



PUBLIC TRANSIT ADVISORY BOARD

Advisory committee to the Mayor on public transit issues

Meeting Minutes

for the meeting on January 23, 2017

Members Present:	Members Absent:
Erik Gaikowski	Megan Myers
Cherie Gerry	
Brett Glirbas	Staff present:
Philip Jacobson	Amber Gibson, Planner II, SECOG
Mike Lynch	Randy Hartman, Assistant GM
Jerri Reed (arrived at 3:52 pm)	Tierza Lanham, Paratransit Manager
	Eric Meyerson, General Manager
Public in Attendance:	Robert Speeks, Operations Manager
Kay Gollesch	Sam Trebilcock, Transportation Planner
Jeff Wilka	Ryan Weisenbach, Maintenance Manager

Call to order

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

1. Meeting Procedures

Erik Gaikowski reviewed the meeting procedures.

2. Approval of Agenda

Cherie Gerry made a motion to approve the January 23, 2017, PTAB agenda. Brett Glirbas seconded the motion. The motion passed unanimously.

3. Approval of October 24, 2016, PTAB Meeting Minutes

Mike Lynch made a motion to approve the November 28, 2016, PTAB meeting minutes. Jerri Reed seconded the motion. The motion passed unanimously.

4. Public input on non-agenda items:

There was no public input.

5. New Business:

a. Transit Depot Reconstruction and Renovation Project

Sam Trebilcock provided an update on the Transit Depot Reconstruction and Renovation Project. The structure was original constructed in 1988 and the canopy has deteriorated significantly. The canopy will be reconstructed and exterior renovations will be made to the building. A \$1.1 million FTA grant has been awarded for the \$1.6 million project. A bike repair station has also been gifted to the project. The reconstruction and renovation is scheduled to begin April and be completed in spring/summer of 2017. Alternative locations are being evaluated to serve as a

transfer station during construction. Jerri Reed arrived during the presentation of this item. This item was informational only.

6. Old Business:

a. Correction of March 28, 2016 PTAB Meeting Minutes

Amber Gibson reviewed a proposed correction to the March 28, 2016 PTAB Meeting Minutes to correct item 3.a. to an item that was approved by the PTAB Board with a motion by Greg Johnson, a second by Megan Myers, and a unanimous vote. Philip Jacobson made a motion to approve the Correction of the March 28, 2016 PTAB Meeting Minutes and Brett Glirbas seconded the motion. The motion passed unanimously.

b. Paratransit Policy Change

As a follow up to the discussion that took place during the PTAB meeting in November, Sam Trebilcock reminded the Board that the Paratransit Policy Change would effect subscription rides that impact capacity. Sam stated that coordination is continuing with LifeScape and DakotAblities, which would be effected most by this change. Brett Glirbas stated that he would like the Board to be notified of changes, such as no longer having a live person taking paratransit reservations on Saturday, prior to them being implemented. Brett also requested an alternative way to make the paratransit reservations, such as email. This item was informational only.

c. DakotAblities and LifeScape Transportation Funding Agreements

Sam Trebilcock stated that the City has executed funding agreements with DakotAblities and LifeScape to assist with the continued operations of the Coordinated Community Transportation Services (CCTS) project. The 2017 CCTS project is approximately 50% funded by the City, 30% funded with FTA Section 5310, 14% funded by fares, and 3% funded by the two agencies. The CCTS project will save the paratransit system approximately \$380,000 in 2017. This item was informational only.

7. Reports:

a. November and December Operations Reports

Eric Meyerson reviewed the November and December Operations Reports. Eric stated that fixed-route ridership was up in November but down in December. In 2016, fixed-route ridership was down 4.72% compared to 2015 and paratransit ridership was down 6.61% compared to 2015. Eric also reported that costs were pretty flat, road calls were down, reportable accidents were down significantly, fixed-route on-time performance remained the same and paratransit on-time performance improved, and complaints were up slightly, when compared to 2015. This item was informational only.

8. Other Business:

a. Eric Meyerson introduced Robert Speeks, Sioux Area Metro's new Operations Manager.

b. Sam Trebilcock requested that the Board let him know if there are any items that should be included in the upcoming agendas. Philip Jacobson requested an update on changes to the fixed routes and timing of those changes.

9. Adjournment:

Brett Glirbas made a motion to adjourn the meeting and Mike Lynch seconded the motion. The meeting was adjourned at 4:26 p.m.