



## PUBLIC TRANSIT ADVISORY BOARD

*Advisory committee to the Mayor on public transit issues*

Meeting Minutes

for the meeting on February 23, 2015

### Members present:

Jean Crowe  
Erik Gaikowski  
Philip Jacobson

### Public in attendance:

Joe Dvorak  
Charlene Hay  
Mike Lynch  
Terry Paulsen

### Members absent:

Greg Johnson

### Staff present:

Dennis Erckfritz, Operations Manager  
Amber Gibson, Planner II, SECOG  
Randy Hartman, Assistant GM  
Tierza Lanham, Paratransit Manager  
Eric Meyerson, General Manager  
Sam Trebilcock, Transportation Planner

### Call to order

Without a quorum present, Jean Crowe, Chair, called the Public Transit Advisory Board (PTAB) meeting to order at 3:46 p.m. and made introductory comments.

### 1. Public input on non-agenda items:

Terry Paulsen inquired about the sidewalk concern at Kiwanis Avenue and Russell Street that he previously relayed to the Board. Eric Meyerson said that staff reviewed it and it appears that the most direct routes to the Department of Motor Vehicles office from the bus stop would be through the neighboring gas station or hotel property and that people would not likely follow a sidewalk to the DMV office if there was one. Sam Trebilcock added that the lack of a better pedestrian connection exists because of the setback of the DMV office and that the addition of a sidewalk would be the responsibility of the property owner.

Erik Gaikowski arrived at this time and a quorum was present.

### 2. Approval of January 26, 2015, PTAB Meeting Minutes

Erik Gaikowski made a motion to accept the January 26, 2015, PTAB meeting minutes. Philip Jacobson seconded the motion. The motion passed unanimously.

### 3. New Business:

#### a. Election of Interim Vice-Chair

Amber Gibson explained that with Jean Crowe assuming the duties of Chair, an interim Vice-Chair is needed until the new Chair and Vice-Chair are elected in May. Jean Crowe made a motion to elect Erik Gaikowski as Vice-Chair and Philip Jacobson seconded the motion. The motion passed unanimously.

#### b. City Agreements for Transit Services

Sam Trebilcock updated the Board on the agreements that are in progress for transit services.

**i. LifeScape Agreement for Driver**

Sam explained that an agreement to partially fund a driver for LifeScape to provide paratransit rides should be complete within the next month.

**ii. Project CAR Agreement for Paratransit Services**

Sam explained that an agreement with Project CAR to provide certain identified ambulatory paratransit rides should be complete within the next month.

**iii. River Cities Agreement for Paratransit Services**

Sam explained that an agreement is in progress for River Cities to provide paratransit rides outside of the ¾ mile ADA service area for LifeScape and DakotAbilities should be complete in the next few months.

**iv. SECOG Agreement for Travel Training**

Sam explained that an agreement with SECOG was in progress to partially fund a new staff person to assist with travel training and the new volunteer driver program, Drive To Help, and should be complete within the next month.

This item was informational only.

**c. Annual Operations Report**

Amber Gibson provided a report on the ridership statistics for Sioux Area Metro for 2014. She explained that the Annual Operations Report was compiled based on the data in the monthly operations reports that are presented to the Board and provides a comparison of the data throughout the 12 months of the year and the previous two to four years. This item was informational only.

**4. Old Business:**

There was no old business.

**5. Reports:**

**a. January Operations Reports**

Eric Meyerson provided a report on the ridership statistics of Sioux Area Metro for January. Fixed-route ridership was down 7.11% and paratransit ridership was down 21.55%, compared to January 2014. Eric noted that reduction in fixed-route ridership may be partially due to Lutheran Social Services clients taking less and/or shorter trips. He also noted that DakotAbilities cancelled five days of transportation in January due to weather, which contributed to the decreased number of paratransit trips. This item was informational only.

**6. Other Business:**

Sam Trebilcock stated that Deb Nelson's second term and Megan Meyers' first term expired in January, and that Minnie Bell resigned. The Mayor is in the process of appointing three people to fill the vacancies.

**7. Adjournment**

Erik Gaikowski made a motion to adjourn and Philip Jacobson seconded the motion. The motion passed unanimously and Jean Crowe adjourned the meeting at 4:17 p.m.