



Selkirks - Pend Oreille Transit Authority
31656 HWY 200, Box 8 Ponderay, ID 83852 (mailing address)
31656 HWY 200, Suite 102 Ponderay, ID 83852 (physical address)
208-263-3774

Public Notice of *Regular Board Meeting*

11:00 am, Thursday, June 20, 2024
SPOT Office, 31656 Hwy 200, Suite 102, Ponderay, ID
Zoom Meeting ID: 812 2523 0356
Passcode: 048119

Agenda

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 May 16, 2024, SPOT Board meeting.
 - b. Action Item: Approve Minutes of the April 19, 2024, Special Board meeting .
4. Financial Reports
 - a. Action Item: Accept Financial Reports for May 2024
 - b. Action Item: Approve Payment of Prepaid Bills and Outstanding Bills
5. Staff Reports
 - a. Ridership
 - b. Operations
6. Committee Reports
 - a. Boundary County Service Development Committee
 - b. Finance Committee
 - c. Safety Advisory Committee
7. Action and Discussion Items:
 - a. Action/discussion Item: Grants
 - b. Action/discussion Item: Budget requests and projections
 - a. Local contribution requests
 - b. DOT Medical Certificates
 - c. ICRMP cost increase
 - d. Area Agency on Aging funding
 - c. Action/discussion Item: CD rates and renewal
 - d. Action/discussion Item: Supplies, giveaways and/drawings at public events
 - e. Action Item: Financial considerations
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 accommodation 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
May 16, 2024**

Nancy Lewis CALLED THE MEETING TO ORDER AT 11:05 A.M.

PRESENT: Clif Warren, Colleen Culwell, Donna Griffin, Nancy Lewis, Ron Smith, Wendy Trumble, Zale Palmer

Absent: Gary Kunzeman, Wally Cossairt

Public Comment Period: No comments.

MINUTES: Approve minutes of the March 21, 2024 regular meeting as presented.

Motion to approve the minutes of the March 21, 2024 regular meeting as presented. Zale Palmer/ Ron Smith. All in favor. Approved

FINANCIAL REPORTS:

Approve March 2024 financial reports.

Motion to approve March 2024 financial reports. Zale Palmer/ Nancy Lewis. All in favor. Approved

Approve April 2024 financial reports.

Motion to approve April 2024 financial reports. Clif Warren/ Zale Palmer. All in favor. Approved

Motion to add Mak's Signs \$90 bill to the list of outstanding bills. Clif Warren/ Zale Palmer. All in favor. Approved.

Approve payment of prepaid bills and outstanding bills as amended.

Motion to approve payment of prepaid bills and outstanding bills as amended. Zale Palmer/ Ron Smith. All in favor. Approved

STAFF REPORTS:

Ridership: Donna Griffin reported that ridership is doing well. Fixed route is down a little due to decreased use by Schweitzer and their seasonal apartment residents. Fixed Route ridership is still higher than April 2023. Boundary County increased slightly, but still less than 2023. Mountain Route ridership was down due to poor snow conditions. Para Transit continues to increase.

Operations: Donna Griffin reported the Kootenai Cutoff railroad crossing closure is interrupting service, but they are shuttling passengers that need to cross. Lost in the 50's is this weekend, so there will be service interruption for the downtown routes once the streets are closed, along with the extra traffic. Walmart will be moving their bus shelter away from the crosswalk and the parking lot egress. The concrete pad poured by Sandpoint Furniture is not ADA compliant. They will be adding asphalt remnants to slope against the pad curbs to make it compliant. Upcoming marketing events include the Bonner County Fair, Ponderay Days, and Boundary County Health Fair. A contractor has been located to pour the other shelter pads needed. ITD has confirmed the new signage can be submitted under the Marketing Grant. Donna has been attending some conferences and passing on the information to the drivers.

COMMITTEE REPORTS:

- A. **Boundary County Service Development Committee:** No report – did not meet.
- B. **Finance Committee:** Zale reported the financial reports for April were reviewed and approved. Repair expenses are \$40,000 over budget, although total expenses under budget year-to-date. Need to replace the older buses asap as they are incurring expensive repair costs.
- C. **Safety Advisory Committee:** Donna reported training was held last month and will continue on a monthly basis. Topics covered include safety briefing, route information, road conditions/information, equipment conditions, etc. Isaac filed a workers comp claim for injury resulting from stepping through septic cover on passenger's personal property. Zale will provide information on steps and timelines employees should follow when injured.

