



Selkirks-Pend Oreille Transit Authority

Public Notice of Regular Board Meeting Agenda

11:00 am, Thursday, January 20, 2022, SPOT Office

31656 Hwy 200, Suite 102. Ponderay, ID

Zoom Meeting ID: 841 9340 4709

Passcode: 335729

1. Call to Order and Roll Call
2. Public comment period for items not on the Agenda (including questions from the press)
3. Approval of Minutes
 - a. Action Item: Approve Minutes of the December 16, 2021 regular meeting.
4. Financial Reports
 - a. Action Item: Accept Financial Reports for December 2021
 - b. Action Item: Approve Payment of Prepaid Bills and Outstanding Bills
5. Staff Reports
 - a. Ridership – David Sims
 - b. Operations – David Sims
6. Committee Reports
 - a. Boundary County Service Development Committee
 - b. Finance Committee Update
7. Action and Discussion Items:
 - a. Action Item: Approve changing new route bus passenger capacity
 - b. Action Item: Consider driver wages
 - c. Action Item: Consider holiday pay exception
 - d. Action Item: Consider mountain route operations
8. Comments from the Chair and Board Members
9. Adjournment

Note: Public information on agenda items is available from the SPOT office at 31656 Highway 200 Suite 102, Ponderay, ID or call (208) 263-3774. Any person needing special accommodations at the above noticed meeting should contact SPOT three days prior to the meeting at (208) 263-3774.

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
December 16, 2021**

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:00 A.M.

PRESENT: Clif Warren, Colleen Culwell, David Sims, Gary Kunzeman, Nancy Lewis, Ron Smith, Shannon Pittman, Zale Palmer

Absent: Wally Cossairt

Public Comment Period: No public present.

MINUTES: Approve minutes of the November 18, 2021 regular meeting as presented.

Motion to Approve: Zale Palmer/ Gary Kunzeman. All in favor. Approved

FINANCIAL REPORTS:

- A.** Accept Financial Reports for November. The Finance Committee reviewed the financial reports. Fuel costs are stabilized for the time being.

Motion to approve financial reports: Clif Warren/ Ron Smith. All in favor. Approved

- B.** Approve payment of prepaid bills and outstanding bills.

Motion to approve payment of prepaid bills and outstanding bills: Clif Warren/ Ron Smith. All in favor. Approved

STAFF REPORTS:

Ridership: David Sims reported that para transit ridership still good. Boundary County ridership increased again. Mountain Route ran for the opening weekend and then was shut down due to weather. No significant change in fixed route. The ridership on all routes exceeded November from prior year, except Mountain Route which was closed. Boundary County ridership hit 200. It is getting hard to exceed that number due to availability. The bus is driving out to Moyie Springs and also still makes deliveries for the Food Bank. May need to adjust or stop the Food Bank deliveries to allow more availability for riders.

Operations: The Mountain Route was shut down after the opening weekend. Schweitzer is still paying their full match and we paid the drivers for their scheduled shifts. Only 3 out of 92 ski runs are open so far, so limited operations. No issues with buses so far. No delivery date for new mountain bus. We have been promised a backup bus by the manufacturer if needed before the new bus is delivered. Schweitzer is also supposed to have a backup bus available for our use. The Boundary County and new route buses have been ordered from Washington. ITD working on more PSA's, to be issued in Spring. Driver status is good. One driver is leaving for 3 weeks in December for surgery and plans to return afterward. CityLink received a grant to develop an app for online demand scheduling and is getting ready to launch. They would like us to participate at no cost until May 2022. David doesn't feel that the system fits our operations for now. Will watch to see how their launch goes.

COMMITTEE REPORTS:

- A. Boundary County Service Development Committee:** Ron Smith reported that Dennis Wied will no longer be director of the Economic Development Council as of 12/31/21. However, he would still like to stay on the Boundary County Service Development Committee. Ron talked with Wally Cossairt about attending the monthly meetings in Ponderay. He is attending the meetings in Bonners Ferry.
- B. Finance Committee Update:** Zale Palmer reported the committee reviewed the changes to the employee manual and financial reports.

