

## Secretarial Notes

### DMATS Policy and Technical Advisory Board Joint meeting

**Date:** Thursday, July 13, 2017  
**Time:** 12:00 p.m.  
**Place:** ECIA, 7600 Commerce Park

**DMATS Policy Board Members Present:**

- |  |  |   |   |
|--|--|---|---|
| <input checked="" type="checkbox"/> <b>Roy Buol</b><br><i>Mayor, City of DBQ</i>                                       | <input type="checkbox"/> <b>Luis Del Toro</b><br><i>DBQ City Council</i>                                 | <input checked="" type="checkbox"/> <b>Joyce Connors</b><br><i>DBQ City Council</i>                               | <input checked="" type="checkbox"/> <b>Kevin Lynch</b><br><i>DBQ City Council</i>   |
| <input type="checkbox"/> <b>Ric Jones</b><br><i>DBQ City Council</i>   | <input type="checkbox"/> <b>David Resnick</b><br><i>DBQ City Council</i>                                 | <input checked="" type="checkbox"/> <b>Jake Rios</b><br><i>DBQ City Council</i>                                   | <input checked="" type="checkbox"/> <b>Jim Adams**</b><br><i>Mayor, City of Asbury<br/>(proxy Larry Nagle)</i>            |
| <input type="checkbox"/> <b>Mike Van Milligen</b><br><i>(proxy for DBQ)<br/>City Council</i>                           | <input type="checkbox"/> <b>Maurice Jones</b><br><i>(proxy-DBQ<br/>City Council)</i>                     | <input checked="" type="checkbox"/> <b>Dan Welp**</b><br><i>Mayor, City of East DBQ<br/>(proxy Geoff Barklow)</i> | <input type="checkbox"/> <b>Jay Wickham</b><br><i>Transit Rep. (RTA)</i>  |
| <input type="checkbox"/> <b>Larry Meescher**</b><br><i>Small Cities Rep.<br/>City of Peosta<br/>(Proxy Don Recker)</i> | <input checked="" type="checkbox"/> <b>Troy Maggied**</b><br><i>SWWRPC<br/>(proxy Katrina Hecimovic)</i> | <input type="checkbox"/> <b>Matt Esser</b><br><i>Jule Transit<br/>(proxy<br/>Candace Eudaley-Loebach)</i>         | <input checked="" type="checkbox"/> <b>Vacant**</b><br><i>ECIA<br/>(proxy Kelley Deutmeyer)<br/>(proxy Lori McKinley)</i> |
| <input checked="" type="checkbox"/> <b>Dan Timmerman</b><br><i>Grant County Representative</i>                         | <input type="checkbox"/> <b>Don Zillig</b><br><i>Jo Daviess County</i>                                   | <input checked="" type="checkbox"/> <b>Daryl Klein</b><br><i>DBQ County Supervisor</i>                            |   |
| <input type="checkbox"/> <b>Sam Shea*</b><br><i>Iowa DOT<br/>(non-voting member)</i>                                   | <input checked="" type="checkbox"/> <b>Doug DeLille</b><br><i>Illinois DOT<br/>(proxy Tom Kelso)</i>     | <input type="checkbox"/> <b>Francis Schelfhout</b><br><i>Wisconsin DOT<br/>(proxy Stephen Flottmeyer )</i>        |   |