ACTION & DISCUSSION ITEMS:

A. Action Item: Local contribution requests

a. Special Fixed Routes

A cost of \$500 per day has been established for special seasonal fixed routes. Working on adding seasonal routes to the bus route map.

b. Capital and operating

Letters need to be sent to all participants of expected match for this coming year. Donna will send these out asap. Donna to provide a list of all grant balances at the next meeting. Colleen to assist.

No action taken.

B. Action Item: Mountain West Bank Premier Savings Account

There will be a \$1 per transaction fee under the terms of this account if transactions exceed 5 or 6 per month. Still worth switching due to higher interest rate.

Motion to move the money market savings account to a premier savings account. Zale Palmer/ Ron Smith. All in favor. Approved.

C. Action Item: Occasional office coverage

Occasionally both Donna and Wendy are out of the office. They are pulling in a driver to cover the office until one of them returns.

No action taken.

D. Action Item: Show up pay

An instance may occur when a driver comes in to drive passengers and/or move buses from/to repair shops and the purpose gets cancelled. Donna requested some sort of compensation to be paid to the drivers, even though they don't have any work hours to submit. Discussion pursued.

No action taken.

E. Action Item: Operations, Safety, and Training Manager pay

Donna presented a comparison of hourly pay rates for Shannon and Wendy. Would like to increase Wendy's pay to match what Shannon was paid at the time of her retirement. Discussion regarding length of service and need to first find out how next year's budget will come out, grant awards, and participant responses to match requests.

No action taken.

F. Action Item: Communication equipment

Guest Speaker Ryan Beardslee from AT&T FirstNet presented information about their system and equipment. Donna stated that the monthly charges and equipment purchases will be covered by the communications grant for the first two years. This will eliminate the use of the Verizon cell phones.

No action taken.

G. Technology Planning Grant 5311 = \$55,000

This grant was initially awarded to research feasibility of micro transit, which was never pursued. There were thoughts to turn the grant back to the State. However, according to Donna, ITD has confirmed this grant can be used to cover costs for facilities planning.

No action taken.

H. Financial considerations

None

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 12:18 p.m.

**SPECIAL MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
April 19, 2024**

Nancy Lewis CALLED THE MEETING TO ORDER AT 8:02 A.M.

PRESENT: Colleen Culwell, Donna Griffin, Gary Kunzeman, Nancy Lewis, Ron Smith, Wendy Trumble, Zale Palmer

Absent: Clif Warren, Wally Cossairt

Public Comment Period: No comments.

FINANCIAL REPORTS:

Approve payment of prepaid bills and outstanding bills, amended to add new bills from Shaky and Transloc.

Motion to approve payment of prepaid bills and outstanding bills as amended. Zale Palmer/ Gary Kunzeman. All in favor. Approved

ACTION & DISCUSSION ITEMS:

A. Action Item: Financial Considerations.

No items.

No action taken.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None.

Meeting adjourned 8:04 a.m.

Selkirks-Pend Oreille Transit Authority
Summarized Balance Sheet
As of May 31, 2024

ASSETS	Bonner County	Boundary County	Total
Current Assets			
Checking/Savings	326,530.59	26,720.10	353,250.69
Accounts Receivable	3,360.00	348.00	3,708.00
Grant Funds Receivable	169,188.41	10,624.00	179,812.41
Total Other Current Assets	42,894.33	3,078.67	45,973.00
Total Current Assets	541,973.33	40,770.77	582,744.10
Total Fixed Assets	1,458,893.86	72,360.37	1,531,254.23
TOTAL ASSETS	2,000,867.19	113,131.14	2,113,998.33
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities	28,339.72	1,598.84	29,938.56
Equity	1,972,527.47	111,532.30	2,084,059.77
TOTAL LIABILITIES & EQUITY	2,000,867.19	113,131.14	2,113,998.33

Selkirks-Pend Oreille Transit Authority
Summary Profit & Loss Budget vs. Actual
May 2024