ACTION & DISCUSSION ITEMS:

- A. Update Resolution 003 – Prepayment of Certain Vendors.** The Resolution has been updated to include new frequently used vendors.
Motion to adopt the updated Resolution 003 – Prepayment of Certain Vendors. Ron Smith/ Gary Kunzeman. Approved.
- B. Surplus Property Declaration.** We need to declare the money clip in lost and found as surplus property so it can be disposed of.
Motion to declare the money clip as surplus property. Clif Warren/ Ron Smith. Approved.
- C. Consider changes to Personnel Policy.** Changes were made to the personnel policy as discussed at previous meetings. Changes centered mainly around the definition of full-time status and paid time off. Discussed the various changes. Agreed that holiday pay would continue as in the previous version, except that holidays would be observed on the actual holiday.
Motion to approve changes to the personnel policy contingent on ICRMP approval and to also include all of the addendums attached to the previous version, effective date to be after receiving ICRMP approval. Gary Kunzeman/ Nancy Lewis. Approved.
- D. Consider Christmas Bonus for employees.** All current employees to receive \$50 bonus in their next paycheck.
Motion to add \$50 bonus per employee to the next payroll. Clif Warren/ Ron Smith. Approved.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 12:01 p.m.

Selkirks-Pend Oreille Transit Authority
Summarized Balance Sheet
As of December 31, 2021

ASSETS	Bonner County	Boundary County	Van Pool	Total
Current Assets				
Checking/Savings	365,391.65	27,378.61	4,413.69	397,183.95
Accounts Receivable	117,164.57	953.40	0.00	118,117.97
Grant Funds Receivable	70,867.00	3,516.00	0.00	74,383.00
Total Other Current Assets	32,024.91	1,723.08	0.00	33,747.99
Total Current Assets	585,448.13	33,571.09	4,413.69	623,432.91
Total Fixed Assets	1,078,240.01	72,360.37	0.00	1,150,600.38
TOTAL ASSETS	1,663,688.14	105,931.46	4,413.69	1,774,033.29
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities	50,358.39	2,056.18	0.00	52,414.57
Equity	1,613,329.75	103,875.28	4,413.69	1,721,618.72
TOTAL LIABILITIES & EQUITY	1,663,688.14	105,931.46	4,413.69	1,774,033.29

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01/15/22
Accrual Basis

**Selkirks-Pend Oreille Transit Authority
Summary Profit & Loss Budget vs. Actual
December 2021**

	Bonner County		Boundary County		Mountain Route		Van Pool		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	46,924.57	267,626.07	4,469.40	4,763.41	25,657.00	24,561.74	0.00	0.00	77,050.97	296,951.22
Expenses:										
Administration	10,755.27	12,853.96	306.57	624.78	2,115.73	3,023.25	0.00	0.00	13,177.57	16,501.99
Operations	38,919.01	41,751.99	4,488.46	4,408.99	27,070.19	29,938.89	0.00	0.00	70,477.66	76,099.87
Preventative Maintenance	8,757.55	5,569.30	206.57	519.29	5,519.15	5,171.20	0.00	0.00	14,483.27	11,259.79
Total Expenses	58,431.83	60,175.25	5,001.60	5,553.06	34,705.07	38,133.34	0.00	0.00	98,138.50	103,861.65
Net Ordinary Income	-11,507.26	207,450.82	-532.20	-789.65	-9,048.07	-13,571.60	0.00	0.00	-21,087.53	193,089.57
Other Income/Expense	-2,143.95	-283,499.58	0.00	0.00	0.00	0.00	0.00	0.00	-2,143.95	-283,499.58
Net Income	-13,651.21	-76,048.76	-532.20	-789.65	-9,048.07	-13,571.60	0.00	0.00	-23,231.48	-90,410.01

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08:21 AM
01/15/22
Accrual Basis