**DMATS Technical Advisory Board Members Present:**

- |  |   |  |  |
|--|---|--|--|
| <input checked="" type="checkbox"/> <b>Laura Carstens</b><br><i>City of Dubuque<br/>(proxy Dave Johnson)<br/>(proxy Ose Akinlotan)</i> | <input type="checkbox"/> <b>Beth Bonz</b><br><i>City of Asbury</i>  | <input checked="" type="checkbox"/> <b>Geoff Barklow</b><br><i>City of East Dubuque</i>                  | <input type="checkbox"/> <b>Anna O'Shea</b><br><i>Dubuque County</i>                   |
| <input checked="" type="checkbox"/> <b>Gus Psihoyos</b><br><i>Engineer,<br/>City of DBQ<br/>(proxy Bob Schiesl)</i>                    | <input checked="" type="checkbox"/> <b>Anthony Bardgett</b><br><i>Engineer,<br/>DBQ County</i>            | <input type="checkbox"/> <b>Steve Keeffer</b><br><i>Engineer,<br/>Jo Daviess County, IL</i>              | <input type="checkbox"/> <b>Dave Lambert</b><br><i>Engineer<br/>Grant County, WI</i>   |
| <input type="checkbox"/> <b>Candace Eudaley-Loebach</b><br><i>Jule Transit<br/>(proxy Jodi Johnson)</i>                                | <input checked="" type="checkbox"/> <b>Lori McKinley</b><br><i>Regional Transit<br/>Authority (RTA)</i>   | <input checked="" type="checkbox"/> <b>Troy Maggied**</b><br><i>SWWRPC<br/>(proxy Katrina Hecimovic)</i> | <input checked="" type="checkbox"/> <b>Kelley Deutmeyer</b><br><i>ECIA<br/>(proxy)</i> |
| <input checked="" type="checkbox"/> <b>Kris Tobin**</b><br><i>Illinois DOT<br/>(proxy Dan Long)<br/>(proxy Doug DeLille)</i>           | <input type="checkbox"/> <b>Stephen Flottmeyer</b><br><i>Wisconsin DOT<br/>(proxy Francis Schelfhout)</i> | <input type="checkbox"/> <b>Sam Shea*</b><br><i>Iowa DOT<br/>(non-voting member)</i>                     |  |

**Others Present:** Dave Ness, City of Dubuque; David Solberg, Ride the Rail

**Staff Present:**

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> <b>Chandra Ravada</b><br>*Non Voting Member | <input checked="" type="checkbox"/> <b>Dan Fox</b><br>**Voting member by Proxy | <input checked="" type="checkbox"/> <b>Sarah Berning</b> |
|---|--|--|

**A quorum was present for DMATS Policy and Technical Advisory Board**

## **Call to Order**

The DMATS Technical Advisory Board meeting was called to order by DMATS Technical Advisory Board Chair, Laura Carstens.

The DMATS Policy Board meeting was called to order by DMATS Policy Board Chair, Roy Buol. Introductions were made at this time.

## **Review/Approve the revised Agenda for the Thursday, July 13, 2017 DMATS Joint Technical Advisory and Policy Board meeting**

Motion by McKinley, second by Psihoyos to approve the agenda for the Thursday, July 13, 2017 DMATS Technical Advisory Board meeting. The motion passed unanimously.

Motion by Lynch, second by Klein to approve the agenda for the Thursday, July 13, 2017, DMATS Policy Board meeting. The motion passed unanimously.

## **Review/Approve the minutes and receive and file the secretarial notes from the Thursday, May 11, 2017 meeting**

Motion by Bardgett, second by Barklow to approve the minutes and receive and file the secretarial notes from the Thursday, May 11, 2017 DMATS Technical Advisory Board. The motion passed unanimously.

Motion by Connors, second by Lynch to approve the minutes and receive and file the secretarial notes from the Thursday, May 11, 2017 DMATS Policy Board meeting. The motion passed unanimously.

## **Review/Approve Final FY 2018-2021 DMATS Transportation Improvement Program (TIP)**

Motion by Lynch, second by Klein to open the public hearing. The motion passed unanimously. The public hearing opened at 12:03 p.m.

Ravada referred to the TIP and explained the changes to the draft were as follows

### City of Dubuque

- ITS improvements on Asbury Road, estimating 500,000.00 for this project.
- STREETS Microsimulation Model, estimating 200,000.00 for this project.

### Dubuque County

- Olde Massey Road Bridge Replacement, estimating 240,000.00 for this project.