	Bonner County		Boundary County		Mountain Route		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	56,409.00	46,030.02	4,450.00	4,602.60	1,251.00	984.43	62,110.00	51,617.05
Expenses:								
Administration	13,387.25	12,143.12	895.90	597.65	0.00	1,188.30	14,283.15	13,929.07
Operations	40,412.87	45,771.96	3,260.38	5,215.38	56.88	58.33	43,730.13	51,045.67
Preventative Maintenance	4,537.13	5,007.23	69.93	373.50	1,194.06	0.00	5,801.12	5,380.73
Total Expenses	58,337.25	62,922.31	4,226.21	6,186.53	1,250.94	1,246.63	63,814.40	70,355.47
Net Ordinary Income	-1,928.25	-16,892.29	223.79	-1,583.93	0.06	-262.20	-1,704.40	-18,738.42
Other Income/Expense	-732.90	0.00	0.00	0.00	0.00	0.00	-732.90	0.00
Net Income	-2,661.15	-16,892.29	223.79	-1,583.93	0.06	-262.20	-2,437.30	-18,738.42

- -

**Selkirks-Pend Oreille Transit Authority
 Summary Profit & Loss Budget vs. Actual
 October-May 2024**

	Bonner County		Boundary County		Mountain Route		Total	
	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total Income	636,003.06	811,669.98	47,999.00	61,572.05	237,957.59	244,626.56	921,959.65	1,117,868.59
Expenses:								
Administration	117,506.62	107,944.99	8,558.49	5,841.20	3,127.89	19,306.80	129,193.00	133,092.99
Operations	331,873.18	383,168.75	27,075.59	49,289.41	147,650.25	150,466.68	506,599.02	582,924.84
Preventative Maintenance	84,203.83	41,917.74	2,563.94	4,088.08	66,287.50	58,327.08	153,055.27	104,332.90
Total Expenses	533,583.63	533,031.48	38,198.02	59,218.69	217,065.64	228,100.56	788,847.29	820,350.73
Net Ordinary Income	102,419.43	278,638.50	9,800.98	2,353.36	20,891.95	16,526.00	133,112.36	297,517.86
Other Income/Expense	-33,884.31	-304,850.33	-144.83	0.00	0.00	-9,616.67	-34,029.14	-314,467.00
Net Income	68,535.12	-26,211.83	9,656.15	2,353.36	20,891.95	6,909.33	99,083.22	-16,949.14

- -

Selkirks-Pend Oreille Transit Authority
Paid Bills Detail
As of May 28, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
5th Avenue Car Wash				
	Bill	04/16/2024	9109	103.92
Total 5th Avenue Car Wash				<u>103.92</u>
Brown's Northside Machine & Gear, Inc.				
	Bill	05/09/2024	W 49954	504.52
Total Brown's Northside Machine & Gear, Inc.				<u>504.52</u>
Coleman Oil				
	Bill	05/12/2024	CP-0128507	1,823.96
	Bill	05/19/2024	CP-0130173	1,904.87
	Bill	05/26/2024	CP-0131087	1,776.68
Total Coleman Oil				<u>5,505.51</u>
III-A Trust				
	Bill	05/22/2024	June ins.	2,074.00
Total III-A Trust				<u>2,074.00</u>
Mike White Ford of Sandpoint				
	Bill	05/22/2024	37714	1,472.21
	Bill	05/23/2024	37993	50.48
Total Mike White Ford of Sandpoint				<u>1,522.69</u>
Napa Auto Parts				
	Bill	05/20/2024	185055	93.88
Total Napa Auto Parts				<u>93.88</u>
Pressure Clean Services, Inc.				
	Bill	05/11/2024	17667	120.00
	Bill	05/17/2024	17688	80.00
	Bill	05/25/2024	17702	160.00
Total Pressure Clean Services, Inc.				<u>360.00</u>
Verizon Wireless				
	Bill	05/13/2024	9964086460	302.54
Total Verizon Wireless				<u>302.54</u>
Ziplay Fiber - BF				
	Bill	05/13/2024		38.85
Total Ziplay Fiber - BF				<u>38.85</u>
TOTAL				<u><u>10,505.91</u></u>

