poverty Level **				Urban Age Characteristics			
						Families	%	Individual	%	Over 65	%	Below 18	%
Allamakee	14,968	3,883	25.9	16.8	231.1	80	7.9	498	12.8	902	23.2	1,213	31.2
Clayton***	20,606	--	--	--	--	--	--	--	--	--	--	--	--
Fayette	26,898	10,359	38.5	29.3	353.5	267	9.8	1,231	11.9	1,811	17.5	3,466	33.5
Howard	11,442	3,927	34.3	15.5	253.4	153	15.5	709	18.1	884	22.5	1,208	30.8
Winneshiek	21,758	7,458	34.3	16.2	460.4	144	9.4	715	9.6	1,213	16.3	1,619	21.7
Region Total	95,672	24,627	26.8	77.8	329.4	644	10.3	3,153	12.3	4,810	18.8	7,506	29.3

*Urban characteristics as defined by the 1970 U.S. Census of Population

**Poverty Level as defined by the 1970 U.S. Census of Population

***Clayton county urban areas (as defined by the U.S. Census Bureau).

REGION

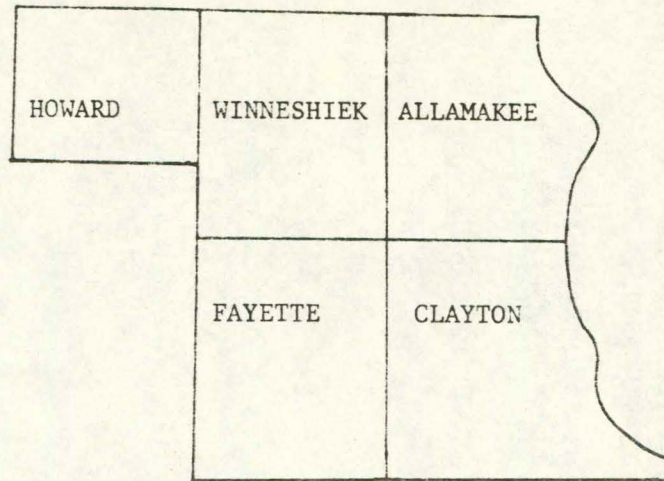


TABLE II

RURAL SOCIO-ECONOMIC DATA*

Counties	Total Population 1970	Rural Population 1970	Rural %	Rural Area (sq. miles)	Rural Density (pop./mi.)	Rural Income Less Than Poverty Level **				Rural Age Characteristics			
						Families	%	Individual	%	Over 65	%	Below 18	%
Allamakee	14,968	11,085	74.1	604.7	18.3	490	18.5	2,622	23.7	1,492	13.5	4,267	38.5
Clayton	20,606	20,606	100***	739.9	27.8	773	14.7	3,559	17.3	3,070	14.9	7,279	35.3
Fayette	21,898	16,539	61.5	697.8	23.7	602	14.9	2,654	16.0	2,054	12.4	6,021	36.4
Howard	11,442	7,515	65.7	455.5	16.5	335	17.0	1,465	19.5	986	13.1	2,847	37.9
Winneshiek	21,758	14,300	65.7	671.8	21.3	382	10.9	2,059	14.4	1,722	12.0	5,802	40.6
Region Totals	95,672	70,045	73.2	3,169.7	22.0	2,582	14.8	12,359	17.6	9,324	13.3	26,216	37.4

*Non-urbanized characteristics as defined by the 1970 U.S. Census of Population

**Poverty Level as defined by the 1970 U.S. Census of Population

***Clayton County does not have any urban areas (as defined by the U.S. Census Bureau).

B. Existing Transit Operation

The following information was requested from all existing transit operations and systems known to exist in the region. This table differs from last year's table in that there is information from two additional services, Oelwein Cab Company and the Adult Handicap Program from Clayton County. No information was supplied by the Decorah Cab Company.

At this time, there is one program considered to be in compliance. It is considered to be in compliance because it has either financial or operational understandings (contractual agreements) with the administrative agency. The program, the Country Traveller Transit System, is composed of the elderly transit, nutrition transit, and handicapped transit services.

Those programs not in compliance but submitting some or all of the data needed for this report are: Headstart Transportation (C.A.P.), Crosslines Council, Northeast Iowa Developmental Center, Winneshiek Developmental Center, Comprehensive Systems, Fayette County Work Activity Center, Clayton County Adult Handicapped Program, and Oelwein Cab Company.

These programs are not considered in compliance, but it is expected that at least three of these operations will be brought into compliance during FY 80.

The following two charts will list capital and operational characteristics for all transit operations in the region. The first chart will list those programs in compliance. The system known as the Country Traveller Transit System (C.T.T.S.) is operated by the Community Action Program and is comprised of the elderly, handicapped, and nutrition transit services. The second chart will contain all transit services in the region presently not in compliance.

TRANSIT OPERATIONS - CAPITAL & OPERATIONAL CHARACTERISTICS

TARGET GROUPS - Designate by Type: (E) Elderly, (H) Handicapped, (G) General Public, (C-HS) Client-Head Start, (C-H) Client-Handicapped
(C-E) Client Elderly, (C-O) Client-Other

Type of Service - Designate by Type: (F) Fixed Route, (M-F) Modified-Fixed Route, (D) Demand-Response, (R) Reservation

TABLE III

REGIONAL
IN COMPLIANCE

Name of Service	Service Area	Target Group	Type of Service	No. of Buses	No. of Vans	No. of Station Wagons	No. of Cars	No. of Other Types of Vehicles	Total No. of Vehicles	No. of Vehicles Accessible to Handicapped	Type of Special Equipment (Describe)	No. of Standard Seating Capacity	No. of Spaces for Persons in Wheelchairs	Total No. of Seating Capacity on all Vehicles	Radio Dispatch Center	Total No. of Annual Revenue Miles	Days of Operation	Hours of Operation	Average Daily Passengers	Annual Passengers	No. of Paid Staff	No. of Volunteer Staff	Fare Structure
				A	B	C	D	E	A+B+C+D+E	F	G	H	G+H	Total No. of Annual Revenue Miles	Days of Operation	Hours of Operation	Average Daily Passengers	Annual Passengers	No. of Paid Staff	No. of Volunteer Staff	Fare Structure		
Country Traveller Transit System (N.E. Iowa Community Action Program)																							
1) Elderly & Nutrition Transit	Region I	E	M-F R	0	5	0	5	0	10	0	--	104	0	104	c.b.'s	248,500	5/wk	vans cars 8/day 3/day	84	36,373	7	55	Donation
2) Handicapped Transit	Region I	H	D,R	0	1	0	0	0	1	1	Lift	4	3	7	c.b.'s	23,568	5/wk	8/day	3	1,914	1	13	Donation
Sub-Total	Region I	--	--	--	6	0	5	0	11	1	1 Lift	108	3	111	--	272,068	--	--	87	38,287	8	68	--

TRANSIT OPERATIONS - CAPITAL & OPERATIONAL CHARACTERISTICS

TARGET GROUPS - Designate by Type: (E) Elderly, (H) Handicapped, (G) General Public, (C-HS) Client-Head Start, (C-H) Client-Handicapped
(C-E) Client Elderly, (C-O) Client-Other

Type of Service - Designate by Type: (F) Fixed Route, (M-F) Modified-Fixed Route, (D) Demand-Response, (R) Reservation

TABLE IV

Regional Not In Compliance		Target Group	Type of Service	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	
Name of Service	Service Area			No. of Buses	No. of Vans	No. of Station Wagons	No. of Cars	No. of Other Types of Vehicles	Total No. of Vehicles A+B+C+D+E	No. of Vehicles Accessible to Handicapped	Type of Special Equipment (Describe)	No. of Standard Seating Capacity	No. of Spaces for Persons in Wheelchairs	Total No. of Seating Capacity on all Vehicles G+H	Radio Dispatch Center	Total No. of Annual Revenue Miles	Days of Operation	Hours of Operation	Average Daily Passengers	Annual Passengers	No. of Paid Staff	No. of Volunteer Staff	Fare Structure			
N.E. Iowa Developmental Center	Allamakee, NE Fayette Counties	C	M-F	0	2	1	0	0	3	3	--	30	0	30	--	Approx. 70,000	5/wk	8/day	19	4,940	2	1	Title			
Winneshiek Developmental Center	Winneshiek County	C	M-F	0	1	0	0	0	1	1	--	15	0	15	1	37,500	5/wk	5/day	18	4,590	1	0	Title			
Comprehensive Systems, Incorporated	Howard, Mitchell, Floyd Counties	C	F, D, R	2	4	0	0	3	9	6	Lift	86	12	98	yes	Approx. 100,000	7/wk	6 a.m. 8 p.m.	35	9,500	6	0	Actual			
Work Activity Center	Fayette County	C	M-F	0	1	0	0	0	1	1	--	8	1	9	--	*	5/wk	8-3	8	2,000	1	0	Title			
Adult Handicap Program	Clayton County	H	F	0	1	0	0	0	1	1	Lift	7	2	9	--	19,000	4/wk	10/day	7	1,750	4	0	Title			
Oelwein Taxi Service	Oelwein	G	D	--	--	--	1	--	1	--	--	5	--	5	yes	30,000	6 days a week	6 a.m. 6 p.m.	25	8,875	2	--	\$1.50 per			

CONTINUED ON FOLLOWING PAGE

* Program has just started 12/1/78

TRANSIT OPERATIONS - CAPITAL & OPERATIONAL CHARACTERISTICS

TARGET GROUPS - Designate by Type: (E) Elderly, (H) Handicapped, (G) General Public, (C-HS) Client-Head Start, (C-H) Client-Handicapped
(C-E) Client Elderly, (C-O) Client-Other

Type of Service - Designate by Type: (F) Fixed Route, (M-F) Modified-Fixed Route, (D) Demand-Response, (R) Reservation

TABLE IV (Continued)

Name of Service	Service Area	Target Group	Type of Service	No. of Buses		No. of Station Wagons	No. of Cars	No. of Other Types of Vehicles	Total No. of Vehicles A+B+C+D+E	No. of Vehicles Accessible to Handicapped	Type of Special Equipment (Describe)	No. of Standard Seating Capacity	No. of Spaces for Persons in Wheelchairs	Total No. of Seating Capacity on all Vehicles G+H	Radio Dispatch Center	Total No. of Annual Revenue Miles	Days of Operation	Hours of Operation	Average Daily Passengers	Annual Passengers	No. of Paid Staff	No. of Volunteer Staff	Fare Structure
				A	B																		
Headstart Transportation (N.E. Iowa Community Action Program)	Region I	HS	M-F	0	0	7	0	0	7	0	--	63	0	63	--	n/a	5/wk	8-9:30 12-3:30	98	17,640	7	0	--
Crosslines Council R.S.V.P. Decorah	Decorah Winneshiek County	E	D	0	1	0	0	0	1	0	--	11	0	11	--	n/a	5/wk	4/day	15	3,750	1	0	--
Decorah Cab Company	Decorah	G	D	-----NO RESPONSE-----																			
Sub-Total		--	--	2	10	8	1	3	24	12	2 Lifts	225	15	240	--	256,500	--	--	225	53,045	24	1	--

Regional
Not in Compliance

**TRANSIT OPERATIONS
COMPLIANCE STATUS**

TABLE V

"x" if yes

Area Agency on Aging (Administrative Agency)	28E Agreement	Crosses urban/ regional boundary	Crosses regional boundary	Crosses state boundary	Consumer	Provider	Consolidated	Sub-contract w/out prior DOT approval	Sub-contract with prior DOT approval	Receiving Public Money
	X Funding Commitment									
(Agency Name) IN COMPLIANCE	Taxing Powers									
	Interlaces with: Large Urban System(s)									
	Small Urban System(s)									
	Intercity carrier(s)									
1. Country Traveller Transit System (C.T.T.S) Northeast Iowa Community Action Program Decorah, IA						X	X		X	X
2.										
3.										
4.										
5.										
6.										
7.										
8.										
9.										
10.										
11.										
12.										
13.										
14.										
15.										

TRANSIT OPERATIONS COMPLIANCE STATUS

List all large & small urban; rural; private, non-profit; public operations in the Region.

List transit operations under the category showing their current status as of
(date)

"x" if yes

NOT IN COMPLIANCE

TABLE VI

Services/Programs Operating Independently	Crosses urban/ regional boundary	Crosses regional boundary	Crosses state boundary	Receiving Public Money	Date of Anticipated Coordination
1. N.E. Iowa Developmental Center (Waukon, Iowa)				X	Unknown
2. Winneshiek Developmental Center (Decorah, Iowa)				X	Unknown
3. Comprehensive Systems, Inc. (Elma, Iowa)		X		X	Unknown
4. Fayette County Work Activity Center (Oelwein, Iowa)				X	Unknown
5. Adult Handicapped Program				X	Unknown
6. Oelwein Elderly Taxi Service (Oelwein Taxi Service, Oelwein, Iowa)					FY 80
7. Decorah Taxi (Decorah, Iowa)					Unknown
8. Crosslines Council R.S.V.P. (Decorah, Iowa)				X	FY 80
9. Headstart Transportation - Community Action Program (Decorah, Iowa)				X	FY 80
10.					
11.					
12.					
13.					
14.					
15.					

C. Population and Transportation Characteristics of Housing Units, Organizations and Agencies:

The following table is the result of a study done by the Regional Planning Commission to investigate facilities which require transit for its inhabitants. The results seem to point out that perhaps more should be done to provide more transportation for these facilities. The results also point out that there is a definite need for more transit primarily to facilities such as those listed in the table.