### Transit

- Added 11 buses for CNG vehicle replacement within the City of Dubuque
- CNG Station
- Safety improvements to meet code requirements related to CNG vehicles

Ravada stated these projects are the only projects added from the draft TIP. Ravada stated with all these projects programmed DMATS has a balance of \$131,583.00.

DeLille asked if all these projects were added to the online TIP for the public to review. Ravada informed him that yes, the TIP online is updated with all projects.

Carstens asked if there was any information on projects from the WI DOT. Ravada informed the Board that the WI DOT informed Ravada that they have no projects within the DMATS area at this time.

Motion by Bardgett, second by Psihoyos to recommend approval to the DMATS Policy Board of the Final FY 2018-2021 DMATS Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Timmerman, second by Connors to approve the Final FY 2018-2021 DMATS Transportation Improvement Program (TIP). The motion passed unanimously.

Motion by Klein, second by Connors to close the public hearing. The motion passed unanimously. The public hearing closed at 12:08 p.m.

### **Review/Approve Consultant for Systems Engineering for STREETS project**

Ravada informed the Board about 2 months ago the RFQ for systems engineering was approved. Ravada stated they received a lot of interest. Although within the RFQ it stated whomever is bidding on systems engineering would not be able to bid on the rest of the phases within the STREETS project. Therefore they received a limited amount of consultants bid on systems engineering. Ravada stated they received 3 proposals from; Alliant, Iteris and Olsson. The ranking committee ranked Iteris highest of the three. Ravada requested the Board approve staff to start negotiations with Iteris to be the consultants for the systems engineering portion of the STREETS project.

Connors asked Ravada with the low interest in the systems engineering portion of the project, does Ravada feel the best consultants for the project bid on the project.

Ravada stated Iteris is well-known within the US, although they do not have the capacity with building models, their abilities are more in ITS systems and software development.

Barklow asked what criteria was used to rank the consultants.

Ravada stated the following criteria was used for initial evaluation of the consultants,

- Past experience with similar work
- Specific qualifications of project team
- Understanding of the project and quality of the proposed System Engineering process
- Proposed SE procedure
- Present workload/availability of key staff

Motion by Barklow, second by Hecimovic to recommend approval to the DMATS Policy Board of the Consultant for Systems Engineering for the STREETS project. The motion passed unanimously.

Motion by Lynch, second by Connors to approve the Consultant for Systems Engineering for the STREETS project. The motion passed unanimously.

### **Input on IL DOT Long Range Transportation Plan (LRTP)**

DeLille went over the Illinois 2017 Long Range Transportation Plan (LRTP). DeLille went over why Illinois needs a statewide plan, and updated the board on IL DOT 2017 LRTP plan, which included; performance measures, modal strategies, outreach and IL DOT next steps.

### **Update on the DMATS Bike and Pedestrian Plan**

Fox stated one of the projects being worked on this Fiscal Year is the DMATS bike and pedestrian plan. Fox stated he is currently updating the bicycle network analysis part of the bike and pedestrian plan. Fox stated the bicycle network analysis measures the ability of the bicycle network to get people where they want to go comfortably. Fox stated the reason for this analysis is to identify the most important projects and measure progress.

### **Comments from public on an item that did not appear on the agenda**

No comments were made by the public.

### **Other Business**

Carstens announces within the Planning Profession there is a certification program, called The American Institute of Certified Planners. In order to be certified you must have a certain amount of experience and years within the planning profession and you also need to take and pass an exam. Carstens stated she is proud to announce Dan Fox has passed the exam and is now a certified planner.

## **Adjournment**

Motion by Bardgett, second by Schiesl to adjourn the Thursday, July 13, 2017 DMATS Technical Advisory Board meeting. The motion passed unanimously. The DMATS Technical Advisory Board meeting adjourned at 12:46 p.m.

Motion by Timmerman, second by Lynch to adjourn the Thursday, July 13, 2017 DMATS Policy Board meeting. The motion passed unanimously. The DMATS Policy Board meeting adjourned at 12:46 p.m.

Respectfully submitted,

Chandra Ravada  
ECIA Director of Transportation and Planning