Selkirks-Pend Oreille Transit Authority
Paid Bills Detail
As of June 13, 2024

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Coleman Oil				
	Bill	05/31/2024	CP-0135192	1,250.20
	Bill	06/02/2024	CP-0137690	377.63
	Bill	06/09/2024	CP-0138720	2,024.92
Total Coleman Oil				<u>3,652.75</u>
Elite Tire & Suspension				
	Bill	06/04/2024	141515	15.00
	Bill	06/04/2024	141513	270.00
	Bill	06/05/2024	141562	270.00
Total Elite Tire & Suspension				<u>555.00</u>
First Bankcard				
	Bill	05/29/2024		1,722.34
Total First Bankcard				<u>1,722.34</u>
Gription Tire Pros				
	Bill	06/04/2024	66087	2,643.54
	Bill	06/06/2024	66126	290.00
Total Gription Tire Pros				<u>2,933.54</u>
KG&T Septic, Inc.				
	Bill	05/28/2024	42943	145.00
Total KG&T Septic, Inc.				<u>145.00</u>
Mike White Ford of CDA				
	Bill	03/20/2024	36919	50.48
	Bill	06/06/2024	40112	451.99
	Bill	06/06/2024	40084	471.10
Total Mike White Ford of CDA				<u>973.57</u>
Mountain Ledgers				
	Bill	05/31/2024	7535	762.50
Total Mountain Ledgers				<u>762.50</u>
Napa Auto Parts				
	Bill	06/05/2024	187176	36.83
Total Napa Auto Parts				<u>36.83</u>
Pressure Clean Services, Inc.				
	Bill	06/08/2024	17735	160.00
Total Pressure Clean Services, Inc.				<u>160.00</u>
ZiPLY Fiber				
	Bill	05/22/2024		286.86
Total ZiPLY Fiber				<u>286.86</u>
TOTAL				<u><u>11,228.39</u></u>

Selkirks-Pend Oreille Transit Authority
Unpaid Bills Detail
As of June 13, 2024

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Open Balance</u>
Alpine Motors			
Bill	05/21/2024	158445	684.70
Total Alpine Motors			684.70
Donna Griffin			
Bill	05/10/2024	TSI conference	352.24
Total Donna Griffin			352.24
Full Circle Powder Coating, Inc.			
Bill	06/11/2024	9040	1,200.00
Total Full Circle Powder Coating, Inc.			1,200.00
Keokee			
Bill	06/05/2024	66197	2,420.00
Total Keokee			2,420.00
Lake City Law Group PLLC			
Bill	05/02/2024	37001	160.00
Total Lake City Law Group PLLC			160.00
TOTAL			4,816.94



SELKIRKS PEND OREILLE TRA
 Account number ending in 2396
 For billing cycle ending 05/29/2024

New Balance
\$1,722.34

Minimum Payment
\$35.00

Payment Due
06/25/2024

Your Account Summary

Previous Balance	\$1,329.40
Payments	-\$1,329.40
Other Credits	\$0.00
Purchases	\$1,722.34
Balance Transfers	\$0.00
Cash Advances	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,722.34
Statement Closing Date	05/29/24
Days in Billing Cycle	33
Total Credit Limit	\$10,000.00
Available Credit	\$8,277.00
Cash Limit	\$2,000.00
Available Cash	\$2,000.00

Your Payment Information

New Balance	\$1,722.34
Minimum Payment Due	\$35.00
Past Due Amount	\$0.00
Payment Due Date	06/25/2024

Manage your business expenses with convenient online access.



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Account Number XXXX-XXXX-XXXX-2396		
New Balance	Minimum Payment	Payment Due
\$1,722.34	\$35.00	06/25/2024

Amount Enclosed: \$

Make checks payable to FNBO or pay online at card.fnbo.com.

SELKIRKS PEND OREILLE TRA
 DONNA M GRIFFIN
 31656 HIGHWAY 200
 PONDERAY ID 83852-9500

FNBO
 P.O. Box 2818
 Omaha, NE 68103-2818

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

4988656260672396 0000000003500 0000000172234

Payment Requirements: Payments must be (1) accompanied by the bottom portion of the first page 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.

SMBUS/ESCOM

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To ensure accuracy, please print clearly using uppercase letters and numbers only.
Please do not use red ink, a gel pen or pencil.

Cardholders can change their address and add contact information online.

Change of Address, Phone or Email

Address _____	Home Phone _____
Apt/Bldg # _____	Work Phone _____
City _____	Cell Phone _____
State, ZIP _____	Email Address _____

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



SELKIRKS PEND OREILLE TRA

Account number ending in 2396
 Transactions for billing cycle ending 05/29/24

CURRENT POINT BALANCE

34,915

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.

Point activity summary for the period covered by this statement:

- 1,678 Regular points earned this month
- 125 Business Expense points earned this month
- 41 Gas and Dining points earned this month
- 0 Bonus points earned this month
- 1,844 Total points earned this month
- 0 Points redeemed this month
- 34,915 Current point balance

Points that will be expiring on your next statement closing date.....0

Keep using your card to increase your rewards total. The more you purchase, the more rewards you earn!