**POPULATION AND TRANSPORTATION CHARACTERISTICS OF HOUSING
UNITS, ORGANIZATIONS AND AGENCIES**

TABLE VII

County or Urban Area	Name of Facility	Current Population	# And % Not Able To Use Regular Transit	Present Transportation Used	Transportation Needs	Remarks
Allamakee County	Good Samaritan Center (Postville)	60 60E 45H	54 (90%)	Private auto	Satisfied	Residents are apprehensive to get out.
	Northgate Manor (Waukon)	78 78E 39H	47 (60%)	Private Transporta-	Felt needs not being met.	Upset with present system. Private van available at \$2.00 fee.
	Good Samaritan Center (Waukon)	109 109E 55H	16 (15%)	Volunteers	None	None
	Allamakee Co. Home	62 25E 62H	62 (100%)	Private auto & bus	Need more vehicles	Need more transportation.
	Thornton Manor Nursing Center (Lansing)	58 58E 40H	6 (10%)	Private autos	Absolutely NOT being met.	Need more transportation.
	Clayton County	Elkader Care Facility	51 51E 18H	51 (100%)	Private autos and volunteers	Satisfied
Great River Care Center		49 49E 10H	5 (10%)	Private autos and volunteers	Still need more transit.	More public transit could be used to meet needs.
Riverview Care Center (Guttenberg)		92 92E 70H	73 (80%)	family and facility	very little	---
Lutheran Home (Strawberry Point)		92 92E 18H	55 (60%)	C.A.P vans used at times Private	More needs could be met by transit.	Perhaps a van could be set up to serve the care centers.
Clayton County Home (St. Olaf)		76 38E 38H	8 (10%)	Private Clayton Co. Handicapped van	None	---
Fayette County	Good Samaritan Center (West Union)	71 71E 21H	28 (40%)	school bus van Private	Still more transit needed.	An expansion of the present system would help.
	Totals					

**POPULATION AND TRANSPORTATION CHARACTERISTICS OF HOUSING
UNITS, ORGANIZATIONS AND AGENCIES**

TABLE VII (Continued)

County or Urban Area	Name of Facility	Current Population	# And % Not Able To Use Regular Transit	Present Transportation Used	Transportation Needs	Remarks
	Grandview Nursing Center (Oelwein)	83 80E 50H	16 (20%)	Private auto and Volunteers	Definite needs.	More service would help.
	Roberts Nursing Center (Oelwein)	61 61E 25H	7 (10%)	C.A.P. van Private transportation	Still more needed.	---
	Quam's Home (Oelwein)	13 13E --	---	Private autos, Taxi	None	---
	Maple Crest Manor (Fayette)	59 59E 35H	30 (50%)	C.A.P. van Private auto	Still need more transit.	---
Howard County	Evans Memorial Home (Cresco)	61 60E 12H	30 (50%)	Private autos, family	yes there are needs	Expanded service of vans would help.
	Frankhauser Custodial Home (Cresco)	5 5E --	---	Private auto	None	---
	Howard Co. Home	35 17E --	(50%)	Private vehicles	Mostly satisfied	Residents would use elderly vans if available.
	Colonial Manor (Elma)	45 45E 15H	33 (75%)	C.A.P. van, Volunteer, Private	None	---
Winneshiek County	Aase Haugen Home (Decorah)	113 111E 101H	109 (95%)	Private	More needs	Would definitely use more transit (Recreational)
	O.E.S. Mathilda A Barthell Home (Decorah)	43 43E 21H	32 (75%)	Private autos, Volunteers	None	---
	Totals					

**POPULATION AND TRANSPORTATION CHARACTERISTICS OF HOUSING
UNITS, ORGANIZATIONS AND AGENCIES**

TABLE VII (Continued)

County or Urban Area	Name of Facility	Current Population	# And % Not Able To Use Regular Transit	Present Transportation Used	Transportation Needs	Remarks
	Winneshiek County Home	86 29E 13H	---	Taxi, Private auto, Van	None	---
Totals		1402 1246E 688H	680 (49%)	---	---	---

SECTION III - REGIONAL TRANSIT AGENCY COMPOSITION

At the present time, the Area Agency on Aging is the recipient of Iowa D.O.T. funds and by resolutions from the five county boards of supervisors administers this money. The AAA, therefore, acts as the transit administrative agency and has the responsibility of having the administrative work of this region's transit agency.

The operations are handled by the Northeast Iowa Community Action Program located in Decorah. The AAA subcontracts all operational responsibilities to the Community Action Program. This includes all senior citizen transit, transportation to the nutrition sites in the region, and a handicapped transit service, which has just started operations recently. It should also be pointed out that some of the administrative responsibilities fall back on the Community Action Program. The planning responsibilities are left to the Upper Explorerland Regional Planning Commission.

In the following section, the questions concerning administrative responsibilities will be addressed primarily toward the Area Agency on Aging, but some of the questions will also be directed toward the Community Action Program, as some of the administrative work is also handled by them. The questions concerning operations will be directed toward the Community Action Program. All questions concerning planning will be directed toward the Upper Explorerland Regional Planning Commission.

At the time this update is being prepared, the existing transit system in Region I is undergoing a major change. All agencies in the region involved in transit, as well as other agencies with interests in transit, have been discussing the possibility of formation of a Regional Transit Authority (R.T.A.). The county boards of supervisors from the five involved counties (Allamakee, Clayton, Fayette, Howard, and Winneshiek), the Upper Explorerland Regional Planning Commission, and Iowa D.O.T. officials are all involved in preparations.

Upper Explorerland Regional Planning Commission sponsored a meeting on Thursday, January 19, 1979. Participants included the supervisors from the five involved counties, the Area Agency on Aging, the Area One Voc-Tech School, Regional Planning Commission, Community Action Program, and other concerned agencies. The feelings from the meeting were that the Community Action Program should probably assume full administrative responsibilities. Even though the AAA is the designated transit administrative agency, the C.A.P. Agency at this time must do some of the administrative work. The C.A.P. Agency now handles the operational responsibilities, so it would seem logical for them to also have all administrative responsibilities also. The proposal will be discussed at the next Community Action Program Board meeting.

R.T.A. ADMINISTRATION

A. Administration

1. Describe the degree of regionalism existing in your area.

There are currently nine (9) programs operating in Region I which supply some form of transit to the region. (This does not include the two (2) private taxi companies which operate in Oelwein and Decorah.) The Country Traveller Transit System, which is operated by the Community Action Program, provides transit services for the elderly and for the nutrition sites located throughout the Region. The Community Action Program also operates two other services, the Handicapped Transit Service which operates throughout the entire Region, and Headstart Transportation which operates throughout the Region to transport clients to the Headstart centers. These are the only three services which provide transit services to the entire Region, and they are all operated by the Community Action Program.

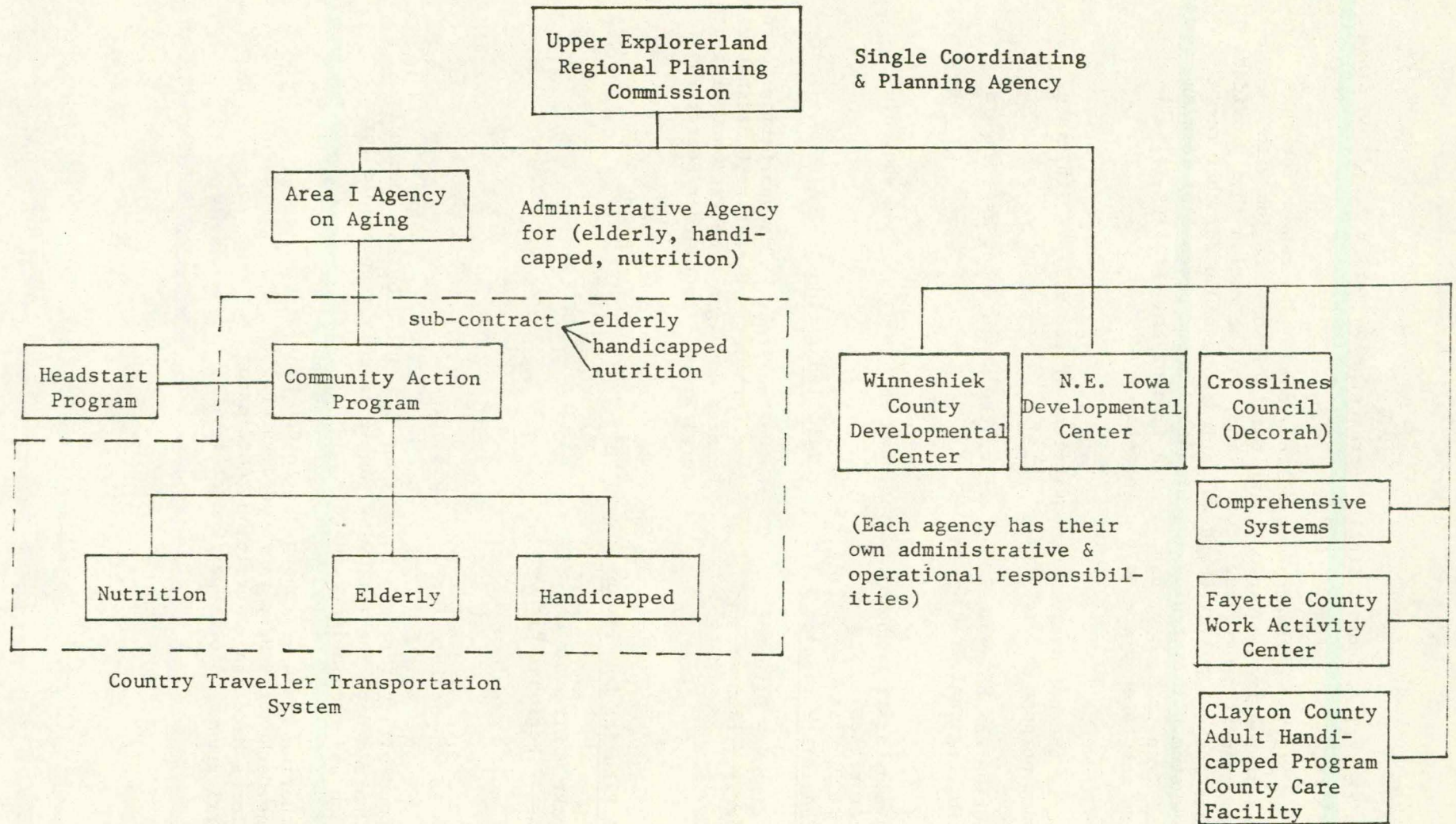
There are also two developmental centers, one in Decorah and one in Waukon, who provide transit services to their respective clients. The N.E. Iowa Developmental Center in Waukon has a service area which includes Allamakee and N.E. Fayette Counties. The Winneshiek Developmental Center in Decorah services only clients in Winneshiek County.

In addition to the previously listed transit services four (4) other agencies provide transit services to parts of the Region. Crosslines Council operates a transit service in relationship to their R.S.V.P. program located in Decorah and primarily serve only the City of Decorah. Comprehensive Systems, Incorporated, from Elma provide service to their clients only in parts of Howard County. Fayette County has also recently opened a work activity center in Oelwein which will provide transit service to its clients who come from Fayette County. Clayton County also operates an Adult Handicapped Program and provides transit services to adult handicapped residents of Clayton County.

2. Provide a page showing, in graph form, the organizational structure of the R.T.A. Graph on following page.

ORGANIZATIONAL STRUCTURE OF THE REGIONAL TRANSIT SYSTEM

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3. Does the R.T.A. have a Single Representative Policy Board? Explain briefly.

There is no single representative policy board. The reason for this is because of the fragmentation which exists in this region with respect to transit providers. Each agency in the region that provides transit has its own policy board which is responsible for that respective system. This region is currently in the process of forming a Regional Transit Agency; but at the time of this writing, finalization has not taken place on the formation.

4. What is the definitive responsibility of the R.T.A.? (By-laws, agency purpose and roles.)

This question can be answered by saying there are none, as there is no existing Regional Transit Agency.

5. How many staff members are included in the R.T.A. and what are their titles?

A.A.A. (administrative)

George Pfister - Director
Joyce Eperly - Planner

C.A.P. (operations)

Catherine Irons - Transportation Coordinator
Anne Gerheart - Headstart Coordinator
Delores Maddigan - Nutrition Coordinator
Terri Brown - Bookkeeper/Secretary

Regional Planning Commission (planning)

Jerry Dumke - Director
Rick Ernst - Regional Planner

6. Who is responsible for data collection?

The responsibility for data collection is handled by the Community Action Program with the following people largely responsible for collection and tabulation of data:

Catherine Irons - Transportation Coordinator
Anne Gerheart - Headstart Coordinator
Delores Maddigan - Nutrition Coordinator
Terri Brown - Bookkeeper/Secretary

B. Finance

1. Explain how the R.T.A. has consolidated administrative expenses.

At the time of this report, very little actual consolidation of administrative expenses has taken place. It is anticipated, however, that with the formation of a Regional Transit Authority, which will probably mean that all functions will be handled by the Community Action Program, a consolidation as well as a more coordinated administrative effort will result.

2. Explain the bookkeeping system; is it centralized, etc.?

The bookkeeping system is somewhat decentralized at the present time. The problem exists because of the fact that the AAA (transit administrative agency) applies for and receives most of the money used for the system's operation. While at the same time, the C.A.P. agency also applies for some of the money for operations. At the same time, the AAA subcontracts all operations to the C.A.P. agency. Thus, you have many different sources of money going to two different agencies (AAA & C.A.P.) and then the money is transferred between the two agencies.

3. Briefly describe the insurance coverage for the R.T.A.

Insurance is put up for bids each year. The current insurer is American Inter-Insurance Exchange, Indianapolis, Indiana. The insurance is a fleet policy which covers all of the C.A.P. vehicles. The coverage includes:

- 100,000/300,000 Bodily injury
- 50,000 Property Damage (\$500 deductible)
- Uninsured Motorist
- Comprehensive (\$100 deductible)
- Collision (\$500 deductible)

C. Operations

1. Describe the level of service of the R.T.A. by program, county, and type of service.

The Country Traveller Transit System (C.T.T.S.) consists of 5 aging vans, 1 handicapped van, and 5 nutrition cars.

The aging vans service the entire five county area with one van located in each county to serve that county. The elderly van focuses their attention on elderly riders but will accept any rider on a space available basis. The vans operate on a modified fixed route. Their schedules are subject to change every month depending on response or previously made reservation.

The handicapped van services all five counties on a demand responsive set up. The van operates in each county 1 day a week.

The nutrition cars are located in 5 cities which also have nutrition centers for the elderly. These cities are: Cresco, Waukon, Oelwein, Postville, and McGregor. The service is by reservation.

2. Describe the coordination of services among the various operators within the R.T.A.

At the present time, R.S.V.P. is the only service which has been able to totally coordinate services. It supplies needs to elderly residents in Decorah, and handles some of the C.T.T.S. service at times within the city of Decorah.

The Oelwein Cab. Co. hopes to coordinate in the near future and supply discounted rides to elderly in Oelwein in cooperation with the Transit Administrative Agency.

3. Does the R.T.A. have a coordinated dispatching center?

In Decorah the C.T.T.S. headquarters provide a central dispatch center. They also use a system of 55 volunteers through the 5 counties taking reservations.

Routes and schedules are reviewed every month.

4. Describe the existing employee training program.

All drivers are required to take the following courses:

- Red Cross
- Defensive Driving Course (Area I Voc-Tech School)
- National Safety Defensive Driving Course (Iowa State Patrol)
- Adventures in Attitude Course
- E.E.O. training

5. Does the R.T.A. provide any intercity feeder services?

C.A.P. and Scenic Hawkeye Stages have an agreement where the Scenic Hawkeye Stages handle most charter trips. Also, the C.T.T.S. tries to coordinate schedules so that riders will be in towns where they can transfer to bus lines running through the region.

6. Explain the R.T.A. maintenance program.

Maintenance is done locally in each county by a local garage. It is bid out to the local garages once a year.

D. Planning

1. Describe the role of the R.T.A. in relationship to the planning process.

There is presently a close working relationship between the C.T.T.S. (operational agency), the AAA (the administrative agency) and the R.P.C. With the initiation of a new transit administrative agency, that being the Community Action Program, the planning process should become easier. The C.A.P. will handle both administrative and operations and will work closely with the R.P.C. It is expected that the Transit Advisory Committee will become more involved as more and more of the agencies come into compliance. Thus all agencies responsible for transit will be very much involved making the planning process more efficient.