**Selkirks-Pend Oreille Transit Authority
Summary Profit & Loss Budget vs. Actual
October - December 2021**

	Bonner County		Boundary County		Mountain Route		Van Pool		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	266,983.50	494,910.49	24,859.57	25,954.25	116,678.11	448,190.75	0.00	0.00	408,521.18	969,055.49
Expenses:										
Administration	31,070.03	42,361.74	776.16	2,859.38	5,855.41	6,641.35	0.00	0.00	37,701.60	51,862.47
Operations	108,665.62	121,392.27	12,564.50	10,386.98	34,905.62	48,475.46	0.00	0.00	156,135.74	180,254.71
Preventative Maintenance	19,012.17	17,027.87	403.83	1,957.83	10,921.82	5,186.20	0.00	0.00	30,337.82	24,171.90
Total Expenses	158,747.82	180,781.88	13,744.49	15,204.19	51,682.85	60,303.01	0.00	0.00	224,175.16	256,289.08
Net Ordinary Income	108,235.68	314,128.61	11,115.08	10,750.06	64,995.26	387,887.74	0.00	0.00	184,346.02	712,766.41
Other Income/Expense	-2,118.91	-290,498.78	0.00	0.00	0.00	-335,000.00	0.00	0.00	-2,118.91	-625,498.78
Net Income	106,116.77	23,629.83	11,115.08	10,750.06	64,995.26	52,887.74	0.00	0.00	182,227.11	87,267.63

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01/14/22

Selkirks-Pend Oreille Transit Authority
Unpaid Bills Detail
As of January 14, 2022

Type	Date	Num	Open Balance
Bryson Sales & Service, Inc.			
Bill	12/13/2021	182374	119.47
Bill	12/27/2021	182560	241.29
Bill	12/28/2021	182568	111.10
Bill	01/04/2022	182659	204.19
Total Bryson Sales & Service, Inc.			676.05
Keokee			
Bill	12/08/2021	62611	2,160.00
Bill	12/08/2021	62610	1,320.00
Total Keokee			3,480.00
Selkirk Press, Inc.			
Bill	12/17/2021	16783	680.00
Total Selkirk Press, Inc.			680.00
TOTAL			4,836.05

Selkirks-Pend Oreille Transit Authority

Paid Bills Detail

As of December 30, 2021

	Type	Date	Num	Open Balance
Bonner General Health				
	Bill	12/01/2021	Nov testing	100.00
Total Bonner General Health				100.00
Brown's Northside Machine & Gear, Inc.				
	Bill	12/21/2021	W 46235	613.58
	Bill	12/22/2021	W 46237	550.84
Total Brown's Northside Machine & Gear, Inc.				1,164.42
Coleman Oil				
	Bill	12/12/2021	CL27825	3,218.81
	Bill	12/19/2021	CL29358	3,463.82
	Bill	12/26/2021	CL30128	3,729.81
Total Coleman Oil				10,412.44
KG&T Septic, Inc.				
	Bill	12/14/2021	25343	130.00
Total KG&T Septic, Inc.				130.00
Les Schwab				
	Bill	12/23/2021	10800662881	2,009.76
Total Les Schwab				2,009.76
Mike White Ford of Sandpoint				
	Bill	12/15/2021	21425	37.83
	Bill	12/22/2021	21546	61.35
	Bill	12/29/2021	21633	37.83
Total Mike White Ford of Sandpoint				137.01
Pressure Clean Services, Inc.				
	Bill	11/13/2021	15456	200.00
	Bill	12/11/2021	15536	315.00
	Bill	12/16/2021	15553	145.00
	Bill	12/24/2021	15572	185.00
Total Pressure Clean Services, Inc.				845.00
RWC Group				
	Bill	12/13/2021	XA106023452	47.52
	Bill	12/28/2021	XA106024180	1,034.32
Total RWC Group				1,081.84
State Insurance Fund				
	Bill	12/01/2021	Installment #2	6,499.00
Total State Insurance Fund				6,499.00
Verizon Wireless				
	Bill	12/13/2021	9895021875	244.88
Total Verizon Wireless				244.88
Zipty Fiber - BF				
	Bill	12/13/2021		38.63
Total Zipty Fiber - BF				38.63
TOTAL				22,662.98