Review your Reward Terms and Conditions for details including earning, redemption, expiration, or forfeiture.

TRANSACTION DETAIL

Transactions

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
04-24	04-29	24692164118101503625248 1	THE DAVENPORT GRAND SPOKANE WA	\$469.37
04-27	04-29	24445004118200176722601 7	4TE*CITY OF SANDPOINT, ID 208-263-3458 ID	\$60.00
05-01	05-02	24803944123920004387865 2	GOOGLE*GSUITE SPOTBUS. CC GOOGLE.COM CA	\$36.00
05-10	05-13	24625464133900010593501	SPOKANE INTERNATIONAL AIR SPOKANE WA	\$45.00
05-10	05-13	24164074131060216179161 5	ENTERPRISE RENT-A-CAR BOISE ID	\$300.84
05-10	05-13	24226384132400004970199	WAL-MART #2862 MERIDIAN ID	\$20.01
05-10	05-13	24755424132291320712834	LA QUINTA MOTOR INNS 208-2882100 ID	\$712.80
05-13	05-13	74418004134027555109821	PAYMENT - THANK YOU	\$1,329.40 CR
05-13	05-14	24011344134000059702306 2	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$15.99
05-14	05-16	24164074136105441981041	STAPLES 00105726 PONDERAY ID	\$8.98
05-16	05-17	24445004138400254467709	WM SUPERCENTER #2485 PONDERAY ID	\$15.90
05-17	05-20	24445004139001139705039	DOLLAR TREE PONDERAY ID	\$37.45

Fees Charged

Total Fees for this period

\$0.00

Interest Charged

Interest Charge on Purchases	\$0.00
Interest Charge on Cash Advances	\$0.00
Interest Charge on Balance Transfers	\$0.00
Total Interest for this Period	\$0.00

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

	Annual Percentage Rate (APR)	Special Offer or Eligible Purchases APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	25.24% (v)	NA	\$1,915.01	33	\$0.00
Cash Advance	30.49% (v)	NA	\$0.00	33	\$0.00

2024 Total Year-to-Date

Total Fees Charged in 2024	\$0.00
Total Interest Charged in 2024	\$0.00

Contact Information

Contact us online
card.fnbo.com

Talk To Us
800-819-4249
We accept calls made through relay services (dial 711)

Mail Payments To
FNBO
P.O. Box 2818
Omaha, NE 68103-2818

Website changes coming soon!

We are excited to announce upcoming changes to your account management experience at card.fnbo.com.



Updated features include:

- Simplified design and functionality
- Easy access to key features
- Improved navigation
- Seamless experience for mobile and desktop
- Enhanced search and filter

Not enrolled in online account management?

Enroll online at card.fnbo.com for 24/7 account access.

(Account guarantor or program administrator must enroll online prior to additional cardholder online enrollment).



Selkirks - Pend Oreille Transit Authority
31656 HWY 200, Box 8 Ponderay, ID 83852 (mailing address)
31656 HWY 200, Suite 102 Ponderay, ID 83852 (physical address)
208-263-3774

SPOT Agenda Item Summaries

Meeting Date: June 20, 2024

Agenda Item: 7a.

From: Donna Griffin

Topic: Grants

Background: Review and discuss grants and match amounts

Meeting Date: June 20, 2024

Agenda Item: 7b.

From: Donna Griffin

Topic: Budget requests and projections

Background: Request letters were sent to our local partners for consideration as they develop their budgets for the upcoming year. We are scheduling some information sessions. Please consider the following:

- a. Local contribution requests
 - b. DOT Medical Certificates
 - c. ICRMP cost increase
 - d. Area Agency on Aging funding
-

Meeting Date: June 20, 2024

Agenda Item: 7c.

From: Donna Griffin

Topic: CD rates and renewal

Background: Our CD term ends in June. We can let it auto renew for three months at 4.5% or place it in a longer-term CD.

Meeting Date: June 20, 2024

Agenda Item: 7d.

From: Donna Griffin

Topic: Supplies, give aways/drawings at public events

Background: SPOT Bus will have a booth at the local fairs and community events. Also contests via social media. Discuss options for raffles and/or giveaways. Also a tent/canopy as well as lattice and decorating supplies for the parade and booths at public events.