E. Marketing

1. Does the R.T.A. have a marketing program?

Brochures are issued each month with the schedules put in all local newspapers and on radio spots.

Currently, low income riders are given special discount tickets.

SECTION IV. OBJECTIVES, SUB-OBJECTIVES (ACTION PLANS)

In Region I we are concerned with the continuation and development of our regional transit system. Therefore, our most important priority will be the establishment of our Regional Transit Agency. It is the feeling in this Region that the establishment of the R.T.A. (Regional Transit Agency) is the most important step we must take. Because of this belief the established objectives and sub-objectives will all be interrelated with the establishment and start up of a Regional Transit Agency.

Each work item should correspond to one or more deficiencies which currently exist in the region. The most important deficiency in this region is the lack of a Regional Transit Agency who will be responsible for making the effort to consolidate and coordinate all transit efforts in the region.

Because of the problems and unforeseen problems which may be encountered during and after the establishment of the R.T.A. the objectives and sub-objectives have been worked out for only FY80.

The following is a list of improvements and accomplishments which have taken place during were based toward the establishment of a Regional Transit Agency. While perhaps not all of the objectives were met, it is felt that the great majority of the objectives have been realized. The most important steps which have been taken are those which are the basis and ground work for the establishment of the new Regional Transit Agency under the control of the Community Action Program who now operates the system. Under the new arrangement they will control both the Administration and operation of the regional system.

Objective I: Establish a Single Regional Transit Policy Board By
March 1, 1979

Sub-objective A: Notice will be sent to public and private carriers inviting them to participate. Target date September 14, 1978 - December 7, 1978.

When these sub-objectives were established, Jerry Dumke agreed to send out the notices for the meeting since he had received funds from DOT to plan the Regional Transit System. The notices were sent out before September 14, 1978, for the first meeting.

Sub-objective B:

All carriers to meet and work on a cooperative setup. Target Date September 14, 1978 - December 7, 1978.

The first meeting was held on September 26, 1978, with the following people attending:

Northeast Iowa Community Action Corporation

Richard Wagoner, Director

Catherine Irons, Transportation Coordinator

Ann Gerheart, Headstart Coordinator

R.S.V.P.

Norma Casper, Director

Social Services

Ed Hover, Regional Director

Scenic Hawkeye Stages

Bernhard White, Owner

Mayor

Ben Levin, Oelwein

District Transportation Planner

Odel Solum

Upper Explorerland Regional Planning Commission

Jerry Dumke, Director

IDOT

Mike Slyby, District Manager

Area I Agency on Aging

George Pfister, Director

Joyce Epperly, Program Coordinator

and other visitors

Much discussion took place at this meeting concerning the formation of a single Regional Transit System.

The group decided to think it over and have another meeting.

Sub-objective C: A representative from IDOT to assist in the purpose, planning, and formation of a Regional Transit System. Target Date September 27, 1978 - January 12, 1979.

Mike Slyby attended the September 26th meeting to give technical assistance.

Sub-objective D: Report from public and private carriers on formation of a single Regional Transit Policy Board. Target Date October 16, 1978 - January 12, 1979.

The second meeting was held October 17, 1978 with most of the public and private carriers in attendance. Attendance was about the same as listed under Sub-objective B. Mike Slyby did not attend this meeting. The carriers tentatively agreed there should be a single Regional Transit Policy Board made up of the Area I Agency on Aging, Upper Explorerland Regional Planning Commission, Social Services, Northeast Iowa Developmental Center, Winneshiek Developmental Center, Crosslines Council, Region I Coordinating Agency for the Handicapped, and private carriers.

Sub-objective E: Formation of the actual Policy Board. Target Date October 16, 1978 - January 12, 1979.

At the October 17th meeting, the carriers agreed who should be on a tentative Regional Transit Policy Board (See Sub-objective D). No actual Board was formed. The group wanted to know who would be the Regional Transit Authority before they continued with the actual formation.

Sub-objective F: If approved by carriers, Policy Board to go into effect. Target Date January 12, 1979 - March 1, 1979.

No further discussion has taken place on the actual formation of the Policy Board since the October 17th meeting. The Policy Board will most likely be formed after it is determined who will administer and operate the Regional Transit System.

On January 3, 1979, a meeting was held at the Northeast Area One Vocational-Technical School to determine how to proceed in the formation of the Regional Transit Authority. Those in attendance at this meeting were:

Northeast Iowa Community Action

Dick Wagoner, Director

Catherine Irons, Transportation Coordinator

Social Services

Ed Hover, Regional Director

IDOT

Mike Slyby, District Manager

Pam Noble, District Manager

Upper Explorerland Regional Planning Commission

Jerry Dumke, Director

Northeast Area One School

Dr. Jane C. Forster, Director, Adult and Continuing Education

Area I Agency on Aging

George Pfister, Director

Discussion continues among supervisors, individuals, and agencies to determine who will accept the responsibility of the Regional Transit Authority. At the January 18, 1979 Upper Explorerland Regional Planning Commission Board Meeting the only topic of discussion was the Regional Transit Authority. Each County Board of Supervisors has a member on the Upper Explorerland Regional Planning Commission Board. It was decided at this meeting to request the Northeast Iowa Community Action Corporation to consider assuming the responsibility of the Regional Transit Authority. Mr. Dale Reeder, Chairman of the Community Action Board and on the Allamakee County Board of Supervisors, and Mr. Mel Cannon, member of the Community Action Board and on the Howard County Board of Supervisors, were very much in favor of bringing this before the Northeast Iowa Community Action Board.

This decision was to be presented to the Northeast Iowa Community Action Board for consideration on January 22nd, but the meeting was postponed until January 30th, and again postponed to February 5th due to weather conditions. The Board of Supervisors are members or have representatives on both the Upper Explorerland Regional Planning Commission Board and the Northeast Iowa Community Action Corporation Board.

Objective II: Provide Transportation Services for Older Iowans by September 1, 1978

At the present time we have met and will continue to carry out the provisions of this Objective. The schedules are changed each month, as needed, posted, distributed to riders and others, and published in local newspapers. If and when space is available on the vans, riders under the age of 60 are allowed to ride.

Objective III: Avail Handicapped and Low-Income Residents of the Transit Services by September 1, 1978

The Sub-objectives are all in operation. The handicapped van started operation in February of 1978. This van is equipped with a lift and will accommodate three wheel chairs. The Region I Coordinating Agency for the Handicapped is doing outreach, locating and determining need, and then referring the handicapped individuals to the Country Traveler Transit System (CTTS) for transportation. If there are no requests for transportation, then nursing homes are notified of the van's availability.

Objective IV: Provide Service To the Handicapped One Day per Week in Each County by September 1, 1978

This Objective is closely related to Objective III and is in full operation. (a) The van operates one day a week in each county. (b) The Region I Coordinating Agency for the Handicapped Outreach contact handicapped and refer them to CTTS for transportation. (c) If no riders, van is made available to nursing homes.

Objective V: Eliminate Duplication by June 30, 1979

In all reports there is very little duplication in this area. Work on this Objective to start about April 1st.

- (a) The schedules of the carriers consolidated and this should help determine what changes may be necessary.
- (b) A job description written with the help of the carriers.
- (c) After study of the overlay of routes, and use of vehicles, it could indicate a need for someone responsible for the dispatching, insurance, repairs, etc.
- (d) This is hoped to be accomplished by June 30th. It would depend on the cooperation of all carriers, Boards of Supervisors, and other agencies involved.

Objective VI: Obtain Commitments for Financial Support by June 30, 1979

- (a) The Area Agency on Aging (not as the Regional Transit Authority, but on its own) is visiting with the Boards of Supervisors and requesting assistance for the program.
- (b) Since the Boards of Supervisors will be involved throughout the planning and still haven't committed any assistance, another request will be made by the Regional Transit Authority after its formation.

The previous narrative description of what has been accomplished in FY 79 by the Transit Administrative Agency brings us to where we stand at this time. As of April 1, 1979 the Northeast Iowa Community Action Corporation (N.E.I.C.A.C.) of Decorah has assumed the responsibility of being the Regional Transit Administrative Agency assuming the responsibilities previously handled by the Area Agency on Aging. The new Regional Transit Agency, comprised of the transit administration as well as the transit operations, will be under the sponsorship of the Northeast Iowa Community Action Corporation. The new Regional Transit Agency will also work closely with the Technical Advisory Committee, whose members were listed previously in this report. A Transit Administrator/Coordinator will be hired, as well as a Secretary/Bookkeeper.

During the year (FY 80) the transit administrator will handle the majority of the background work for establishing a Regional Transit Agency which will work efficiently and economically. This will include the handling of the present transit operations, the Country Traveller Transit System (C.T.T.S.) The C.T.T.S. includes the nutrition, elderly, and handicapped transit programs. During the FY 80, the Regional Transit Agency will also bring into compliance and assume transit responsibilities of four different agencies which supply transit to consumers. At this time three separate programs expect to sign third party agreements after July 1, 1979, or before; The Oelwein Elderly Taxi Service (an effort between the City of Oelwein, The Oelwein Cab. Co., and the Regional Transit Transit Agency (N.E.I.C.A.C.), the Headstart Transportation Program (presently administered and run by the N.E.I.C.A.C.), and the R.S.V.P. transportation (presently run by Crosslines Council of Decorah). At least one other agency will also come into compliance in FY 80.

The following pages include a listing of the Objectives and sub-objectives (action plans) which have been worked out by both the District Transit Manager and the Executive Director of N.E.I.C.A.C., the sponsoring agency of the new Regional Transit Agency. It is hoped that these objectives will produce greater results in obtaining the Regional Transit Goal of a single coordinated transit system for the entire region supplying transit economically and efficiently. It is the general feeling that these objectives are practical, attainable, and in accordance with allocated resources.

OBJECTIVE 1: The sponsoring regional agency (N.E.I.C.A.C.) will hire a full-time Administrator/Coordinator and a Secretary/Bookkeeper.

Subobjectives:

1. Draft a job description for the Transit Administrator/Coordinator. (Outline all duties and responsibilities) July 1-7, 1979
Rewrite job description for Secretary/Bookkeeper. July 1-7, 1979
2. Advertise for a Transit Administrator/Coordinator and for a Secretary/Bookkeeper.

Internally within N.E.I.C.A.C.	July 1-15, 1979
Externally	July 9-21, 1979

3. Interview for a Transit Administrator/Coordinator
and for a Secretary/Bookkeeper. July 21-28, 1979

4. Hire a Transit Administrator/Coordinator and a
Secretary/Bookkeeper. August 1, 1979

OBJECTIVE 2: The regional transit administrator and bookkeeper shall
develop a centralized bookkeeping and data reporting system
compatible with I.D.O.T.'s new unified data system.

Subobjectives:

1. The regional transit administrator and bookkeeper
will develop a data collection form compatible with I.D.O.T.
unified data system. August 1-30, 1979

2. Submit reports and requests for reimbursements by
the 15th of each month. August 1-15, 1979

OBJECTIVE 3: The regional transit administrator shall draft a memor-
andum of understanding between the Regional Planning
Commission and the Regional Transit Agency outlining
the roles and responsibilities of each agency.

Subobjectives:

1. Draft a memorandum of understanding. August 1-15, 1979

2. Submit to I.D.O.T. for approval. August 15-20, 1979

3. Sign the memorandum of understanding. August 20-30, 1979

OBJECTIVE 4: The regional transit administrator shall develop and execute
third party contracts with four agencies by December 31, 1979.

Subobjectives:

1. The regional transit administrator shall contact four
agencies to inform them of the transit program and to identify
and obtain their transportation needs. August 1 - October 1, 1979

2. The regional transit administrator shall analyze the data and draft third party contracts with the four agencies. October 1 - November 30, 1979

3. Sign the third party contracts. November 30 - December 31, 1979

OBJECTIVE 5: The regional transit administrator shall obtain commitments from each county for financial support for the operation and maintenance of the Regional Transit System.

Subobjectives:

1. The regional transit administrator shall determine the budget for all systems in compliance for presentation to the Technical Advisory Committee on January 1, 1980.

December 1 - January 1, 1980

2. Present budgets to the county boards of supervisors by February 1, 1980 January 1 - February 1, 1980

3. Obtain financial commitments from counties by March 15, 1980.

February 1 - March 15, 1980

OBJECTIVE 6: The regional transit administrator shall implement the Technical Advisory Committee.

Subobjectives:

1. Schedule the first meeting. August 1 - August 30, 1979

2. Administrator and committee should draft bylaws including meeting schedule, election of officers, and agenda for subsequent meetings.

August 30 - September 30, 1979

The following pages contain the planning worksheets delegating responsibilities of the Action Plan to certain agencies or individuals for FY 80. Also, the Control Charter setting up a reasonable time frame in which to accomplish the Action Plan.

PLANNING WORKSHEET

1. Objective The sponsoring regional agency (N.E.I.C.A.C.)
will hire a full-time Administrator/Coordinator
and a Secretary/Bookkeeper.

TABLE VIIIA

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirements	Assigned To	Target Dates	
				Begin	Complete
1) Draft a description for the Transit Administrator/Coordinator (Outlining all duties & responsibilities) Rewrite job description for Secretary/Bookkeeper.	I.D.O.T. Transit Manager Director of N.E.I.C.A.C.	N.E.I.C.A.C. & I.D.O.T.	Director of N.E.I.C.A.C.	7/1/79	7/7/79
2) Advertise for a Transit Administrator/Coordinator and for a Secretary/Bookkeeper. Internally within N.E.I.C.A.C. Externally	N.E.I.C.A.C. N.E.I.C.A.C. & Newspapers	Newspapers & N.E.I.C.A.C.	Director of N.E.I.C.A.C.	7/1/79 7/9/79	7/15/79 7/21/79
3) Interview for a Transit Administrator and for a Secretary/Bookkeeper.	N.E.I.C.A.C.	N.E.I.C.A.C.	Director of N.E.I.C.A.C.	7/21/79	7/28/79
4) Hire a Transit Administrator/Coordinator and a Secretary/Bookkeeper.	N.E.I.C.A.C. Director & Board	N.E.I.C.A.C.	Director of N.E.I.C.A.C.		8/1/79

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N.E.I.C.A.C. = Northeast Iowa Community Action Corporation (The sponsoring agency)

R.T.A. = Regional Transit Agency (administered & operated by N.E.I.C.A.C.)

U.E.R.P.C. = Upper Explorerland Regional Planning Commission

PLANNING WORKSHEET TABLE VIII B

2. Objective The Regional Transit administrator and bookkeeper shall develop a centralized bookkeeping and data reporting system compatible with I.D.O.T.'s new unified data system.