Selkirks-Pend Oreille Transit Authority
Paid Bills Detail
As of January 14, 2022

	Type	Date	Num	Open Balance
Brown's Northside Machine & Gear, Inc.				
	Bill	01/06/2022	W46330	288.17
Total Brown's Northside Machine & Gear, Inc.				288.17
Coleman Oil				
	Bill	12/31/2021	CL30816	2,494.68
	Bill	01/02/2022	CL34575	1,005.01
	Bill	01/09/2022	CL35434	3,288.92
Total Coleman Oil				6,788.61
First Bankcard				
	Bill	12/28/2021		4,668.91
Total First Bankcard				4,668.91
Mike White Ford of Sandpoint				
	Bill	01/05/2022	21745	55.21
Total Mike White Ford of Sandpoint				55.21
Mountain Ledgers				
	Bill	12/31/2021	5848	810.00
Total Mountain Ledgers				810.00
Napa Auto Parts				
	Bill	01/10/2022	070942	179.37
	Bill	12/27/2021	068687	91.16
Total Napa Auto Parts				270.53
Pressure Clean Services, Inc.				
	Bill	01/08/2022	15600	240.00
Total Pressure Clean Services, Inc.				240.00
RWC Group				
	Bill	01/03/2022	XA106024175	678.24
Total RWC Group				678.24
Specialty Auto Glass				
	Bill	01/03/2022	I0072392	366.70
	Bill	01/11/2022	I0072450	299.13
Total Specialty Auto Glass				665.83
Spokane Testing Solutions				
	Bill	12/31/2021	10699	450.00
Total Spokane Testing Solutions				450.00
Zipty Fiber				
	Bill	12/22/2021		163.43
Total Zipty Fiber				163.43
TOTAL				15,078.93



2253 052276
SELKIRKS PEND OREILLE TRA
DAVID SIMS
BOX 8
31656 HIGHWAY 200
PONDERAY ID 83852-9500

First National Bank of Omaha
P.O. Box 2818
Omaha, NE 68103-2818

Account Number: 4988 6591 3592 5817
New Balance: \$4,668.91
Minimum Payment Due: \$93.37
Payment Due Date: January 25, 2022

Make checks payable to First National Bank of Omaha

Amount of Payment Enclosed

\$

Change of Address? If yes, please
complete reverse side.

4988659135925817 0000000009337 0000000466891

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:
4988 6591 3592 5817
Page 001 of 002



Account Summary

Previous Balance \$3,393.77
Payments -\$3,393.77
Other Credits -\$0.00
Purchases +\$4,668.91
Balance Transfers +\$0.00
Cash Advances +\$0.00
Fees Charged +\$0.00
Interest Charged +\$0.00
New Balance \$4,668.91

Statement Closing Date 12/28/21
Days in Billing Cycle 29

Total Credit Limit \$10,000.00
Available Credit \$5,331.00
Cash Limit \$2,000.00
Available Cash \$2,000.00



Payment Information

New Balance \$4,668.91
Minimum Payment Due \$93.37
Past Due Amount \$0.00
Payment Due Date January 25, 2022

Manage your business expenses with convenient
online access.



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- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

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(TDD Telecommunications Device for the Deaf: 1-800-925-2833)

Visit: www.card.fnbo.com

Remit to: First National Bank of Omaha, P.O. Box 2818, Omaha, NE 68103-2818

REWARDS SUMMARY

Earn reward points everyday you earn 5 points per \$1 spent on qualifying Business Expenses (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent); 2 points per \$1 spent on qualifying Gas and Dining Purchases (up to \$25,000 during a period of 12 billing cycles. After \$25,000, earn 1 point per \$1 spent); and 1 point per \$1 spent on other purchases.

Regular points earned this month.....4,619
Business Expense points earned this month.....250
Gas and Dining points earned this month.....0
Bonus points earned this month.....0
Total points earned this month.....4,869
Points redeemed this month.....0
Current point balance.....103,603