Meeting Date: June 20, 2024

Agenda Item: 7e.

From: Donna Griffin

Topic: Financial considerations

Background: Financial discussion and considerations.

Boundary County SPOT Ridership May 2024

DATE	MON	TUE	WED	Bonner County THURS	w/ Moyie FRI	TOTAL
5/1/2024	0	0	12	6	54	72
5/5/2024	0	3	15	8	14	40
5/12/2024	0	2	10	19	8	39
5/19/2024	0	16	10	7	9	42
5/26/2024	0	12	4	10	18	44
						0
May Total	0	33	51	50	103	237

32=May
3.
13Youth
+3
Adults

Bonnerr's Ferry to Sandpoint 50

Local 33+51+103 = 187

Total 237

DATE	Sunset	Rest	County	Moyie	Tues, Wed, Fri Seniors	Thursday Bonner County Seniors	Wed Food Bank Boxes
5/1/2024	0	0	0	11	10	10	11
5/5/2024	0	0	2	9	21	0	9
5/12/2024	0	0	6	8	15	4	11
5/19/2024	0	0	0	12	27	2	11
5/26/2024	0	0	0	9	21	6	10
	0	0	0	0	0	10	0
May Total	0	0	8	49	94	22	52

SPOT Ridership

2024	Fixed	Para	Bonnors Ferry	Mountain Route	Total
24-Jan	6,304	474	153	21,837	28,768
24-Feb	6,378	568	170	20,925	28,041
24-March	5,961	580	232	15,169	21,942
24-April	4,657	667	200	3,807	9,331
24-May	4,454	621	237	0	5,312
2024 Total	27,754	2,910	992	61,738	93,394

2023	Fixed	Para	Bonnors Ferry	Mountain Route	Total
23-Jan	4672	563	230	22489	27954
23-Feb	4200	509	204	19502	24415
23-March	4835	600	261	19601	25297
23 April	4197	477	152	4612	9438
23 May	4489	548	139	0	5176
23 June	4199	565	190	0	4,954
23 July	5986	489	129	628	7232
23 August	6820	536	216	0	7572
23 September	4231	547	149	2810	7737
23 October	4185	511	152	0	4848
23 November	4079	565	145	1214	6003
23 December	5558	434	137	15,078	21207
2023 TOTAL	57,451	6,344	2,104	85,934	151,833

2022	Fixed	Para	Bonnors Ferry	Mountain Route	Total
22-Jan	3986	365	136	20650	25137
22-Feb	3795	447	187	16777	21206
22-Mar	4399	538	277	12794	18008
22-Apr	3639	482	189	3470	7780
22-May	3752	467	191		4410
22-Jun	3827	588	185		4600
22-Jul	4417	480	202	494	5593
22-Aug	5132	596	217		5945
22-Sep	3888	545	223	2419	7075
22-Oct	4027	509	179		4715
22-Nov	3577	498	195	1815	6085
22-Dec	3776	478	237	21208	25699
2022 TOTAL	48,215	5,993	2,418	79,627	136, 253

2021	Fixed	Para	Bonnors Ferry	Mountain Route	Total
January	3334	270	111	9300	13015
February	3278	311	96	7894	11579
March	4345	414	111	6715	11585
April	3513	331	97	1531	5472
May	3949	299	69		4317
June	3782	375	119		4276
July	4420	388	169	524	5501
August	3965	460	139		4564
September	3392	459	123	3382	7356
2021 TOTAL	44,800	4,562	1,680	44,321	95,363

2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
BLUE ROUTE													
Kaniksu	182	207	204	199	170								962
Spruce @ Boyer	106	96	97	66	84								449
Chestnut @ Ella	49	32	42	34	35								192
Division @ Spruce	280	250	232	152	111								1025
Division @ Main	57	47	65	55	49								273
Division @ Oak (Library)	276	306	288	257	289								1416
Pine @ Division	120	102	123	125	69								539
Pine @ Ella	46	55	61	43	34								239
Pine @ Boyer	63	42	56	51	29								241
Boyer @ Superior	42	51	34	37	32								196
Michigan @ Boyer	32	26	13	22	13								106
Michigan @ 4th	30	33	44	20	20								147
3rd. & Oak	181	270	257	178	176								1062
3rd. @ Alder (Hospital)	31	30	18	24	28								131
5th @ Larch	150	155	152	155	149								761
Bonner Mall	196	229	185	162	157								929
Triangle Drive -North	948	857	607	62	50								2524
Triangle Drive -South					0								
Schralpenhaus					1								
Walmart	508	444	499	413	455								2319
Farmhouse/Ruby	27	51	28	16	1								123
Sweet Lou's/Best West					6								
Fairgrounds	61	75	72	87	95								390
Red Barn ON	919	816	596	79	0								2410
Sub-Total	4304	4174	3673	2237	2053	0	0	0	0	0	0	0	16441
													0