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirments	Assigned To	Target Dates	
				Begin	Complete
1) The regional transit administrator and bookkeeper will develop a data collection form compatible with I.D.O.T. unified data system.	I.D.O.T. N.E.I.C.A.C. R.T.A. & Regional Transit System Forms	I.D.O.T. R.T.A.	Regional Transit Administrator and bookkeeper	8/1/79	8/30/79
2) Submit reports and requests for reimbursements by the 15th of each month.	Regional Transit System & Regional Transit Administrator	Regional Transit System & Director	Regional Transit Director	8/1/79	8/15/79

PLANNING WORKSHEET

TABLE VIIIC

3. Objective The regional transit administrator shall draft a memorandum of understanding between the Regional Planning Commission and the Regional Transit Agency outlining the roles and responsibilities of each agency.

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirments	Assigned To	Target Dates	
				Begin	Complete
1) Draft a memorandum of understanding	I.D.O.T. R.T.A. - N.E.I.C.A.C. U.E.R.P.C.	Transit Administrator	Transit Administrator	8/1/79	8/15/79
2) Submit to I.D.O.T. for approval	R.T.A. - N.E.I.C.A.C. I.D.O.T.	I.D.O.T. Transit Administrator	Transit Ad- ministrator	8/15/79	8/20/79
3) Sign the memorandum of understanding	R.T.A - N.E.I.C.A.C. U.E.R.P.C.	R.T.A - N.E.I.C.A.C. U.E.R.P.C.	Transit Ad- ministrator	8/20/79	8/30/79

PLANNING WORKSHEET

TABLE VIIIID

4. Objective The regional transit administrator shall develop and execute third party contracts with four agencies by December 31, 1979

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirements	Assigned To	Target Dates	
				Begin	Complete
1) The regional transit administrator shall contact four agencies to inform them of the transit program and to identify and obtain their transportation needs.	Regional Transit Agency Four transit agencies Transit Administrator	Four transit agencies Transit Administrator	Transit Administrator	8/1/79	10/1/79
2) The regional transit administrator shall analyze the data and draft third party contracts with four agencies.	Regional Transit Agency Transit Administrator	R.T.A.	Transit Administrator	10/1/79	11/30/79
3) Sign the third party contracts.	Four transit agencies Regional Transit Agency Transit Administrator	R.T.A.	Transit Administrator	11/30/79	12/31/79

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PLANNING WORKSHEET TABLE VIII E

5. Objective The regional transit administrator shall obtain commitments from each county for financial support for the operation and maintenance of the R.T.S.

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirments	Assigned To	Target Dates	
				Begin	Complete
1) The regional transit administrator shall determine the budget for all systems in compliance for presentation to the Technical Advisory Committee.	Regional transit administrator Transit Systems in compliance Technical Advisory Committee	Regional Transit Administrator	Regional Transit ad- ministrator	12/1/79	1/1/80
2) Present budgets to county boards of supervisors	Regional transit administrator County Boards of Supervisors	Transit administrator	Transit Administrator	1/1/80	2/1/80
3) Obtain financial commitments from counties	Regional transit administrator County Boards of Supervisors	Transit Administrator	Transit Administrator	2/1/80	3/15/80

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PLANNING WORKSHEET

TABLE VIII F

6. Objective The regional transit administrator shall
implement the Technical Advisory Committee

Sub-Objective (Action Step)	Resource Requirements (Personnel, Funding, Equipment, Facilities)	Coordination Requirements	Assigned To	Target Dates	
				Begin	Complete
1) Schedule the first meeting.	Transit administrator Technical Committee members	Committee members Transit administrator	Transit ad- ministrator	8/1/79	8/30/79
2) Administrator and committee should draft bylaws, including meeting schedule, election of officers and agenda for subsequent meetings.	Transit administrator Technical committee members	Committee members Transit administrator	Transit ad- ministrator	8/30/79	9/30/79

Explanation and Justification of Objectives

It is the feeling of the Northeast Iowa Community Action Corporation, as well as the Regional Planning Agency, that the previous objectives are quite obtainable and instrumental in obtaining the goals of establishing a Regional Transit System to coordinate all transit in the region receiving public money, thereby bringing them into compliance, under the umbrella of the new transit agency which will provide both administration and operations.

The entire system will be under the sponsorship of the N.E.I.C.A.C. Primary to the operation and administration of the system will be the hiring of personnel to operate the system.

The new Regional Transit Agency will also develop a new bookkeeping and data reporting system compatible with I.D.O.T.'s system.

The new Regional Transit Agency will also sign a memorandum of understanding with the Regional Planning Commission outlining roles and responsibilities of each agency; thereby, further improving planning efforts.

The Regional Transit Agency will also strengthen the efforts of the Technical Advisory Committee to provide supervision and guidance in the direction taken by the agency, which is also under the auspices of the Northeast Iowa Community Action Corporation and the five county board of supervisors. The Regional Transit Agency will also obtain financial support from the five county boards of supervisors.

An important duty of the new system will be the elimination of duplication of services. Contractual agreements will come about during this initial year of the Regional Transit Agency (FY 80) to bring Headstart, R.S.V.P. and the Oelwein Elderly Taxi Service, as well as one other agency into compliance.

This will be the first year for the start up and operation of the new Regional Transit Agency. It is a general consensus that this first year should be used to assess all problems that exist or might exist in the initial start up. Therefore, the Regional Transit Agency will know where to aim its efforts in the future. The first year (FY 80) will be a year of review and planning. Contractual agreements will come about the first year for the R.T.A. to take over providing transportation to certain centers who now provide their own. Until the new Regional Transit Agency can assess its own needs and requirements, it must make sure that it is operating efficiently itself before expanding its coverage and supervision.

SECTION V. 5-YEAR PROGRAM

This section will document the revised 5-year program based on modifications, accomplishments, and objectives listed on previous tables in this Update.

The tables which follow are all basically self-explanatory. The tables reflect how things are operated presently. Column 6 in the tables reflects expenditures for this year (FY 79). Column 7, or the present year, reflects the expected cost for FY 80. Column 7 corresponds to the grant application found elsewhere in this report. For FY 80, the Regional Transit Agency will encompass both the transit administrative agency and the operational agency. Also, included are administrative costs for the Oelwein Elderly Taxi Service and R.S.V.P. transportation program. The Regional Transit Agency will bring these two systems into compliance during FY 80 through the use of third party contracts to provide service. It is also expected that Headstart Transportation will also be brought into compliance sometime during FY 80.

In previous updates the Country Traveller Transit System (C.T.T.S.) had been listed separately as elderly, nutrition, and handicapped programs. In this update and future updates, the Regional Transit Agency (N.E.I.C.A.C.) will encompass the elderly, nutrition, handicapped, R.S.V.P., and Oelwein Elderly Taxi Service. As more separate programs come into compliance, they will be included under the R.T.A.

The following tables represent the administrative and operational costs for the system in compliance and those not in compliance for the 5-year program (FY 80-84).

The breakdown for funding sources for the Regional Transit Agency have been estimated for all years past FY 80. Funding sources for FY 80 correspond to the grant application elsewhere in this report.

TRANSIT SYSTEM BUDGET *

Region I - Country Traveller Transit System

Name of System

Regional Transit Agency (Northeast Iowa Community Action Corporation)

Name of Transit Agency

Operational
 Capital

IN COMPLIANCE

TABLE X

Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6) FY 79	Present Year (Annual Element) (7) FY 80	+1 Year (8) FY 81	+2 Year (9) FY 82	+3 Year (10) FY 83	+4 Year (11) FY 84	Total 5-Yr. Program (12) FY 80-84	
Regional Transit Agency (administration & operations) -previously Elderly, Nutrition, & Handicapped. -in FY 80 the R.T.A. will include Oelwein Elderly Taxi Service and R.S.V.P. -a substantial increase in operational costs will occur because of start up of Regional Transit Agency.	on-going	6 vans 5 cars	4	I.D.O.T.	\$119,072	\$157,532	\$163,560	\$180,360	\$192,985	\$206,494	\$905,931	
				Title III County money	Donations	Donations	Donations	Donations	Donations	Donations	Donations	Donations
				Donations	24,072	14,000	14,980	16,029	17,151	18,352	80,512	
				Title VII	5,000	55,000	58,850	62,970	67,378	72,094	316,292	
				City of Oelwein	5,350	5,725	6,126	6,555	6,984	7,413	28,756	
				Title III Oelwein	50,000	5,000	I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.	
				I.D.O.T.	40,000	66,532	71,190	76,173	81,505	87,210	382,610	
				5 Counties	Allamakee County	18,190	19,463	20,825	22,283	97,761		
				Clayton Co	4,000							
				Fayette Co	3,600							
Howard Co	3,400											
Winneshek County	3,000											
					3,000							

* A 7% increase will be figured yearly

* See last pages of document for changes

TRANSIT SYSTEM BUDGET

Systems Not in Compliance

Name of System

Name of Transit Agency

Operational
 Capital

NOT IN COMPLIANCE

TABLE XI

Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6)	Present Year (Annual Element) (7)	+1 Year (8)	+2 Year (9)	+3 Year (10)	+4 Year (11)	Total 5-Yr. Program (12)			
Headstart Transportation (N.E.I.C.A.C.)	on-going	6 station wagons	4	H.E.W.	26,500	37,840	40,488	43,322	46,354	49,599	217,603			
					-----Funding sources-----									
					H.E.W. 26,500	H.E.W. 37,840	H.E.W. 40,488	H.E.W. 43,322	H.E.W. 46,354	H.E.W. 49,599	H.E.W. 217,603			
Comprehensive Systems														

DID NOT SUPPLY ANY INFORMATION

TRANSIT SYSTEM BUDGET

Systems Not in Compliance

Name of System

Name of Transit Agency

Operational
 Capital

NOT IN COMPLIANCE

TABLE XI (Continued)

Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6)	Present Year (Annual Element) (7)	+1 Year (8)	+2 Year (9)	+3 Year (10)	+4 Year (11)	Total 5-Yr. Program (12)			
Winneshiek Developmental Center Decorah, Iowa	on-going	1 van 1 station wagon	4	Title XX Winneshiek County	13,013	13,493	14,842	16,326	17,959	19,753	82,373			
					-----Funding sources-----									
					Title XX 9,760 Winn.Co. 3,253	Title XX 10,120 Winn.Co. 3,373	Title XX 11,132 Winn.Co. 3,710	Title XX 12,245 Winn.Co. 4,081	Title XX 13,469 Winn.Co. 4,490	Title XX 14,815 Winn.Co. 4,938	Title XX 61,781 Winn.Co. 20,592			
Northeast Iowa Developmental Center Waukon, Iowa	on-going	2 vans 1 station wagon	4	Title XX Allamakee County	18,300	20,500	22,350	25,450	27,300	29,700	125,300			
					-----Funding sources-----									
					Title XX 13,725 All.Co. 4,575	Title XX 15,375 All.Co. 5,125	Title XX 16,762 All.Co. 5,588	Title XX 19,088 All.Co. 6,362	Title XX 20,475 All.Co. 6,825	Title XX 22,275 All.Co. 7,425	Title XX 93,975 All.Co. 31,325			

TRANSIT SYSTEM BUDGET

Systems Not in Compliance

Name of System

Name of Transit Agency

Operational
 Capital

NOT IN COMPLIANCE

TABLE XI (Continued)

Project Title (1)	Terminals (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6)	Present Year (Annual Element) (7)	+1 Year (8)	+2 Year (9)	+3 Year (10)	+4 Year (11)	Total 5-Yr. Program (12)			
Fayette County Work Activity Center Oelwein, Iowa	on-going	1 van	4	Title XX Fayette County	4,240	4,536	4,853	5,193	5,556	5,945	26,083			
					-----Funding sources-----									
					Title XX 3,180 Fayette County	Title XX 3,402 Fayette County	Title XX 3,640 Fayette County	Title XX 3,895 Fayette County	Title XX 4,167 Fayette County	Title XX 4,459 Fayette County	Title XX 19,563 Fayette County			
					1,060	1,134	1,213	1,298	1,389	1,486	6,520			
Clayton County Adult Handicapped Program	on-going	1 van	4	Title XX Clayton County	8,034	8,607	9,209	9,853	10,542	11,279	49,490			
					-----Funding sources-----									
					Title XX 6,033 Clayton	Title XX 6,455 Clayton	Title XX 6,907 Clayton	Title XX 7,390 Clayton	Title XX 7,907 Clayton	Title XX 8,460 Clayton	Title XX 37,119 Clayton			
					2,001	2,152	2,302	2,463	2,635	2,819	12,371			

Capital Costs

The following tables represent the capital costs for those systems in compliance or expected to be in compliance during FY 80 and those not in compliance. The 5-year program covers the present year, FY 80, through FY 84.

The funding sources for the Regional Transit Agency have been broken down for FY 80 and correspond to the grant application, elsewhere in this report. Estimates have been done for the following years, FY 81, 82, 83, and 84.

TRANSIT SYSTEM BUDGET

Region I - Country Traveller Transit System

Name of System

Regional Transit Agency (Northeast Iowa Community Action Corporation)

Name of Transit Agency

Operational
 Capital

IN COMPLIANCE

TABLE XII

Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6) FY 79	Present Year (Annual Element) (7) FY 80	+1 Year (8) FY 81	+2 Year (9) FY 82	+3 Year (10) FY 83	+4 Year (11) FY 84	Total 5-Yr. Program (12) FY 30-84
Regional Transit Agency (N.E.I.C.A.C.) -Previously elderly, nutrition, handicapped programs *Headstart and R.S.V.P. will come into compliance during FY 80	on-going	6 vans 5 cars	11	I.D.O.T. U.M.T.A. (Section 18) Donations H.E.W.	--	61,644	66,935	54,600	61,700	88,760	333,639
						-----Vehicles to be Obtained-----					
						1 Handi-capped van 9,500	1 Handi-capped van 12,000	1 Handi-capped van 12,800	2 Handi-capped vans 25,200	1 Handi-capped van 12,000	6 Handi-capped vans 71,500
						3 elderly vans 21,000	2 elderly vans 15,330	3 elderly vans 24,000	2 elderly vans 17,500	3 elderly vans 26,000	13 elderly vans 103,830
						3 nutrition cars 18,000	2 nutrition cars 12,600	2 vans 17,800	2 vans 19,000	3 nutrition cars 19,260	8 nutrition cars 86,660
2 vans Headstart 13,144	2 vans Headstart 16,700	R.S.V.P. van 10,305	2 vans Headstart 11,500	2 vans Headstart 20,000	10 Headstart vans 49,844						
					2 R.S.V.P. vans 21,805						

TRANSIT SYSTEM BUDGET

(Continued from previous page)

Region I - Country Traveller Transit System

Name of System

Regional Transit Agency (Northeast Iowa Community Action Corporation)

Name of Transit Agency

Operational

Capital

IN COMPLIANCE

TABLE XII (Continued)