Points expiring on your next statement closing date181

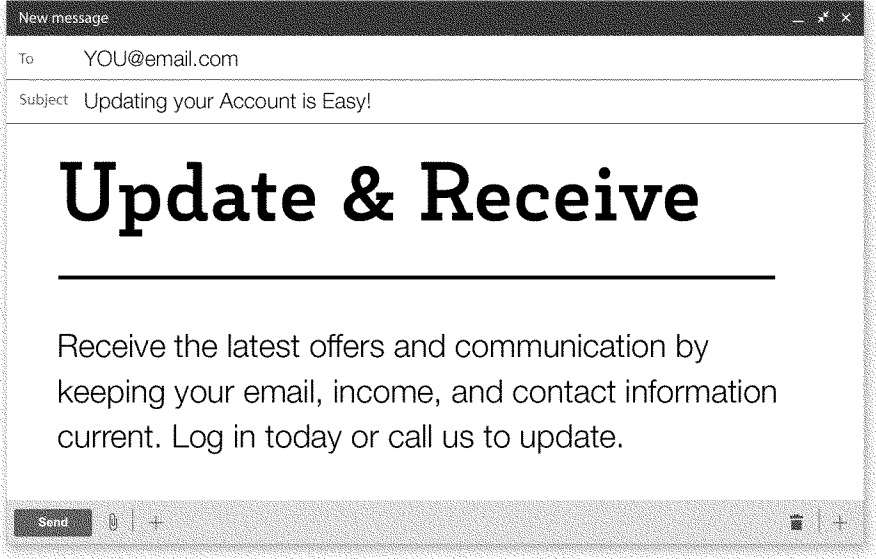
(Points earned expire on or after 3 years from the date they are awarded. To avoid expiring your points, please redeem them before your due date listed on this statement.)

Redeem your points for travel, gift cards, merchandise, cash back as a statement credit to the designated Account, an ACH deposit to any checking or savings account (ABA routing number required), or as a check sent to you by mail. You can redeem online 24/7 by accessing the Account at the web address listed above or by calling the Rewards Service Center at 888-801-7987 during hours of operation Monday through Friday, 8:00 a.m. to 11:00 p.m. Central Standard Time, and Saturday and Sunday, 8:00 a.m. to 4:30 p.m. Central Standard Time.



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
11-29	12-01	24943011334010198046313	THE HOME DEPOT #1810 PONDERAY ID	\$33.25
12-01	12-02	24692161335100637879682 7	GOOGLE *GSUITE_spotbus cc@google.com CA	\$12.00
12-03	12-06	24073141339900017118552 1	ABSOLUTE BUS 910-2720177 NC	\$328.90
12-03	12-06	24692161337100543419597 7	SQ *COMPASS MECHANICAL RE gosq.com ID	\$2,060.20
11-30	12-10	24622751343200234906087 7	CREATIVE BUS SALES AZ PHOENIX AZ	\$393.17



Account Number:
4988 6591 3592 5817
Page 002 of 002



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
12-10	12-10	74418001344027555060794	PAYMENT - THANK YOU	\$3,393.77 (CR)
12-09	12-13	24943011344010187334462	THE HOME DEPOT #1810 PONDERAY ID	\$66.33
12-10	12-13	24692161344100506525746 7	AMZN Mktp US*C25926853 Amzn.com/bill WA	\$508.89
12-13	12-14	24692161347100038436773 7	SQ *COMPASS MECHANICAL RE gosq.com ID	\$1,144.08
12-13	12-14	24011341347000032717701 2	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$14.99
12-14	12-16	24164071349105006413868	STAPLES 00105726 PONDERAY ID	\$34.99
12-14	12-16	24943011349010187324971	THE HOME DEPOT #1810 PONDERAY ID	\$45.38
12-22	12-24	24943011357010191378996	THE HOME DEPOT #1810 PONDERAY ID	\$26.73

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Special Offer or Eligible Purchase APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	19.99% (v)	N/A	\$4,854.85	29	\$0.00
Cash Advance	25.24% (v)	N/A	\$0.00	29	\$0.00

2021 Total Year-to-Date

Total fees charged in 2021 \$39.00
Total interest charged in 2021 \$73.30

Additional Information Regarding Your Account

SERVICEMEMBERS CIVIL RELIEF ACT (SCRA)

If you are an **active duty member of the United States Military**, you may be eligible for additional benefits on your account(s) under the Servicemembers Civil Relief Act (SCRA).

For additional information regarding SCRA benefits, please call 855-868-8446 or log in to the website listed on the front of your statement and click 'Resources' for more information.

An Easier Way to Pay Your Bills!

Tired of writing checks and spending money on stamps every time you pay a bill? Pay your recurring monthly bills automatically with your credit card! No hassle. No forgetting to send a payment for phone, internet, even utilities. And, no worries about your payment being lost or intercepted in the mail. It's quick and convenient. Start paying your monthly bills with your credit card today!