DATE 2024	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
GREEN ROUTE													
1st & Sprague	270	281	309	397	383								1640
All Seasons/McGhee	1	3	2	0	2								8
Ponderay City Hall	59	76	99	108	96								438
Moon Flower	42	36	24	25	36								163
Larkspur	80	90	96	140	118								524
Walmart	254	275	280	277	284								1370
Schweitzer Plaza Dr (95)	35	33	12	8	21								109
Schweitzer Plaza Dr (Triangle Dr.)					1								
Bonner Mall	169	193	168	170	149								849
5th. & Larch	195	243	273	258	292								1261
3rd. & Alder (Hospital)	38	38	18	56	16								166
3rd. & Oak	182	210	207	220	223								1042
Church & 6th	54	60	84	68	68								334
Main & Florence	33	34	32	31	45								175
Main & Washington	33	32	38	44	41								188
Division & Oak (Library)	237	251	246	206	241								1181
Division & Lake	72	58	65	100	61								356
High School	136	155	190	192	200								873
Ridley Village	81	69	81	72	90								393
Dover 4th and Roosevelt	29	67	64	48	34								242
Sub-Total	2000	2204	2288	2420	2401	0	0	0	0	0	0	0	11313
Total	6304	6378	5961	4657	4454	0	0	0	0	0	0	0	27754

SANDPOINT
 PONDERAY
 KOOTENAI
 DOVER

Grant Account Balances June 15, 2024

	<u>Federal</u>	<u>Match</u>	<u>Total</u>
5311:	\$232,984	\$88,534 (Avg. 38%)	\$321,518
5311 CARES:	\$336,542	0	\$336,542

5311 Marketing:	\$24,728	\$ 4,946 (Mtn. Sky)	\$24,728/\$29,674
5311 CARES Tech:	\$39,399	0	\$39,399

Capital Projects:

5339 Bus Shelters:	\$25,944	\$5,188 (20%)	\$31,132
5339 Replacement of 5 vehicles (this is from three separate grant awards):			
	\$360,784	\$72,157 (20%)	\$432,941
5339 Communication equipment:	\$23,080	\$ 4,616(20%)	\$27,696
VIP Vehicle Refurbishments:	\$21,062	\$ 4,212(20%)	\$25,274
5339 Tech Planning (Micro-transit):	\$50,963	\$ 4,037 (7.93%)	\$55,000

2024 – 2026 Grant Awards:

CARES Communication Equipment	\$29,404	0	\$29,404
CARES Vehicle Replacement	\$679,046	0	\$679,046
CARES Office & Diag. Equip.	\$29,449	0	\$29,449
5311 Existing Services	\$1,706,203	\$881,284	\$2,587,487

5339 Mountain Buses	\$414,251	\$103,563 (20%)	\$517,814
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5339 Application for 3 fixed route

SPOT replacement buses	\$438,318	\$77,355 (15%)	\$515,673
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#SPILL! Updated May 30, 2024

Match Providers	Last Year	Requested	2024-25	Cap Ex Request	Approved Requests
	2023	Increase		2024-25	2024-2025
Sandpoint	85,000	129%	110,000	30,000	
Ponderay	95,000	116%	110,000	30,000	
Dover	3,500	100%	3,500	-	
Kootenai	2,000	125%	2,500	-	
Bonner County	-		30,000		
Festival (9 days)	3,000	125%	4,500		4,500
Bonnors Ferry	13,000	100%	13,000	-	
Moyie Springs	1,000	150%	1,500		
Boundary County	5,000	100%	5,000	-	
Schweitzer	85,000	100%	85,000	-	
Schweitzer Community Assn	3,000	100%	3,000	-	
Area on Aging	4,300	0%	-	-	
Match Providers	295,500		368,000	60,000	
Match Reserves/Cares Act					

May 31, 2023

Selkirks-Pend Oreille Transit Authority
Donna Griffin
31656 Highway 200 Box 8
Ponderay, ID 83852

Re: Renewal Information for your insurance policy set to renew on October 1, 2024

Dear Donna,

On behalf of the ICRMP Board of Trustees, I am sharing with you the anticipated renewal premiums for this year. Every April, the ICRMP Board convenes to review our financial position and determine the necessary funds required for the upcoming policy renewal. This process involves intricate forecasting, including trends in claim development and reinsurance costs.