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Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6) FY 79	Present Year (Annual Element) (7) FY 80	+1 Year (8) FY 81	+2 Year (9) FY 82	+3 Year (10) FY 83	+4 Year (11) FY 84	Total 5-Yr. Program (12) FY 80-84
Regional Transit Agency	on-going	6 vans 5 cars	11	I.D.O.T. U.M.T.A. (Section 18) Donations H.E.W.	--	61,644	66,935	54,600	61,700	88,760	333,639
						-----Funding sources-----					
						Section 18 49,315 I.D.O.T. 7,373 H.E.W. 2,456 Donations 2,500	Section 18 53,548 I.D.O.T. 8,902 Local 4,485	Section 18 43,680 I.D.O.T. 7,262 Local 3,658	Section 18 49,360 I.D.O.T. 8,206 Local 4,134	Section 18 71,008 I.D.O.T. 11,805 Local 5,947	Section 18 266,911 I.D.O.T. 43,550 Local 23,180

TRANSIT SYSTEM BUDGET

Systems Not in Compliance

Name of System

Name of Transit Agency

Operational
 Capital

NOT IN COMPLIANCE

TABLE XIII

Project Title (1)	Termini (General Description) (2)	Length or Equipment (3)	Type of Work (4)	Funding Source (5)	Past Year (6)	Present Year (Annual Element) (7)	+1 Year (8)	+2 Year (9)	+3 Year (10)	+4 Year (11)	Total 5-Yr. Program (12)
Comprehensive Systems	-----DID NOT SUPPLY INFORMATION-----										
Winneshiek Developmental Center - Decorah	-----ALL VEHICLES ARE LEASED-----										
Fayette County Work Activity Center - Oelwein	-----ALL VEHICLES ARE LEASED-----										
Clayton County Adult Handicapped Program	-----ALL VEHICLES ARE LEASED-----										
Northeast Iowa Developmental Center - Waukon	-----ALL VEHICLES ARE LEASED-----										

TRANSIT SYSTEM BUDGET TOTALS *

Region I - Regional Transit Agency

Name of System

Name of Transit Agency

TABLE XIV

		Past Year	Present Year (Annual Element)	+1 Year	+2 Year	+3 Year	+4 Year	Total 5-Yr. Program
		(6)	(7)	(8)	(9)	(10)	(11)	(12)
Total In Compliance	Operational	119,072	157,532	168,560	180,360	192,985	206,494	905,931
	Capital	--	61,644	66,935	54,600	61,700	88,760	333,639
	Sub-Total	119,072	219,176	235,495	234,960	254,685	295,254	1,239,570
Total Not in Compliance	Operational	70,087	84,976	91,742	100,144	107,711	116,276	500,849
	Capital	-----ALL VEHICLES ARE LEASED-----						
	Sub-Total	70,087	84,976	91,742	100,144	107,711	116,276	500,849
Total		189,159 operation only	304,152	327,237	335,104	362,396	411,530	1,740,419
% In Compliance		63% operation only	72%	72%	70%	70%	72%	71%

* See last pages of document for changes resulting from negotiations with Transit Division of Iowa DOT.

Funding Sources

The following is a breakdown of the funding sources for FY 80. This funding breakdown is reflected by the grant application packet found elsewhere in this report. It is the feeling of those involved in the Regional Transit System administration, operations, and planning that this amount of money requested is the minimum needed for FY 80 from each source to obtain the goals of beginning to provide a Regional Transit System which provides both administrative and operational responsibilities in one coordinated system which will operate efficiently and economically.

Operational Costs Breakdown for FY 80 for the Regional Transit Agency (N.E.I.C.A.C.).

General & Administration	\$ 36,451
Accounting	700
Insurance & Safety	14,300
Operating Taxes	11,711
Operations Supervision	4,000
Maintenance	3,500
Transportation	86,520
Marketing	<u>350</u>
TOTAL	\$157,532

The Funding Sources for FY 80 operational costs for the R.T.A. are:

Title III (O.A.A.)	\$ 55,000
City of Oelwein	5,000
I.D.O.T.	66,532
Allamakee County	4,000
Clayton County	3,600
Fayette County	3,400
Howard County	3,000
Winneshiek County	3,000
Donations	<u>14,000</u>
TOTAL	\$157,532

Capital Costs

The following is a breakdown for capital expenditure for FY 80 for the R.T.A.:

3 cars (Nutrition)	\$18,000
3 vans (Elderly)	21,000
1 van (Handicapped)	9,500
2 vans (Headstart)	<u>13,144</u>
TOTAL	\$61,644

The funding sources for the R.T.A. capital costs for FY 80 are:

U.M.T.A. Section 18	\$49,315
I.D.O.T.	7,373
Local	
H.E.W.	2,456
Donations	<u>2,500</u>
TOTAL	\$61,644

The previous tables and charts reflect as accurately as possible the expected costs of the systems in compliance and not in compliance in Region I. The funding sources have been estimated for all years after FY 80. However, it is believed that these costs and sources of funds are fairly accurate.

Regional Transit Agency (N.E.I.C.A.C.) Operational Costs
and Funding Sources

	<u>F.Y.81</u>	<u>F.Y.82</u>	<u>F.Y.83</u>	<u>F.Y.84</u>	Total <u>F.Y.80 - 84</u>
Operational Costs	\$168,560	\$180,360	\$192,985	\$206,494	\$905,931

The following is the Funding Sources breakdown for each Fiscal Year 80 - 84 and the breakdown for the 5-year program (FY80-84).

OPERATIONAL COSTS

Funding Sources breakdown for Operational Costs:

<u>FY 81</u>		<u>FY 82</u>	
Donations	\$ 14,980	Donations	\$ 16,029
Title III (O.A.A.)	58,850	Title III (O.A.A.)	62,970
City of Oelwein	5,350	City of Oelwein	5,725
I.D.O.T.	71,190	I.D.O.T.	76,173
5 counties	<u>18,190</u>	5 counties	<u>19,463</u>
TOTAL	\$168,560	TOTAL	\$180,360

<u>FY 83</u>		<u>FY 84</u>	
Donations	\$ 17,151	Donations	\$ 18,352
Title III (O.A.A.)	67,378	Title III (O.A.A.)	72,094
City of Oelwein	6,126	City of Oelwein	6,555
I.D.O.T.	81,505	I.D.O.T.	87,210
5 counties	<u>20,825</u>	5 counties	<u>22,283</u>
TOTAL	\$192,985	TOTAL	\$206,494

The following is a funding source breakdown for Operational Costs for FY 80 - 84:

F.Y. 80 - 84 OPERATIONAL COSTS

Donations	\$ 80,512
Title III (O.A.A.)	316,292
City of Oelwein	28,756
I.D.O.T.	382,610
5 counties	<u>97,761</u>
TOTAL	\$905,931

CAPITAL COSTS

The following is a funding sources breakdown for each Fiscal Year 80 - 84 and the breakdown for the 5-year program (FY80-84).

	<u>F.Y.81</u>	<u>F.Y.82</u>	<u>F.Y.83</u>	<u>F.Y.84</u>	<u>Total</u> <u>F.Y.80 - 84</u>
Capital Costs	\$66,935	\$54,600	\$61,700	\$88,760	\$333,639

Funding Sources breakdown for Capital Costs:

<u>FY 81</u>			<u>FY 82</u>	
Section 18 (U.M.T.A.)		\$53,548	Section 18 (U.M.T.A.)	\$43,680
I.D.O.T.		8,902	I.D.O.T.	7,262
Local		<u>4,485</u>	Local	<u>3,658</u>
	TOTAL	\$66,935	TOTAL	\$54,600

<u>FY 83</u>			<u>FY 84</u>	
Section 18 (U.M.T.A.)		\$49,360	Section 18 (U.M.T.A.)	\$71,008
I.D.O.T.		8,206	I.D.O.T.	11,805
Local		<u>4,134</u>	Local	<u>5,947</u>
	TOTAL	\$61,700	TOTAL	\$88,760

The following is a funding source breakdown for capital costs for FY 80 - 84:

F.Y. 80 - 84 CAPITAL COSTS

Section 18 (U.M.T.A.)	\$266,911
I.D.O.T.	43,548
Local	<u>23,180</u>
TOTAL	\$333,639

SECTION VI OPTIONAL TRANSIT PLANNING ACTIVITIES

There are currently no large urban areas located within Region I. There are, however, three Standard Metropolitan Statistical Areas (S.M.S.A.) located within an hour drive of parts of the region. The cities of Cedar Rapids, Dubuque, and Waterloo are all defined by the U.S. Census Bureau as S.M.S.A.'s. Major employers located in these S.M.S.A.'s currently employ many residents of Region I.

The largest single employer in the State of Iowa, John Deere Tractor Works in Waterloo, employs a large number of residents from Region I. The majority of these employees come from Fayette County, primarily the Oelwein area. John Deere is currently involved in a large, multi-year expansion project. It is felt that they will continue to increase their employment. Many of these workers will undoubtedly come from Region I.

John Deere also operates a plant in Dubuque which employs residents of Region I. The Dubuque Packing Plant also employs many residents of Region I, primarily residents of Clayton County. There are also other employers in both Waterloo, Dubuque and some in Cedar Rapids which employ substantial numbers of residents of Region I.

The Upper Explorerland Regional Regional Planning Commission staff has proposed to study whether or not a demand actually exists in this Region (in particular from Clayton and Fayette Counties) for the establishment of additional bus routes and schedules, primarily commuter routes to transport workers and other residents of Region I, which at the present time must commute from Region I to the S.M.S.A.'s.

An attempt will be made to identify large concentrations of employees or residents of Region I who are either employed at or wish to commute

to Cedar Rapids, Dubuque or Waterloo. Information gained in this study will be gathered and presented to bus lines and interested residents of the region.

The Regional Planning Commission hopes such a study will mean the establishment of additional routes and scheduling by bus lines so as to meet any present or expected demand for transit services. With the expenses involved in operating a private automobile, as well as the problems involved with traffic and parking in the S.M.S.A.'s, the Upper Explorerland Regional Planning Commission believes transit to be a viable solution to such problems.

Introduction

Many people think little about driving their auto several miles to their place of work. Commuting has shown a marked increase in the recent past. There are many different factors contributing to this increase in driving to work.

More and more people are moving out of the large cities and into smaller cities and towns while still keeping the same job in the city, or people obtaining work in the large city but maintaining their place of residence in the small town. Increased job specialization causes a number of people to drive further for the job that matches their skills. Improved highways have also made travel both faster and easier.

Perhaps one of the major reasons for the increase in commutation, especially in Region I is the continued decline in farm employment. This has come about as farmers and farm laborers find work in the metropolitan areas, but continue to live in rural areas.

Costs of Commutation

Automobile trips constitute a large part of our total transportation energy consumption in the United States. It is estimated that approximately 57% of all transportation energy consumption is attributed to urban and inter-city automobile trips. In 1970, 24.4% of the nation's total energy consumption was attributed to transportation. Yet transportation uses consumed 54% of the nations petroleum.¹ Thus one can easily see that a large portion of our total energy consumption and an even greater portion of fuel consumption can be attributed to transportation. It is quite interesting to note that where consumption is greatest, the possibility for conservation is also the greatest.

Thus, one can see that more than half of our national fuel consumption is due to transportation uses and more than 57% of that is automobile consumption alone. The U. S. Department of Transportation has determined that 34% of the total vehicle miles traveled are traveled as work trips. The importance of effecting savings on the work trip begins to become apparent as we realize the quantity of energy that is consumed in going to and from work.

Auto commuters are generally unwilling to give up the use of their personal automobile for driving to and from work unless the alternative presented to them is clearly cheaper, about as rapid and as reliable as a private automobile.

Commuting, especially when vehicle occupancy is low, is extremely expensive with relationship to the cost of fuel. The costs of excessive fuel consumption are borne directly by the automobile commuter and ultimately by society as a whole. The single occupant automobile trip is by far the most expensive form of transportation.

¹"Attitudes Toward and Evaluation of Car Pooling" by Stephan Andrle and Kenneth J. Dueker, August, 1974.

Personal fuel and auto upkeep expenses must be borne entirely by the auto commuter. This is perhaps the one single most influencing fact that will undoubtedly make commuting long distances to and from work economically unfeasible. At the time of this report the prices of unleaded gasoline (self-service) varied from 69.9¢ per gallon to a high of 88.9¢ per gallon. Top level government officials have been quoted as saying that by the end of 1979 gasoline could easily reach the one dollar a gallon mark. Compounding the issue is the turmoil in Iran which has stopped their oil production and put an end to shipments of Iranian oil to the United States.

There has been much emphasis put on energy conservation in the U.S. primarily brought about because of the Arab Oil Embargo of the early 70's. At that time, petroleum became scarce, stations closed on weekends, the national speed limit was set at 55 m.p.h., and energy conservation became common place. Today, cars get better gas mileage, but are much smaller and undoubtedly more unsafe. However, the typical U.S. citizen, while he will turn down a thermostat or shut off a light to conserve energy, just will not part with the feeling of independence that he gets from his automobile. Gasoline consumption is at an all-time high. It appears that the typical citizen does not consider that gasoline is a petroleum product and is definitely in short supply.

Another problem compounding the issue is the cost of automobiles and their related upkeep costs. Automobile prices have been jumping every year along with the price of maintenance and upkeep on an auto. Until some type of replacement is found for the internal combustion engine to power vehicles, the problem with gasoline and other fuels will be present.

Another problem which exists for the private auto commuter is the problem of parking his automobile once he arrives at his place of work. Not only is there usually a shortage of parking spaces, but you also have the problems associated with possible theft and vandalism, unnecessary fender-benders, and starting in cold weather.

RESTRAINTS

Variability in Work Schedules

Variability in a persons work schedule is a factor with a slight influence on the willingness to form or participate in riding a bus or formation of a bus pool. But variability in work schedule has a much greater influence on his ability to participate. There will be many people willing to participate, but will be unable to because of their variable schedule. However, those with a fixed work schedule are much more likely to participate. The variability of work schedules will undoubtedly reflect only slightly in a person's attitude to participate, but becomes an almost insurmountable problem for a person to actually participate. White collar workers, those who usually are the most likely to participate, are also the group of people with the most variation in work schedules. Therefore, if work schedules are too erratic, half of the basis for forming a pool is gone, that basis being common departure and return times.

Other Obstacles

There are many times people will need the use of their car for personal reasons during the work day, such as medical appointments, business related trips, etc. Many people will not give up the

independence they feel they obtain from the use of their private automobile, and the security they feel by having it available to them at all times.

This major obstacle could be easily removed by having the industry or company make a company vehicle available for occasional business-related trips. Also, perhaps company vehicles for private use during the work day, such as for medical appointments, emergency calls home, etc. could free a large number of people who are reluctant to participate, precisely because of possible unforeseen or occasional car needs.

Those people who currently ride in car and van pools already experience the problem of a loss of an auto, so their riding on a bus pool would not bring about any other major problems.

MOTIVATIONS TO RIDE BUSES

There are many good reasons to ride buses or for the establishment of new bus routes. Perhaps the most important reasons on why people should participate are: savings on commuting expenses, conservation of energy, and reducing pollution. These emerge as probably the most important reasons.

One of the most important hurdles which must be crossed first is convincing people to ride on a bus, especially after the route is established. The following is a list of questions the person should ask himself:

1. Are you willing to stop putting unnecessary miles on your automobile?
2. Would you like to drastically reduce your gasoline and auto maintenance bills?

