

**A MEMORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF DUBUQUE, IOWA, THROUGH ITS JULE TRANSIT SYSTEM  
AND  
THE DUBUQUE METROPOLITAN AREA TRANSPORTATION STUDY.**

This Memorandum of Understanding (MOU), entered into by the City of Dubuque, Iowa through its Jule Transit System, hereinafter referred to as the “JULE TRANSIT” and the Dubuque Metropolitan Area Transportation Study, hereinafter referred to as “DMATS,” is for the purpose of defining the roles and responsibilities for carrying out transportation/transit planning, programming, and decision-making within the Dubuque Metropolitan Area Transportation Study Area.

WHEREAS, the JULE TRANSIT is legally responsible for conducting the affairs of the transit system in the Cities of Dubuque, Iowa and East Dubuque, Illinois.

WHEREAS, DMATS is the designated, comprehensive, continuing, and cooperative transportation, planning agency in the metropolitan area, and thus, responsible for conducting multi-modal transportation planning and related activities; and,

WHEREAS, the East Central Intergovernmental Association hereinafter referred to as “ECIA,” is responsible for staffing DMATS: and,

WHEREAS, the JULE TRANSIT and DMATS staff representatives met to discuss the steps necessary to conduct transit planning and related activities in the Cities of Dubuque, Iowa and East Dubuque, Illinois.

NOW, THEREFORE, in consideration of these facts, the parties agree to the following:

I. JULE TRANSIT Responsibilities:

- A. Continue to retain decision-making role regarding activities for the JULE TRANSIT.
- B. Continue system review activities presently underway and institute additional review activities as mutually agreed upon by the JULE TRANSIT and DMATS.

- C. Review all major long-range transportation plans (LRTP), capital plans, and operational plans, programs, and proposals such as those developed by DMATS and provided through the DMATS Policy Committee and Technical Advisory Committee.
  - D. Assist in implementation of such planning, operational, and capital improvements as justified, recommended, and approved by the JULE TRANSIT and DMATS Policy Committee.
  - E. Recognize that the transportation planning activities to meet the goals set in the LRTP are identified annually in the Transportation Planning Work Program (TPWP) and that major changes in such activities must be preceded by amendments to the TPWP.
  - F. Recognize that the DMATS LRTP is the basis for transportation improvements upon which federal transportation funds are expended. All capital improvements and operating capital utilizing federal transportation funds must be submitted to DMATS for inclusion in the DMATS Transportation Improvement Program (TIP). All changes to the TIP must be submitted to DMATS for amendment or revision to the TIP and inclusion in the Statewide TIP.
- I. DMATS Responsibilities:
- A. Conduct comprehensive, continuing, and cooperative multi-modal transportation planning and coordinate all such related activities. The primary product of this effort will be the LRTP which shall maintain a twenty (20) year planning horizon.
  - B. Develop and maintain a TIP (TIP) consistent with the goals and objectives of the LRTP. Maintenance includes necessary amendments and revisions to the TIP. Coordinate transportation programming activities with Iowa Department of Transportation for inclusion in the statewide TIP.
  - C. Annually negotiate proposed transit planning activities with the JULE TRANSIT prior to approval of the Unified Planning Work Program.
  - D. Coordinate and analyze transit system review activities.
  - E. Review and analyze system operations and proposed alternatives.

- F. Document, publish, and distribute support data, methodology, technical memos, progress reports, considerations, assumptions, alternatives, and recommendations as appropriate, including such items as the LRTP, TIP, and TPWP.
- G. Maintain funding eligibility through certification of the planning process in the DMATS area.
- H. Conduct other transit planning efforts as time, funds, and personnel allow.
- I. Provide technical support for the grant preparation activities.

IN WITNESS WHEREOF, the Policy Boards of the respective parties have hereto caused this Memorandum to be executed by their proper officers and representatives.

CITY OF DUBUQUE, IOWA

DUBUQUE METROPOLITAN AREA  
TRANSPORTATION STUDY

BY \_\_\_\_\_  
Roy D. Buol,  
Mayor

BY \_\_\_\_\_  
Roy D. Buol  
DMATS Chair

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST \_\_\_\_\_  
Kevin S. Firnstahl,  
City Clerk

ATTEST \_\_\_\_\_  
Chandra Ravada,  
ECIA, Transportation Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_