The property reinsurance market continues to grapple with formidable challenges. In 2023, reinsurers significantly increased premiums due to continuing poor financial results. While 2024 has brought some stability, the premiums to procure reinsurance remain elevated.

In response to last year's surge in reinsurance pricing, the ICRMP Board consciously absorbed much of the reinsurance cost increase to lessen the impact on you, our member. Although this resulted in higher-than-usual premium adjustments, it shielded you from the severe fluctuations seen in the broader commercial insurance market. However, the ongoing elevated reinsurance costs necessitate that we continue the trend of increased renewal premiums.

The ICRMP Board, composed of local elected officials, empathizes deeply with the fiscal pressures that Idaho's public entities face daily. We are dedicated to furnishing top-tier property and liability insurance protections, all while striving for pricing that remains both stable and accessible. It is our goal to continue to manage the marketplace price volatility and hopefully return member renewal increases back to normal as soon as financially possible.

Your membership with ICRMP is immensely valued. Should you have any inquiries or require further clarification, we invite you to reach out to us.

Sincerely,



Tim Osborne, CPCU
Executive Director

May 31, 2024

Selkirks-Pend Oreille Transit Authority
Donna Griffin
31656 Highway 200 Box 8
Ponderay, ID 83852

**ESTIMATE ONLY
DO NOT PAY**

Re: Renewal Estimate for your insurance policy that renews on October 1, 2024

Dear Donna,

The ICRMP Board of Trustees approved the release of estimated premiums. They carefully evaluate finances each year, considering various factors such as exposures, claim trends, and reinsurance costs. Despite the ongoing challenges in reinsurance markets with higher costs and coverage variations, our commitment remains unwavering to offer the best coverage. Some key points for the upcoming renewal are as follows:

1. **Premium Adjustments:** Due to an increase in claims costs, property values, and the persistently tough reinsurance market, we find it necessary to increase premiums.
2. **New Deductible Structure:** The Board is considering a reduced deductible for automobile and mobile equipment physical damage claims, recognizing their higher occurrence rate. This adjustment aims to minimize the financial burden on your budget. A higher deductible will be reserved for buildings and structures, reflecting their lower incidence of claims. More communication regarding this change will come in July.
3. **Risk Management Collaboration:** Let's work together to reduce losses and limit risks that create claims. Reach out to our risk management team for training and resources.

Your estimated premium for the October 1, 2024, renewal is \$55,037.00. Thank you for your continued membership. If you have questions, reach out to me at inyquist@icrmp.org or 208-246-8216. Additionally, you can reach out to your marketing representative Debbie Ferguson at debbief@icrmp.org or 208-246-8219.

Sincerely,



Justin Nyquist, ARM
Underwriting Coordinator



May 28, 2024

Donna Griffin, Executive Director
Selkirk-Pend Oreille Transit Authority
3156 Hwy 200; Suite 102
Ponderay, ID 83852

Re: Contract 2026T-4

Dear Ms. Griffin:

Your current transportation contract with us runs from July 1, 2022 through June 30, 2026. We amend the contract yearly to add a new one-year budget. The current budget ends June 30, 2024.

The amount of the contract budget is contingent upon our Agency budget. We just received our Agency budget for the period July 1, 2024 through June 30, 2025 and saw a twenty percent (20%) decrease. Because of this funding shortfall, we will not be able to provide any funding to you for the period July 1, 2024 through June 30, 2025.

After that, there will still be one more year in our contract with you. We will wait to see what the Agency budget will be for July 1, 2025 through June 30, 2026 and will let you know at that time whether or not we will be able to provide funding for the last year of the contract.

We are disheartened by this turn of events and appreciate all the good work you have done for our seniors to this point.

If you have an immediate need that will affect transportation for seniors, please let us know so we can explore potential funding solutions.

Please feel free to contact me if you have any questions.

Sincerely,

Sage Stoddard
Director