



PUBLIC TRANSIT ADVISORY BOARD

Advisory committee to the Mayor on public transit issues

Meeting Minutes

for the meeting on September 28, 2015

Members present:

Cherie Gerry
Brett Glirbas
Philip Jacobson
Jeri Reed

Members absent:

Erik Gaikowski
Greg Johnson
Megan Myers

Public in attendance:

Bob Bohm
Steve Young

Staff present:

Jean Crowe, Planner I, SECOG
Dennis Erckfritz, Operations Manager
Amber Gibson, Planner II, SECOG
Bill McCarty, Maintenance Manager
Eric Meyerson, General Manager
Sam Trebilcock, Transportation Planner

Call to order

With a quorum present, and the Chair and Vice Chair absent, Philip Jacobson called the Public Transit Advisory Board (PTAB) meeting to order at 3:45 p.m. and made introductory comments.

1. Approval of July 27, 2015, PTAB Meeting Minutes

Jeri Reed made a motion to accept the July 27, 2015, PTAB meeting minutes. Brett Glirbas seconded the motion. The motion passed unanimously.

2. Public input on non-agenda items:

There was no public input.

3. New PTAB Member:

Sam Trebilcock welcomed a new PTAB member, Cherie Gerry. Cherie introduced herself.

4. Public Hearing: Proposed Program of Projects – FTA Section 5307 Program

Sam Trebilcock stated that a public hearing is required for the FTA Section 5307 Program funding that the City is granted for transit operating assistance every year. The 2015 funding request amount is \$2,663,974. Philip Jacobson asked for public comments and there were none. Brett Glirbas made a motion to close the public hearing and Cherie Gerry seconded the motion. The motion passed unanimously.

Board discussion followed. Brett Glirbas asked how the amount is determined and Sam stated that it is based on the amount that the City is eligible. Philip Jacobson asked whether this was the funding that had been previously reduced. Sam informed Philip that it was the capital funding that was reduced. Brett Glirbas asked how much of

the budget this funding represents and what the other sources of funding are. Sam stated that it is approximately one quarter to one third of the budget and that there is a small state grant, revenues from advertising and fares, and local funding. Cherie Gerry made a motion to approve the Proposed Program of Projects – FTA Section 5307 Program and Jeri Reed seconded the motion. The motion passed unanimously.

5. New Business:

a. City Council Internal Audit Report

Sam Trebilcock stated that an internal audit report of the transit program had been requested by City Council. He added that the report was developed based on rides on the fixed route and paratransit systems and interviews with staff to evaluate the program. The report includes performance measure comparisons which found that overall the transit system operates comparably to its peers, with the exception of the farebox recovery ratio being quite a bit lower than other transit systems. Discussion followed on the paratransit cost efficiency ratio being worse than others due to the higher number of group trips, larger service area, and larger buses. Brett Glirbas asked how much the free fares for kids summer program cost. Sam said he would be providing a report to Council on October 19th. Sam reviewed the recommendations of the report including increasing paratransit fares, use of different paratransit scheduling software and GPS technology, and updating the Transit Development Plan. The report will be provided to the City Council on October 19th. This item was informational only.

b. Coordinated Plan Annual Progress Report

Amber Gibson stated that the purpose of the Coordinated Plan Annual Progress Report is to provide a report on the coordination efforts of MPO staff, transportation providers and human services agencies to address the priorities identified in the Coordinated Plan. Amber reviewed some of the activities that addressed the Coordinated Plan Goals of travel training and coordination of paratransit public transportation. Philip Jacobson and Brett Glirbis asked if USF and the University Center would be approached about doing a project similar to the partnership with Augustana University to provide free rides to students and staff. Sam said that he would contact them. This item was informational only.

6. Old Business:

a. Transit Fare Revisions Ordinances Update

Sam Trebilcock stated that the Transit Fare Revision Ordinance was approved by City Council and will likely go into effect on January 1, 2016. He added that the Council followed PTAB's recommendation to not increase paratransit fares. Council also approved free fixed route fares for veterans. The form of identification required for veterans to receive free fares includes either of the two types of Veterans Administration cards or a State issued drivers license or identification card with the veterans label on it. This item was informational only.

7. Reports:

a. July and August Operations Reports

Eric Meyerson reviewed the July and August Operations Reports. Eric stated that in July, fixed-route ridership was down 6% and paratransit ridership was down 5%, compared to July 2014. He also stated that in August, fixed-route ridership was down 19% and paratransit ridership was down 7%, compared to August 2014. Jeri Reed asked why fixed-route ridership is down. Eric and Sam explained that ridership is down likely due to a number of factors including a better economy, lower gas prices, later school start, reduced school services and change in ridership habits.

Jeri asked if the people who were no longer riding paratransit were being tracked to ensure they still had transportation. Sam Trebilcock said that he would look into providing additional information. This item was informational only.

8. Adjournment:

Brett Glirbas made a motion to adjourn the meeting and Jeri Reed seconded the motion. The meeting was adjourned at 4:55 p.m.