3. Would you rather sit back, read a paper, enjoy a cup of coffee, and let someone else worry about the hazards of driving?
4. Do you realize gasoline prices are jumping almost daily, and could double in price within a few years, while automobile replacement costs go up yearly?
5. Would you be willing to give up headaches encountered in crowded parking lots?

How a person answers these previous questions will determine their attitude to whether or not they would be willing to ride a bus once a route is established to meet their needs.

THE STUDY

It is the work trip on which efforts must be concentrated if congestion is to be reduced through increased vehicle occupancy. The work trip also is the most adaptable to organization because it is a highly regularized trip for most people. The place of work also provides a convenient instrument for organization. Large numbers of people ultimately congregate at the work place, so logically with minimal effort at grouping, a collection process can occur at the residential end of the work trip.

The two following tables are from a publication titled "Commuting Patterns in Iowa" prepared by the Iowa Employment Security Commission, Research and Statistics Department. The study was done in 1973 using fourth count census data from the 1970 census. The major problem with this information is the fact that it is approximately ten years old. It does, however, point out the fact that there is a large number of people living in Fayette County who work in Waterloo and Black Hawk County. The figures also show that several people live in Clayton County but commute to the City of Dubuque and Dubuque County.

OPTIONAL PLANNING STUDY

Fayette County

	<u>Total</u>		<u>Total</u>
No. of workers living in county	9,605	No. working in county	8,195
Live & work in county	7,600	Work & live in county	7,600
Live in county & work outside county	1,286	Work in County & live outside county	595
*Waterloo (City)	274	Buchanan County	295
Buchanan County	141	Clayton County	88
Clayton County	106	Bremer County	60
Allamakee County	83	Black Hawk County	50
Black Hawk County (excluding Waterloo)	75	Winneshiek County	40
Winneshiek County	73	Chickasaw County	40
Bremer County	64	Delaware County	14
Chickasaw County	60	Allamakee County	8
*Cedar Rapids (City)	23		
Floyd County	14		
*Dubuque (City)	13		
Butler County	9		
Linn County (excluding Cedar Rapids)	7		
Delaware County	6		
All other locations	338		
Place of work not reported	719		

*Localities the study is concerned with.

Source: Commuting Patterns in Iowa, March 1970
 Prepared Sept., 1973, by Iowa Employment
 Security Commission, Research & Statistics Department

OPTIONAL PLANNING STUDY

Clayton County

	<u>Total</u>		<u>Total</u>
No. of workers living in county	7,519	No. working in county	6,535
Live and work in county	6,098	Work and live in county	6,098
Live in county & work outside county	1,193	Work in county & live outside county	437
Dubuque County (excluding Dubuque)	214	Delaware County	128
Allamakee County	185	Fayette County	106
*Dubuque (City)	161	Allamakee County	95
Delaware County	140	Crawford County, Wisconsin	48
Crawford County, Wisconsin	98	Buchanan County	28
Fayette County	88	Winneshiek County	15
*Cedar Rapids (City)	60	Dubuque County	13
Winneshiek County	31	Grant County, Wisconsin	4
Black Hawk County (excluding Waterloo)	12		
*Waterloo (City)	9		
Bremer County	7		
Buchanan County	5		
All other locations	183		
Place of work not reported	228		

*Localities the study is concerned with.

Source: Commuting Patterns in Iowa, March 1970

Prepared Sept., 1973, by Iowa Employment

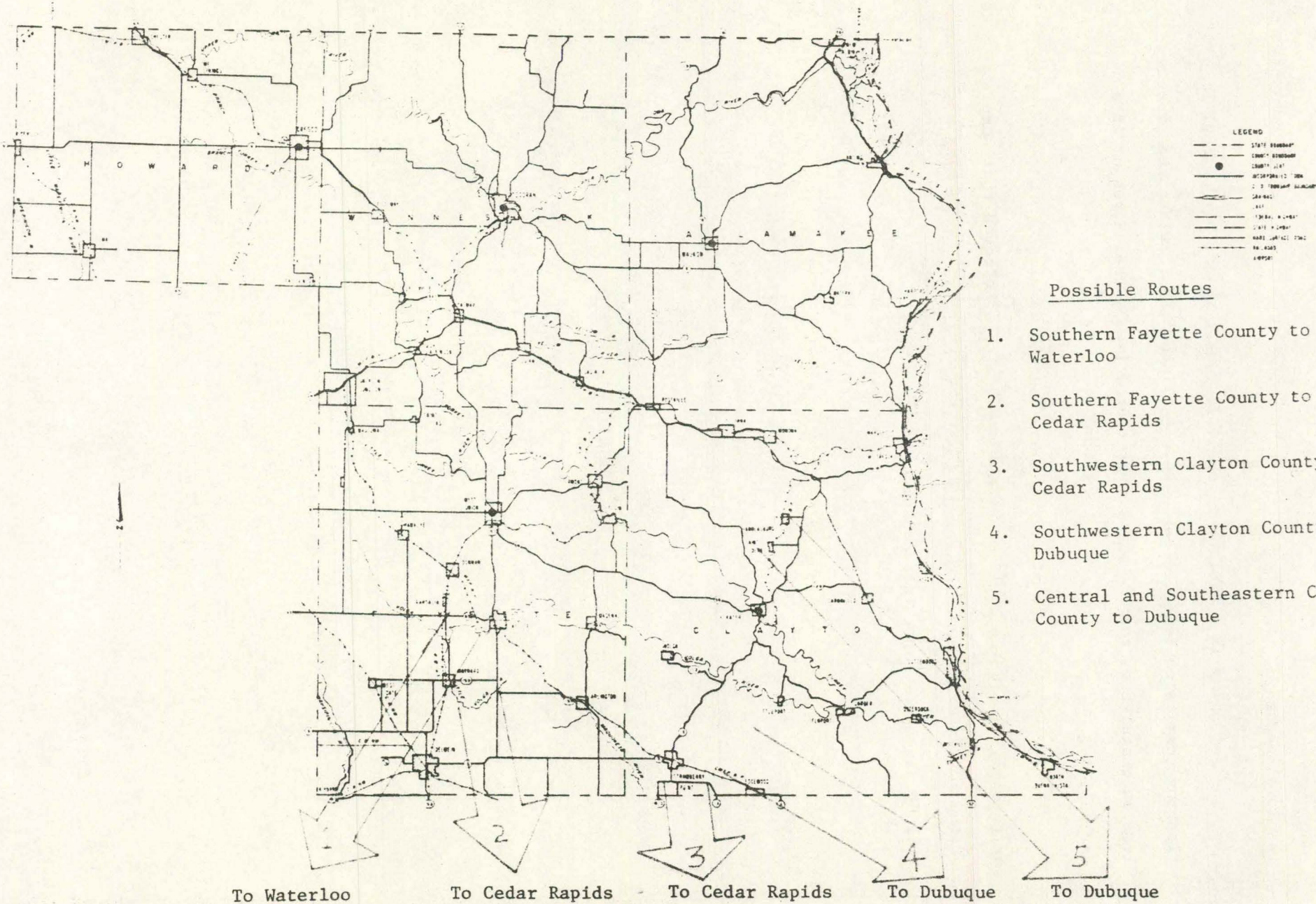
Security Commission, Research & Statistics Department

Possible Routes

The following is a listing of possible routes which the Regional Planning Commission believes could be established to alleviate the problems encountered by commuters, whether they drive by themselves or in a car pool.

It is hoped that the study will show that at least one, two, three, or possibly all routes could be established. It is believed that some of the routes might now be covered by existing commuter routes (that will be discussed later in the chapter).

Possible Commuter Bus Routes from
Region I to S.M.S.A.



Possible Routes

1. Southern Fayette County to Waterloo
2. Southern Fayette County to Cedar Rapids
3. Southwestern Clayton County to Cedar Rapids
4. Southwestern Clayton County to Dubuque
5. Central and Southeastern Clayton County to Dubuque

To Waterloo

To Cedar Rapids

To Cedar Rapids

To Dubuque

To Dubuque

Possible Routes for Commuter Buses

Route 1

This route would be from southern Fayette County including Oelwein, Westgate, Maynard, Fayette and surrounding areas to Waterloo.

Route 2

This route would also be from southern Fayette County including Oelwein, Westgate, Maynard, Fayette and surrounding areas to Cedar Rapids.

Route 3

This route would be from the Strawberry Point-Edgewood Area to Cedar Rapids.

Route 4

This route would be from the Strawberry Point-Edgewood area to Dubuque.

Route 5

This route would be from the Elkader, Garnavillo, Guttenberg area to Dubuque.

THE FORMAT

After much consideration it was decided that the best way to undertake the study would be to run survey forms in newspapers to cover the areas in which the largest groups of commuters now reside. The attached survey forms were run in the following newspapers:

1. Oelwein Daily Register, Oelwein, Iowa
2. Guttenberg Press, Guttenberg, Iowa
3. Clayton County Register, Elkader, Iowa
4. Clayton County Press Journal, Strawberry Point, Iowa

Respondents were instructed to either clip out the form and return it to the Regional Planning Commission Office or to call collect. Many of the calls and survey forms we received were from groups of people. On more than one occasion one person would call in for their entire car pool of five people.

Clayton County Press Journal
Strawberry Point, Iowa

The Upper Explorerland Regional Planning Commission is currently undertaking a study in conjunction with the Iowa Department of Transportation concerning the possible establishment of commuter bus routes, primarily of commuter between southern Fayette and Clayton Counties and possibly Dubuque, Cedar Rapids or Waterloo. Basically we are just trying to establish the need for such a service and determine if there is a need for such a route(s). Please return the questionnaire to, or call collect

Upper Explorerland Regional Planning Commission
Box 219
Postville, IA 52162

Phone: 319-864-7551

1. What city would you like to see a commuter route started to?
Dubuque _____ Cedar Rapids _____ Waterloo _____
2. What is your reason for wanting to commute?
work _____ shop _____ medical _____ school _____
3. What times would you want the bus to leave? _____
What times would you want the bus to return? _____
4. If bus routes were set up to correspond with work shifts in Dubuque/
Waterloo/ Cedar Rapids would you be more inclined to ride?
yes _____ no _____
5. Are you now using a commuter or car pool service? yes _____ no _____
from _____ to _____
bus _____ auto _____ other _____
6. Additional Comments _____

Clayton County Register
Elkader, Iowa

The Upper Explorerland Regional Planning Commission is currently undertaking a study in conjunction with the Iowa Department of Transportation concerning the establishment of commuter bus routes, primarily for commuters between Elkader and Dubuque. Basically we are just trying to establish the need for such a service, and determine if there is a need for such a route.

What city would you like to see a commuter route started to?

Dubuque _____ Other _____

What is your reason for wanting to commute?

work _____ shop _____ medical _____ school _____

What times would you want the bus to leave Elkader? _____

Dubuque? _____

What time would you want the bus to return to Elkader? _____

If bus routes were set up to correspond with work shifts in Dubuque (at Deeres and/or Dubuque Pack) Would you ride?

yes _____ no _____

Are you now using a commuter or car pool service? yes _____ no _____

from _____ to _____

bus _____ auto _____ other _____

Please return the questionnaire to, or call collect:

Upper Explorerland Regional Planning Commission
Box 219
Postville, IA 52162

319-864-7551

Guttenberg Press
Guttenberg, Iowa

The Upper Explorerland Regional Planning Commission is currently undertaking a study in conjunction with the Iowa Department of Transportation concerning the possible establishment of commuter bus routes, primarily for commuters between Guttenberg and Dubuque. Basically we are just trying to establish the need for such a service and determine if there is a need for such a route. Please return the questionnaire to, or call collect

Upper Explorerland Regional Planning Commission
Box 219
Postville, IA 52162

Phone: 319-864-7551

1. What city would you like to see a commuter route started to?

Dubuque _____ Other _____

2. What is your reason for wanting to commute?

work _____ shop _____ medical _____ school _____

3. What times would you want the bus to leave?

Guttenberg _____ Dubuque _____

What time would you want the bus to return to Guttenberg? _____

4. If bus routes were set up to correspond with work shifts in Dubuque (at Deeres and/or Dubuque Pack) would you ride?

yes _____ no _____

5. Are you now using a commuter or car pool service? yes _____ no _____

From _____ to _____.

bus _____ auto _____ other _____

6. Additional Comments _____

Oelwein Daily Register
Oelwein, Iowa

The Upper Explorerland Regional Planning Commission is currently undertaking a study in conjunction with the Iowa Department of Transportation concerning the possible establishment of commuter bus routes, primarily between Oelwein and Waterloo or Cedar Rapids. Basically we are just trying to establish the need for such a service and determine if there is a need for establishment of such a route(s). Please return the questionnaire to, or call collect

Upper Explorerland Regional Planning Commission
Box 219
Postville, IA 52162

Phone: 319-864-7551

1. What city would you like to see a commuter route started to?
Waterloo _____ Cedar Rapids _____ Other _____
2. What is your reason for wanting to commute?
work _____ shop _____ medical _____ school _____
3. What times would you want the bus to leave?
Oelwein _____ Return to Oelwein _____
Leave Cedar Rapids _____ Waterloo _____
4. If bus routes were set up to correspond with work shifts in Waterloo (at Deeres or Raths) or Cedar Rapids (at Collins, Quaker Oats, or Wilson) would you ride?
yes _____ no _____
5. Are you now using a commuter or car pool service? yes _____ no _____
From _____ to _____.
bus _____ auto _____ other _____
6. Additional Comments _____

Results of the Study

The study results were quite outstanding in that there were 106 total respondents, 101 from Clayton County and 5 from Fayette County.

The five respondents from Fayette County were all from Oelwein wanting a commuter service to Cedar Rapids leaving and returning daily, primarily for shopping and visiting.

