

Secretarial Notes

DMATS Policy Board meeting

Date: Thursday January 10, 2019
Time: 12:00 p.m.
Place: ECIA, 7600 Commerce Park

DMATS Policy Board Members Present:

- | | | | |
|---|---|---|--|
| <input type="checkbox"/> Roy Buol (chair)
<i>Mayor, City of DBQ</i> | <input type="checkbox"/> Luis Del Toro
<i>DBQ City Council</i> | <input checked="" type="checkbox"/> Kate Larson
<i>DBQ City Council</i> | <input type="checkbox"/> Brett Shaw
<i>DBQ City Council</i> |
| <input checked="" type="checkbox"/> Ric Jones
<i>DBQ City Council</i> | <input checked="" type="checkbox"/> David Resnick
<i>DBQ City Council</i> | <input type="checkbox"/> Jake Rios
<i>DBQ City Council</i> | <input checked="" type="checkbox"/> John Klostermann
<i>(proxy for DBQ City Council)</i> |
| <input checked="" type="checkbox"/> Mike Van Milligen
<i>(proxy for DBQ City Council)</i> | <input type="checkbox"/> Gus Psihoyos
<i>(proxy for DBQ City Council)</i> | <input type="checkbox"/> Teri Goodmann
<i>(proxy for DBQ City Council)</i> | <input type="checkbox"/> Marie Ware
<i>(proxy for DBQ City Council)</i> |
| <input checked="" type="checkbox"/> Laura Carstens
<i>(proxy for DBQ)</i> | <input type="checkbox"/> Jim Adams
<i>Mayor, City of Asbury (proxy Larry Nagle)</i> | <input checked="" type="checkbox"/> Steve Robey**
<i>Mayor, City of East DBQ (proxy Loras Herrig)</i> | <input checked="" type="checkbox"/> Troy Maggied**
<i>SWWRPC City Council (proxy Kristina Tranel)</i> |
| <input type="checkbox"/> Jay Wickham
<i>Transit Rep. (RTA) (proxy Lori McKinley)</i> | <input type="checkbox"/> Francis Schelfhout
<i>Wisconsin DOT (proxy Stephen Flottmeyer)</i> | <input checked="" type="checkbox"/> Doug DeLille
<i>Illinois DOT (proxy Rob Bates)</i> | <input checked="" type="checkbox"/> Ann McDonough
<i>DBQ County Supervisor (proxy Anthony Bardgett)</i> |
| <input checked="" type="checkbox"/> Larry Meescher**
<i>Small Cities Rep. City of Peosta (Proxy Don Recker)</i> | <input checked="" type="checkbox"/> Don Zillig
<i>Jo Daviess County</i> | <input checked="" type="checkbox"/> Matt Esser**
<i>Jule Transit Rep. (proxy Renee Tyler)</i> | <input checked="" type="checkbox"/> Beth Bonz
<i>ECIA (proxy Kelley Deutmeyer) (proxy Lori McKinley)</i> |
| <input type="checkbox"/> Vacant
<i>Grant County Representative</i> | <input checked="" type="checkbox"/> Sam Shea*
<i>Iowa DOT (non-voting member)</i> | | |

Others Present: Dave Solberg, Ride the Rail; Mike Shimkus, WHKS; Whitney Baetnke, City of Peosta; Bob Schiesl, City of Dubuque; Rob Bates, IL DOT; Kelley Deutmeyer, ECIA

Staff Present:

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

A quorum was present for DMATS Policy Board

Call to Order

The DMATS Policy Board meeting was called to order by DMATS Policy Board Secretary, Kelley Deutmeyer. Introductions were made at this time.

Review/Approve the Agenda for the Thursday, January 10, 2019 DMATS Policy Board meeting

Motion by Carstens, second by Jones to approve the agenda for the Thursday, January 10, 2019, DMATS Policy Board meeting. The motion passed unanimously.

Review/Approve the minutes and receive and file the secretarial notes from the Thursday October 18, 2018 meeting

Motion by Jones, second by Resnick to approve the minutes and receive and file the secretarial notes from the Thursday October 18, 2018 DMATS Policy Board meeting. The motion passed unanimously.

Review/Approve amendment to DMATS Fiscal Year 2016-2020 Passenger Transportation Plan (PTP)

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

Fox stated the amendment is to include two projects to the PTP. The first is to replace Jule buses. The Jule will replace nine buses with low floor, hybrid, biodiesel, light duty buses. The second project is to update equipment on the Jule buses. The Jule will purchase new onboard computers, swipe card readers, electronic fareboxes and a farebox collection vault.

Duba elaborated stating that the Jule applied to the Federal Transit Administration 5339 Bus and Bus Facilities Program. Duba stated the grant total is around 1.9 million dollars to replace buses and update equipment.