To ensure accuracy, please print clearly using upper-case letters and numbers only.
Please do not use Red Ink, Gel pens or Pencil.

CHANGE OF ADDRESS, PHONE, OR E-MAIL

Address	_____
Apt/Bldg#	_____
City	_____
State, ZIP	_____
Home Phone	_____
Work Phone	_____
Cell Phone	_____
E-mail Address	_____

If you have a Credit Card for business purposes, and are requesting an address change, we may request additional information.

Payment Requirements: Payments must be (1) accompanied by the top portion of this billing statement; (2) received no later than 5:00 p.m. (Central Time) on the Payment Due Date at the location we have specified for receipt of your payment; (3) made only by one check or money order with the account number listed thereon if your payment is made by mail; (4) made in U.S. Dollars; and (5) sent in the enclosed envelope to the P.O. Box specified on the top of the front of this statement. If we accept a payment that does not comply with these requirements, there may be a delay in crediting your account, which may result in additional interest and fees. If your payment is returned unpaid by your bank for insufficient funds, we may re-present your check electronically. If you want to make a single payment on multiple accounts, please contact Commercial Card Customer Service for specific instructions.

Credit Limits: Only the "Cash Limit" portion of your Credit Limit is available for cash advances. "Available Credit" or "Available Cash" refers to the part of your Credit Limit or Cash Limit that was available as of this billing statement's closing date and may not reflect overlimit or credit balance amounts. We may raise or lower your Credit Limit and/or Cash Limit at any time and may restrict the amount that is available for Balance Transfers. After we credit a payment to your account, there may be a delay before it operates to restore your Available Credit or Available Cash. There may be a delay in restoring your Available Credit until we determine a payment is unlikely to be returned for insufficient funds or for some other reason. If an individual Credit Limit has not been established for an account by the Company, its authorized representative or the account owner, the Credit Limit disclosed on statements for any such account may disclose an amount up to the Credit Limit of the Company's account (which may not accurately reflect the actual Credit Limit available for the Company's account).

Errors, Questions and Charges Not Recognized:

- Merchants may bill under different names and/or locations. If possible, verify the dollar amount to a sales receipt.
- When returning merchandise through the mail, always request a returned receipt.
- Be sure to obtain a cancellation number when canceling lodging reservations.
- Regarding problems with goods or services, first attempt to resolve with the merchant.

Liability for Unauthorized Use: If you notice the loss or theft of your credit card or a possible unauthorized use of your card, you should write to us immediately at P.O. Box 3696 Omaha, NE 68103-0696 or the facsimile number 402-602-6098 or call us at 1-800-688-7070. If we issue less than ten cards: (1) You will not be liable for any unauthorized use that occurs after you notify us; (2) You may, however, be liable for unauthorized use that occurs before your notice to us; and (3) In any case, your liability will not exceed \$50. If we issue ten or more cards, the Company, its authorized representative and/or the account owner shall be liable for any and all unauthorized use thereof.

Information Provided to Credit Bureaus: Information about your account is periodically provided to one or more credit bureaus. Late payments, missed payments, or other defaults on your account may be reflected in your credit report. If you think any information regarding you or your account is inaccurate, write to us on a separate sheet at: P.O. Box 3412, Omaha, NE 68103-0412.

SPOT Ridership

2021	Fixed	Demand	Van Pool	Bonniers Ferry	Mountain Route	Total	
January	3,334	270		111	9,300	13,015	
February	3,278	311		96	7,894	11,579	
March	4,345	414		111	6,715	11,585	
April	3,513	331		97	1,531	5,472	
May	3,949	299		69		4,317	
June	3,782	375		119		4,276	
July	4,420	388		169	524	5,501	*759 Festival
August	3,965	460		139		4,564	*618 Festival
September	3,392	459		123	3,382	7,356	
October	3,471	425		190		4,086	
November	3,478	429		200	562	4,669	
December	3,873	401		256	14,413	18,943	
TOTAL YTD	44,800	4,562	0	1,680	44,321	95,363	