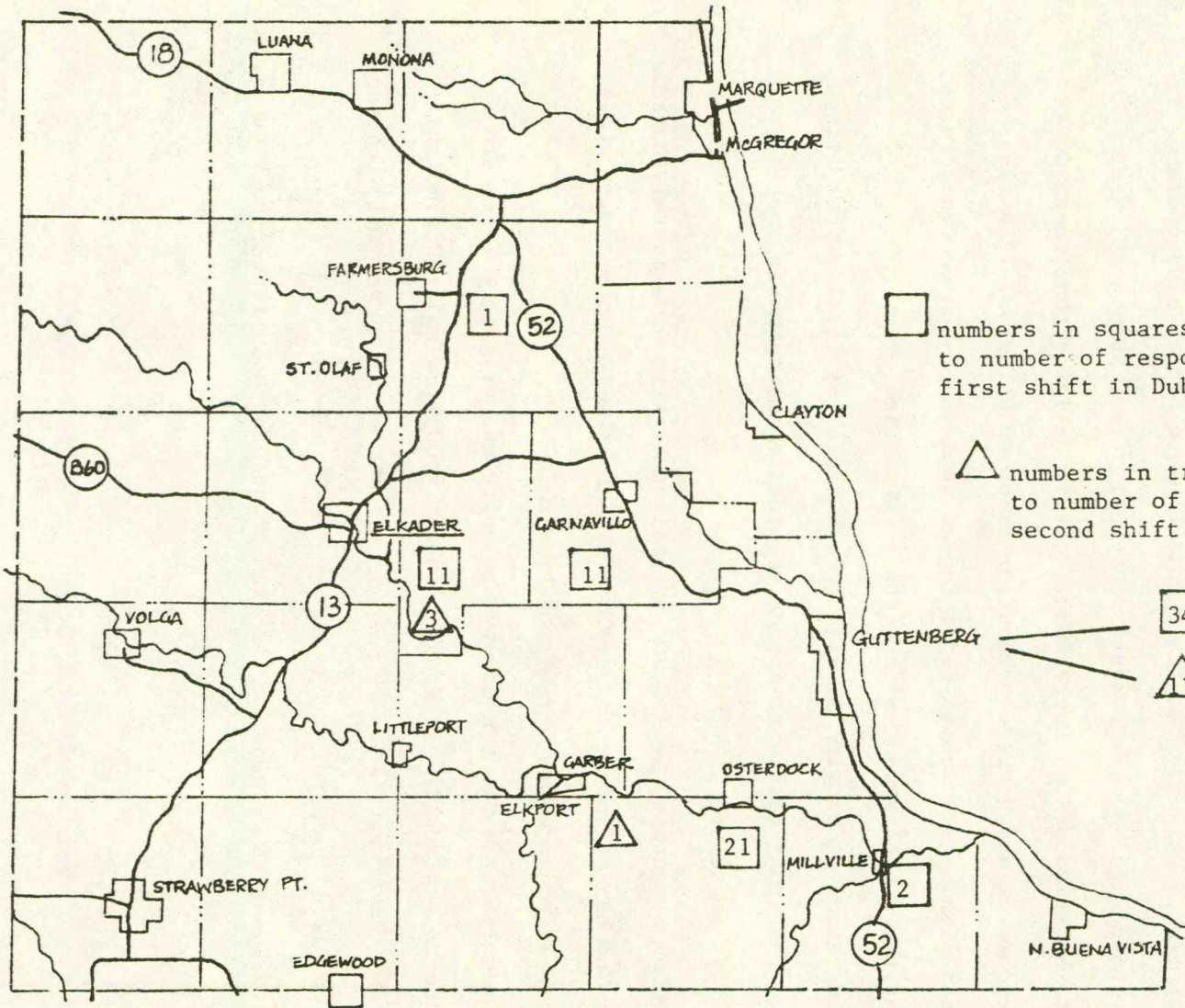
The largest response by far was from Clayton County concerning those people who work at John Deere in Dubuque. There were 101 total respondents, many times with whole car pools reporting they would rather ride a bus on an established commuter bus route.

There was a total of 80 respondents from the county who work first shift at Deere who would use a bus if it would arrive at Dubuque by no later than 7:00 a.m. and leave Dubuque around 3:30 p.m.

There were also 21 respondents who would want to arrive at Dubuque at approximately 3:30 p.m. and then leave Dubuque around 12:00 midnight.

The results are graphically illustrated on the following two county maps.

CLAYTON COUNTY



□ numbers in squares correspond to number of respondents working first shift in Dubuque

△ numbers in triangles correspond to number of respondents working second shift in Dubuque

34
17

Observations

It must be observed that there was a low response from the Fayette County area. This low response is undoubtedly from the fact that Scenic Hawkeye Stages currently runs two (2) commuter buses daily from Oelwein to Waterloo. These commuter buses correspond to work shifts at the Waterloo John Deere Plant. Scenic Hawkeye Stages also operates two other successful commuter routes, one daily from Sumner and New Hampton to Waterloo's John Deere Plant. It is believed that these buses must take care of any present demand for trips to Waterloo. The five respondents wishing service to Cedar Rapids would not show enough interest to warrant the establishment of a route at this time.

During discussions with Scenic Hawkeye Stages officials, they listed some ideas that they felt were needed to operate the commuter routes successfully; these are:

1. Commitments to full loads by selling tickets on a monthly basis.
2. The use of worker drivers. A worker drives over and then also drives home, thus buses are jockeyed.

The results from Clayton County are quite encouraging. There are 80 respondents who would correspond with the 7:00 a.m. to 3:30 p.m. shift at Deere's in Dubuque. Also, 21 respondents who would correspond with the 3:00 p.m. to 12:00 midnight shift at Deere's in Dubuque.

The respondents were primarily from areas near main routes to Dubuque.

Recommendations

It is the recommendation of this study that one (1) and possibly two (2) commuter bus routes be established from Clayton County to Dubuque. The best possible times for these routes would correspond to the morning shift and afternoon shift at John Deere in Dubuque.

The route would correspond to Route 5 in the list of possible routes. The route would have to originate in the Elkader, Garnavillo, Guttenberg area and go to and from Dubuque. There is the possibility that one bus could originate from Elkader and another one from Guttenberg for the morning shift.

The Regional Planning Commission staff contacted the Iowa Department of Transportation, Transportation Regulation Board to find out if any P.C.&N. licenses exist for these possible routes. A (P.C.&N. license) Public Convenience and Necessity License must be issued by the Transportation Regulation Board before a bus line or Common Carrier can operate between points. To the best of their knowledge they knew of no current P.C.&N. licenses for these possible routes.

Inquiries were made with two bus lines who service this area, and both expressed interest in the demand study and its results.

Still further research would probably have to be done before a commuter route could be established.

There appears to be two basic options open for the establishment of such a commuter route. One that an existing bus line set up such a commuter route. Secondly that a citizen or group of citizens investigate the possibility of providing their own commuter bus route.

Conclusion and Summary

It is hoped this study will show the need for at least one and possibly two commuter bus routes from Clayton County towns to Dubuque. These routes should correspond to work shifts at John Deere in Dubuque. The results of the survey definitely show a demand for service which is not now being met.

There were certain points brought out in the study which should be summarized:

1. Riding on a bus is clearly cheaper, with the outlook on personal transportation becoming more and more expensive for the commuter driving by himself or in a small pool.
2. The trip should correspond roughly with the same amount of time it would take to drive your personal auto.
3. Buses are safer and allow the commuter to relax and not worry about the driving.

There are still problems that could exist with parking at departure points, scheduling of time tables, and use of worker-drivers, but these could be worked out by whomever would be willing to establish a route. Copies of this report will be made available to concerned bus companies in the area, cooperating newspapers who were kind enough to run the survey, and large industries, primarily those in Dubuque, who might benefit from the establishment of commuter bus routes.

SECTION VII. SUMMARY AND CONCLUSIONS

The greatest accomplishment during FY 79 is the formation of a Regional Transit Agency in Region I. The Area Agency on Aging (A.A.A.) has relinquished its designation as the transit administrative agency in favor of the Northeast Iowa Community Action Corporation.

The Northeast Iowa Community Action Corporation will assume responsibility as the sponsoring agency for the new Regional Transit Agency. The new Regional Transit Agency will encompass all administrative responsibilities for the Region, as well as the operations of the Country Traveller Transit System. The C.T.T.S. is comprised of the elderly, nutrition, and handicapped transit systems.

During FY 80 it is anticipated that the R.T.A. will also assume operational responsibilities for R.S.V.P., Oelwein Elderly Taxi Service, and the Headstart Program, and at least one other agency presently supplying its own transportation. Third party contracts will be drawn up and signed by the involved parties.

Problems with the existing Regional Transit System (C.T.T.S.)

One of the major problems tends to be the fractionalization that presently exists in the Region because of the fact that the A.A.A. presently has administrative responsibilities and operations are handled by the C.T.T.S. (a division of N.E.I.C.A.C.)

With the formation of the Regional Transit Agency under the umbrella of N.E.I.C.A.C. it is expected that an increase in initial start up costs will be insured, because at the present time, administrative responsibilities and costs are absorbed by the A.A.A. But this increase in costs will shortly be offset by improved administration, operations, coordination, bookkeeping, and data collection systems. This will, in turn, make the planning aspects of the entire regional transit system more effective.

It is also anticipated that four additional transit providers will be brought into compliance during FY 80. The Regional Transit Agency expects to sign third party contracts with R.S.V.P, Oelwein Elderly Taxi Service, the Headstart Program, and at least one other provider during FY 80.

With the formation of the Regional Transit Agency, one giant step toward the realization of a single coordinated transit system which will supply transportation efficiently and economically for Region I will have been taken.

Major Problems with each Transit System

1. Northeast Iowa Developmental Center (Waukon, Iowa)

One of their major problems is their inability to coordinate or consolidate their transit services at the present time. They supply transportation services to their clients and feel that in order for them to meet their clients' needs, they must have access to their vehicles at all times. Hopefully, the Regional Transit Agency would be able to coordinate the needed services and supply the Developmental Center with enough transit to satisfy their needs.

Through a purchase of service agreement with the Regional Transit Agency, perhaps many of the problems would be solved.

2. Winneshiek Developmental Center (Decorah, Iowa)

Again we find as one of the major problems with this agency the feeling that coordination and consolidation of services will not allow the Developmental Center to meet all the transportation needs of their clients. This Developmental Center also feels that they must have access to transportation at all times during their operating day. Once again, it is hoped that the formation of the Regional Transit Agency for the region would help to remedy many of these problems through coordination, as well as consolidation of the various transit efforts throughout the region.

Through a purchase of service agreement with a Regional Transit Agency, perhaps many of the problems would be solved.

3. Comprehensive Systems Inc.

Perhaps the major problem with this system is the fact that the system operates very little in this region. It has only a short run into Howard County to the town of Elma, and supplies very little service to the residents who are clients of Comprehensive Systems Inc.

It is not known whether the formation of a Regional Transit Agency would help to alleviate any problems with this system. It does not appear that this system is of any problem; however, they have not supplied much information for this update.

4. Fayette County Work Activity Center

Not much can be said about the transportation or the program as it was started only in December of 1978. The system has not operated long enough to make any decisions at this time. It is, however, a candidate for a third party contract with the R.T.A. and will consider this option.

5. Adult Handicap Program (Clayton County)

This program is filling a void which exists because of the fact that the C.A.P. Handicapped Van spends only one day a week in Clayton County. Also, this program is less than a year old, so not much is known about operations.

6. Oelwein Taxi Company (Oelwein, Iowa) - Oelwein Elderly Taxi Service.

The Oelwein Taxi has been negotiating for the past year with the City of Oelwein and the A.A.A. to supply rides (discounted) for elderly citizens. The City of Oelwein is willing to contribute financially to the project, but the A.A.A. would not contribute any of their funds to help start the service. It is hoped that this problem will be rectified and the new service started within the next year.

At this time the new Regional Transit Agency anticipates signing a third party contract to supply service for FY 80.

7. R.S.V.P. (Decorah, Iowa)

This system which presently works closely with the C.T.T.S. anticipates signing a third party contract with the new Regional Transit Agency to supply its transportation service.

8. Headstart Transportation

This program is presently operated and administered by the N.E.I.C.A.C. who will sponsor the new Regional Transit Agency. The Headstart Program anticipates signing a third party contract with the new Regional Transit Agency to supply services. This will correct some of the problems presently existing because of the fact that their vehicles presently operate only a few hours a day.

9. Decorah Cab. Co.

The Decorah Cab. Co. has not shown any desire to become involved with the existing transit system in the region. It is hoped that the new Regional Transit Agency will make some headway with this service.

In summary, it is the general concensus of those involved in the region that the formation of the new Regional Transit Agency (N.E.I.C.A.C.) will go far to meet the goal of a single coordinated regional transit system to supply transit to the region economically and efficiently.

APPLICATION LETTER

Applicant's Legal Name: North East Iowa Community Action Corporation

Mailing Address: Box 30

Decorah, IA 52101

Telephone Number: 319 / 382-2918
(Area)

Date: _____

Capital Assistance: \$ 7,373

Operating Assistance: \$ 66,532

Total Amount Requested: \$ 73,905

Signature: Richard E. Wagoner

Title: Richard Wagoner, Executive Director

AUTHORIZING RESOLUTION

We, hereby, authorize North East Iowa Community Action Corporation

(Applicant's legal name) on APRIL 4TH 1979 (date)

to apply for \$ 73,905 (total amount of funds) to be

used for capital and operating (capital and/or operating)

assistance under the state transit assistance program and enter into contract with the Iowa Department of Transportation.

Name: North East Iowa Community Action Corporation

By: Dale J. Bender

Title: BOARD CHAIRMAN

Address: 507 1ST STREET N.E.

WELDON, IOWA 52172

Telephone: 319 1568 2286
(Area)

NOTICE

The public is hereby informed that a public hearing will be held on May 17, 1979, at 10:00 a.m. in the Regional Planning Commission Office, 134 Greene, Postville, Iowa. The purpose of the hearing is to review the application to the Iowa Department of Transportation for funds for operation and equipment. The hearing is being conducted by the Northeast Iowa Community Development Corporation, applicant and the Regional Planning Commission.

1-15

STATE OF IOWA, HOWARD COUNTY, SS.

I, Betty Munkel, being first duly sworn, on oath depose and say:

That I am one of the employees of TPD Publishing, Inc., publishers of The Times - Plain Dealer (The Howard County Times and Cresco Plain Dealer consolidated), a weekly newspaper of general circulation published in Howard County, State of Iowa; that the

notice of hearing-see Iowa Department of Transportation

which is annexed hereto was cut from the columns of said newspaper, and said notice of hearing

was published in said newspaper for one week, being in the issue of said newspaper on the 11th day of April, 1979

Publication fee \$ 4.77

Betty Munkel
Affiant

Subscribed and sworn to before me and in my presence by the said Betty Munkel this 12th day of April, 1979

Lucille Benson

PUBLIC HEARING ON DOT APPLICATION
REGION I

The Public Hearing on the Department of Transportation application for Region I was held at 10:10 a.m. at the Regional Planning Office, Postville, Iowa with the following people present:

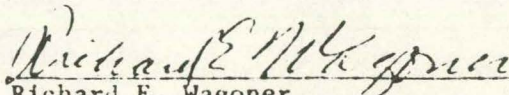
Rick Ernst, U.E.R.P.C.
George Pfister, AAA
Joyce Epperly, AAA
Delores Maddigan, NEICAC

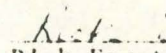
Catherine Irons, NEICAC
Richard E. Wagoner, NEICAC
Alice Koss, Clayton Co. Delegate AAA

Rick Ernst of the Regional Planning office presented the budget. George Pfister, AAA Director, asked about the Head Start Program as to what they would contribute. Mr. Ernst answered that Head Start was not asking for operating money, but would furnish their own. Head Start is asking for vehicle money.

Discussion was held on gasoline costs. Discussion was also held on how vehicles would be transferred. No decision was reached.

Hearing was closed at 10:50 a.m.


Richard E. Wagoner
Recorder


Rick Ernst
Attested

OPINION OF LEGAL COUNSEL

It is my opinion that North East Iowa Community Action Corporation

(applicant's legal name) has the authority to apply for state transit assistance program funds and expend such funds if awarded in accordance with Iowa Department of Transportation Rules 820-(09,B)1 as adopted September 7, 1976 by the Transportation Commission and approved on October 13, 1976 by the Legislative Rules Committee; that the above name is a duly constituted agency in accordance with the laws of Iowa; and that there is no existing or threatened legal impediment to the above named applying for or receiving such funds, or carrying out the project if successful in being awarded such funds.

Name: Isadore Meyer, Attorney at Law

By: *Isadore Meyer*

Address: 101½ East Water Street

Decorah, IA 52101

Telephone: 319 / 382-3647
(Area)

PERSONNEL LISTING

Agency Name Northeast Iowa Community Action Corporation

FY 80

a. ACCOUNT FOR ALL PERSONNEL BY PERSONNEL JOB TITLE OR CLASSIFICATION (Do Not List Names)	b. YEARLY SALARY	c. No. of Persons	d. TOTAL YEARLY SALARIES (in \$)	e. EMPLOYERS SHARE OF THE YEARLY FICA/IPERS	f. YEARLY FRINGE BENEFITS	g. YEARLY PERSONNEL COSTS (d+e+f)
Transit Administrator	10,811	1	10,811	100%	1,622	12,433
Secretary/Bookkeeper	7,617	1	7,617	100%	1,143	8,760
Drivers	4,340.42	12	52,085	100%	7,813	59,898
TOTALS	22,768.42	14	70,513	100%	10,578	81,091
TOTAL PERSONNEL COSTS						81,091

CONTINUATION OF FUNDING

We, North East Iowa Community Action Corporation
(agency name), realize that state transit assistance funds are appropriated
by the State Legislature, on a year-to-year basis.

We also realize that if such funds are awarded as a result of this appli-
cation, there is no guarantee of additional funding, either in the present or
future years.

We also realize that if future funds are either not awarded or not avail-
able it will be necessary to provide financial support for transit services
from sources other than the Iowa DOT Transit Assistance Program.

Our plans for financing transit services after Iowa DOT transit funds are
depleted are as follows:

- Continue to use funds from Title III (Q.A.A.) as long as available
- Contributions from participants
- Funds from County Boards of Supervisors
-
-
-
-
-

Name: North East Iowa Community Action Corporation
(Applicant's Governing Board)
By: *Richard E. Wagner*
(Signature)
Title: EXECUTIVE DIRECTOR
Address: P. O. BOX 30
DECORAH, IOWA, 52101
Telephone: 319 1382 2918
(Area)

LETTER OF COMMENT

We have reviewed the application of Northeast Iowa Community Action Corporation

(applicant's legal name) under the state transit assistance program.

We believe the application (is/~~is not~~) in compliance with the RTDP/~~TIP/TSM~~). We believe this application (does/~~does not~~) have local support and furthers the transportation goals and objectives of this planning area.

Name: Upper Explorerland Regional Planning Commission
(Regional Planning Agency)

By: J. D. Amick

Title: Director

Date: April 6, 1979

Address: 134 W. Greene Street

Postville, IA 52162

Telephone: 319 / 864-7551
(Area)

RESOLUTION DESIGNATING AGENCY FOR
SINGLE ADMINISTRATIVE UNIT

The Allamakee County Board of Supervisors designates the Northeast Iowa Community Action Corporation as the single administrative unit for transit in Region I.

The Northeast Iowa Community Action Corporation will be the sponsoring Agency of the Region I Transit System effective July 1, 1979.

Chairman, Allamakee Board of Supervisors

April 2, 1979
Date of Resolution

RESOLUTION DESIGNATING AGENCY FOR
SINGLE ADMINISTRATIVE UNIT

The Clayton County Board of Supervisors designates the Northeast Iowa Community Action Corporation as the single administrative unit for transit in Region I.

The Northeast Iowa Community Action Corporation will be the sponsoring Agency of the Region 1 Transit System effective July 1, 1979.

Y. Russell H. Pales
Chairman, Clayton County Board of Supervisors

3 - 27 - 79
Date of Resolution

RESOLUTION DESIGNATING AGENCY FOR
SINGLE ADMINISTRATIVE UNIT

The Fayette County Board of Supervisors designates the Northeast Iowa Community Action Corporation as the single administrative unit for transit in Region I.

The Northeast Iowa Community Action Corporation will be the sponsoring Agency of the Region I Transit System effective July 1, 1979.

Carl Wagner
Chairman, Fayette County Board of Supervisors

3/28/79
Date of Resolution

RESOLUTION DESIGNATING AGENCY FOR
SINGLE ADMINISTRATIVE UNIT

The Howard County Board of Supervisors designates the Northeast Iowa Community Action Corporation as the single administrative unit for transit in Region I.

The Northeast Iowa Community Action Corporation will be the sponsoring Agency of the Region I Transit System effective July 1, 1979.


Melvin Cannon
Chairman, Howard County Board of Supervisors

7/1/1979
Date of Resolution

RESOLUTION DESIGNATING AGENCY FOR
SINGLE ADMINISTRATIVE UNIT

The Winneshiek County Board of Supervisors designates the Northeast Iowa Community Action Corporation as the single administrative unit for transit in Region I.

The Northeast Iowa Community Action Corporation will be the sponsoring agency of the Region I Transit System effective July 1, 1979.



Chairman, Winneshiek County Board of Supervisors

Date of Resolution



**SUMMARY
FINANCIAL OPERATING STATEMENT
for**

N.E. Iowa Community Action Corporation

FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 TOTAL BUDGET	STATE FUNDS REQUESTED	% STATE FUND TO TOTAL BUDGET
OPERATING REVENUE				
General Revenue				
Cash Passengers				
Trip Tickets				
Weekly Passes				
Monthly Passes				
Contributions	14,000	16,500 11,667		
Sub-Total		11,667		
General Charter Revenue				
School Revenue				
Passes and Cash				
Charter AAA		73,183		
Headstart		49,800		
Sub-Total	14,000	16,500 122,983		
TOTAL REVENUE (A)	14,000	16,500 134,650 (1)		
OPERATING EXPENSES		22,804		
General and Administration	21,134	36,451 3525	11,532	32%
Accounting	600	700		
Insurance and Safety	14,200	16,300 23,532	10,000	70%
Operating Taxes	9,864	11,711 12,610		
Operators Supervision	3,716	4,000 1,412		
Maintenance	3,000	3,500 8,130		
Transportation	66,308	86,520 119,195	45,000	52%
Service and Cleaning				
Purchasing and Inventory				
Marketing	250	350 500		
TOTAL EXPENSES (B)	119,072	157,532 191,708	66,532	42%
NON-OPERATING INCOME *				
Interest		500		
Advertising				
TOTAL NON-OP. INCOME (C)		500		
NET INCOME (LOSS) (A-B) + C		(\$56,558)		

* Note: Do not list on this form any subsidies received - see Section 9.

(1) \$7,500 of Contributions will be used as match for capital expenditures.



DETAILED
FINANCIAL OPERATING STATEMENT
for
N.E. Iowa Community Action Corporation
FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 BUDGET	STATE FUNDS REQUESTED	STATE FUNDS TO TOTAL BUDGET
GENERAL & ADMINIS.:		10,096		
Salary-General Mgr.	9,948	10,811	3,484	32%
Expense-Gen. Mgr.				
Gen. Employee Travel	3,000	2,075 3016		
Salaries-Staff	6,936	7,617 7151	2,000	26%
Gen. Employee Exp.				
Dues & Subscriptions				
Office Supplies	1,250	1,200		
Gen. Medical Exp.				
Accounting Fees				
Legal				
Professional Fees		125		
Vacation/Sick Leave				
Telephone		1,000 2416		
Group Life Insurance				
Acc. & Health Wages				
Employee Hosp. Ins.				
Pension Costs				
Transit Planning				
Trustee Expense				
Equipment		1,700		
Supportive Costs		12,048	6,048	50%
TOTAL GEN./ADMIN.	21,134	36,451 22,304	11,532	32%
ACCOUNTING:				
Salaries & Wages				
Office Supplies		1525		
Vacation/Sick Leave				
Accounting Services				
Revenue Security Exp.				
Audit	600	700 2000		
TOTAL ACCOUNTING	600	700 3525		
INSURANCE & SAFETY:				
Ins. & Safety Wages				
P/L & P/D Insurance	14,200	14,300 23,532	10,000	70%
Injuries & Damages				
Workmen's Comp.				
Fire & Theft Ins.				
Equip. Acc. Rprs.				
Rev. Equip.				
TOTAL INS./SAFETY	14,200	14,300 23,532	10,000	70%

DETAILED
FINANCIAL OPERATING STATEMENT
for
N.E. Iowa Community Action Corporation
FROM July 1, 1979 to June 30, 1980

	FISCAL YEAR 1978-1979 ACT. EXPENSES	FISCAL YEAR 1979-1980 BUDGET	STATE FUNDS REQUESTED	% STATE FUNDS TO TOTAL BUDGET
OPER. TAXES & LICENSES:				
Fuel Taxes				
Social Security Taxes				
I.P.E.R.S.				
Unemployment Taxes				
Fringe Benefits	9,164	10,711 10,710		
Licenses	700	1,000 1,900		
TOTAL OP. TAX & LIC.	9,864	11,711 12,610		
OPERATIONS SUPERVISION:				
Salaries & Wages				
Office Supplies		1,000		
Vacation/Sick Leave				
Utilities	816	900 612		
Telephone	2,500	1,500		
Training	400	600 800		
TOTAL OPER. SUPV.	3,716	4,000 1412		
MAINTENANCE:				
Supervisory Salaries				
Mechanics Labor				
Repair to Serv. Equip.				
Vacation/Sick Leave				
Maint. Supplies -				
Rev. Equipment	3,000	3,500 8130		
Repair Parts -				
Rev. Equipment				
Outside Towing				
TOTAL MAINTENANCE	3,000	3,500 8130		
TRANSPORTATION:				
Supv. & Adm. Wages				
Drivers Wages	44,208	52,085 72,134	30,000	50%
Rents for Terminals				
Vacn. & Sick Leave				
Diesel Fuel				
Gasoline	20,760	23,075 37,451	15,000	65%
Motor Oil				
Anti-Freeze				
Refrigerant				
Tires/Tubes Rev. Eqp.	1,000	1,000		
Physicals	340	360		
Purchase of Service (Oelwein)		10,000 8250		
TOTAL TRANSPORTA.	66,308	86,460 119,195	45,000	50%

STATISTICS

Statistics	Projected Amount For Previous Fiscal Year 1978 - 1979	Projected Amount For Fiscal Year 1979 - 1980	Net Change	% Change
Total Passengers	38,000	76,455 72,000	34,000	89%
Annual Revenue Miles of Operation	272,000	202,851 400,000	128,000	47%
Number of Vehicles	6 vans 5 cars 11 Total	9 vans 5 cars 5 station wagons 19 Total	3 vans 5 station wagons 8 Total	73%
Type (Bus/Van/Etc.)				
Year of Manufacture	Vans: 3-1976, 3-1977 Cars: 2-1973, 3-1974	Vans: 3-1977, 6-1979 Cars: 2-1974, 3-1979 Wagons: 2-1976, 3-1977	--	--
Passenger Capacity	94	171	77	82%
Peak Period Usage	--	--	--	--
Off-Peak Usage	--	--	--	--
Total Annual Hours	16,380	23,720	7,340	45%
Total Annual Days of operation	2,860	4,380	1,520	53%
Number of fixed routes	50	50	--	--
Fares				
Adult				
Elderly } Donations	14,000	16,500	2,500	18%
Handicapped }				
School				
Peak				
Off-Peak				

(1) Present system includes only Handicapped, Elderly, & Nutrition transportation.

(2) System for FY 80 will include the above as well as Headstart, R.S.V.P., and Oelwein Elderly Taxi Service as soon as contracts can be signed.

TRANSIT SYSTEM BUDGET

Region I - Country Traveller Transit System

Name of System

Regional Transit Agency (Northeast Iowa Community Action Corporation)

Name of Transit Agency

Operational
 Capital

IN COMPLIANCE

TABLE X

Project Title	Terminal (General Description)	Length of Equipment	Type of Work	Funding Source	Past Year	Present Year (Annual Element)	+1 Year	+2 Year	+3 Year	+4 Year	Total 5-Yr. Program			
(1)	(2)	(3)	(4)	(5)	(6) FY 79	(7) FY 80	(8) FY 81	(9) FY 82	(10) FY 83	(11) FY 84	(12) FY 80-84			
Regional Transit Agency (administration & operations) -previously Elderly, Nutrition, & Handicapped. -in FY 80 the R.T.A. will include Gelwein Elderly Taxi Service and R.S.V.P. -a substantial increase in operational costs will occur because of start up of Regional Transit Agency.	on-going	6 vans 5 cars	4	I.D.O.T.	\$119,072	\$191,708	\$168,560	\$180,360	\$192,985	\$206,494	\$905,931			
				AAA	\$157,532									
				County money										
				Donations	24,072	11,667	14,980	16,029	17,151	18,352	80,512			
				Headstart		AAA	Title III	Title III	Title III	Title III	Title III			
					5,000	73,188	58,850	62,970	67,378	72,094	316,292			
						Headstart	Oelwein	Oelwein	Oelwein	Oelwein	Oelwein			
						49,800	5,350	5,725	6,126	6,555	23,756			
						50,000	I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.			
							I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.	I.D.O.T.			
			47,238	71,190	76,173	81,505	87,210	382,610						
			40,000	5 Counties	5 Counties	5 Counties	5 Counties	5 Counties						
			Allamakee County	18,190	19,463	20,825	22,283	97,761						
			Clayton Co.	2,192										
			Fayette Co.	1,974										
			Howard Co.	1,864										
			Winnebago County	1,645										
				1,645										

500 Interest Income

TRANSIT SYSTEM BUDGET TOTALS

Region I - Regional Transit Agency

Name of System

Name of Transit Agency
TABLE XIV

		Past Year	Present Year (Annual Element)	+1 Year	+2 Year	+3 Year	+4 Year	Total 5-Yr. Program
		(8)	(7)	(8)	(9)	(10)	(11)	(12)
Total In Compliance	Operational	119,072	191,708 157,532	168,560	180,360	192,985	206,494	905,931
	Capital	--	61,644	66,935	54,600	61,700	88,760	333,639
	Sub-Total	119,072	219,176	235,495	234,960	254,685	295,254	1,239,570
Total Not in Compliance	Operational	70,087	84,976	91,742	100,144	107,711	116,276	500,849
	Capital	-----	-----	ALL VEHICLES ARE LEASED-----	-----	-----	-----	-----
	Sub-Total	70,087	84,976	91,742	100,144	107,711	116,276	500,849
Total		189,159 operation only	304,152	327,237	335,104	362,396	411,530	1,740,419
% In Compliance		63% operation only	72%	72%	70%	70%	72%	71%