2020	Fixed	Demand	Van Pool	Bonniers Ferry	Mountain Route	Total	
January	4,869	397	258	320	18,478	24,322	
February	4,820	404	226	267	13,992	19,709	
March	3,463	319	182	140	6,139	10,243	
April	1,702	101	0	90	0	1,893	
May	2,575	164	8	86	0	2,833	
June	3,103	287	94	97	0	3,581	
July	3,009	387	160	123	0	3,679	
August	2,933	313	140	83	0	3,469	
September	3,132	314	0	118	0	3,564	
October	3,152	391	0	120	0	3,663	
November	2,735	293	0	119	746	3,893	
December	3,213	289		85	7,241	10,828	
TOTAL	38,706	3,659	1,068	1,648	46,596	91,677	

2019	Fixed	Demand	Van Pool	Bonniers Ferry	Mountain Route	Total	
January	4,579	439	236	271		5,525	
February	3,847	373	262	215	5,963	10,660	
March	4,776	443	276	253	11,583	17,331	
April	4,846	452	332	257	1,699	7,586	
May	4,618	446	254	245		5,563	
June	4,129	381	244	256		5,010	
July	4,189	460	284	249		5,182	
August	7,984	389	272	225	1,594	10,464	*2,934 Festival
September	4,042	401	268	230	1,269	6,210	
October	4,310	457	294	239		5,300	
November	4,473	395	232	226	393	5,719	
December	4,806	383	212	258	13,013	18,672	
TOTAL	56,599	5,019	3,166	2,924	35,514	103,222	

2018	Fixed	Demand	Van Pool	Bonniers Ferry	Total	
January	5,201	391	204	207	6,003	
February	4,885	341	322	233	5,781	
March	5,931	345	320	247	6,843	
April	5,962	367	324	188	6,841	
May	4,742	351	270	212	5,575	
June	4,578	335	146	253	5,312	
July	4,704	363	224	216	5,507	
August	8,173	302	256	237	8,968	*2,907 Festival
September	4,390	358	192	214	5,154	
October	4,324	401	232	193	5,150	
November	4,084	457	242	241	5,024	
December	4,295	392	244	167	5,098	
TOTAL	61,269	4,403	2,976	2,608	71,256	

SPOT Agenda Item Summaries

Meeting Date: January 20, 2022

Agenda Item: 7A

From: David Sims

Topic: Approve changing new route bus passenger capacity

Background: There is a nationwide shortage of CDL holders, and this has impacted SPOT's ability to hire drivers. Starting this February, a new regulation will require drivers to go through a formal training program to obtain a CDL. This will make it more difficult to hire drivers.

Currently, a CDL is required if a passenger bus is designed for 16 or more passengers. The route buses we currently have on order are 17 passenger buses, which require a CDL. One option is to order buses that have a lower capacity, such as 13 passengers. This would give SPOT the flexibility to have non CDL drivers in the future. We rarely have more than 13 passengers in a bus at once, so the impact would be minimal (the one exception is the Festival service, where the buses are often filled to capacity).

Meeting Date: January 20, 2022

Agenda Item: 7B

From: David Sims

Topic: Consider driver wages

Background: We would like the board to consider driver wages. We have been advertising on Indeed for driver for the last three weeks, and we have not had a single applicant. Currently the unemployment rate in Bonner County is 2.9%. We have had two drivers out with medical issues over the last three weeks, and it has been extremely difficult to fill the shifts. If we were to have a driver leave it may be difficult to replace them.

Meeting Date: January 20, 2022

Agenda Item: 7C

From: David Sims

Topic: Consider holiday pay exception

Background: Our new personnel policy changes the time and a half holiday pay for hours worked on a holiday from the observed day to the actual day. The new manual has not been approved by ICRMP yet, so the Christmas and New Year holiday pay was paid according to the old policy. I am asking the board to consider an exception for those employees that worked on Christmas and New Year this year. This would affect those employees that worked on the Saturday of the holiday and not the Friday (observed day). The total number of hours paid would be 19.125 hours.

Meeting Date: January 20, 2022

Agenda Item: 7D

From: David Sims

Topic: Consider mountain route operations

Background: The mountain route has been difficult the last month, due to weather, driver and bus mechanical issues. We would like to discuss options with the board for future mountain route operations.