Motion by Carstens, second by Herrig to approve the amendment to DMATS Fiscal Year 2016-2020 Passenger Transportation Plan (PTP). The motion passed unanimously.

Review/Approve amendment to DMATS Federal Fiscal Year 2019-2022 Transportation Improvement Program (TIP)

Ravada referred to the TIP handout stating one of the amendments to the TIP is a language recommendation from the IADOT for performance base planning. Another amendment is the addition of IA, IL and WI DOT's tables for performance targets to be added into the tip, suggested by the WISDOT. The tables consist of the performance targets for; safety, pavement

and bridge conditions, system and freight, and transit performance targets. Ravada stated two projects were also added to the TIP;

- Dubuque Jule Transit – onboard computers, total cost \$42,574.00
- Dubuque Jule Transit – card readers, total cost \$3,598.00

Duba stated the buses would be delivered in 2020 and at that time the card readers and onboard computers will be installed. Duba added the mini buses will remain the same buses, therefore the card readers and onboard computers will be getting installed in 2019.

Motion by Resnick, second by Jones to close the public hearing. The motion passed unanimously. The public hearing was closed at 12:06 p.m.

Motion by Jones, second by Resnick to approve the amendment to DMATS Federal Fiscal Year 2019-2022 Transportation Improvement Program (TIP). The motion passed unanimously.

Review/Approve resolution for adopting Highway Safety Improvement Program Performance Measure targets for Dubuque Metropolitan Area Transportation Study (DMATS)

Ravada referred to the handouts stating there is a resolution for each state to adopt each states highway safety improvement program performance measure targets. Ravada stated the MPO chooses to adopt each states instead of creating their own due to the fact the national highway system is small and most of it is on the DOT right of way. Ravada stated within all three states there are five performance measures; number of fatalities, fatality rate, number of serious injuries, serious injury rate and non-motorized fatalities and serious injuries. Ravada asked for input from the Board about how they feel about adopting all three states targets.

Motion by Carstens, second by Resnick to approve the resolution for adopting Highway Safety Improvement Program Performance Measure targets for Dubuque Metropolitan Area Transportation Study (DMATS). The motion passed unanimously.

Approve opening of the Surface Transportation Block Grant (STBG) application for FFY 2020-2023 Transportation Improvement Program (TIP)

Ravada requested the Board to open the STBG application process in Iowa, stating there is \$2.7 million in funds. Ravada stated STBG funds can be used on trails, rails, and bridges. Ravada stated these are swap funds, which follow state regulations.

Deutmeyer asked what the due date was for applications.

Ravada stated from today members have 4-5 weeks to submit applications.

Motion by Resnick, second by Larson to approve the opening of the Surface Transportation Block Grant (STBG) application for FFY 2020-2023 Transportation Improvement Program (TIP). The motion passed unanimously.

Approve opening of the Transportation Alternative Program (TAP) application for FFY 2023

Ravada informed the Policy Board that the Tech Board questioned why open the application process for 2023 now, instead of waiting until 2023 when there will be more funds. Ravada stated according to IADOT for the TAP program if you have funding for year 2023 you can borrow the money prior to 2023. Therefore if a member has a project for 2019 they can utilize the funds for 2023 to complete their project in 2019. Ravada stated staff heard from a couple members stating they have projects lined up that they would like completed in next fiscal year. Ravada stated there is \$261 thousands in TAP funds. Ravada requested the Board to open application process to utilize funds for projects.

Deutmeyer asked if the \$261 thousand balance is a current balance or what the MPO will have in 2023.

Ravada stated that balance is for 2023, but will be borrowed to complete projects now.

Motion by Carstens, second by Recker to approve the opening of the Transportation Alternative Program (TAP) application for FFY 2023. The motion passed unanimously.

Discuss planning tasks for FY 2020 Transportation Planning Work Program (TPWP)

Ravada gave a presentation on planning tasks for the Transportation Planning Work Program. Ravada stated the work elements within the TPWP are;

- Overhead and administration – provides costs for overhead and admin, such as; office supplies, insurance, telephone expense, postage, equipment, agency fiscal management, utilities, rent and data processing services.
- General program coordination – provides costs for coordination, such as; coordination with IADOT, review of new legislation, attend and participate in meetings of national, state and local organizations, attend national, regional and state meetings.
- Regional transportation planning – develop and maintain long range plans; long range plan, bike and pedestrian plan, safety and evacuation plan, ITS plan and freight plan.
- Transportation research and database management – collect and maintain; census data, GIS data, employment data, safety data, trail count data, and freight data. Process data requests from membership organizations, disseminate data and/or analysis to RPA 8 member jurisdictions and other interested agencies and general public.
- Short range transportation planning – develop and maintain plans, assist with grant applications, participate on major projects in the region, and provide technical assistance in the land use and environmental service area.
- Special projects – projects that are beyond scope of services of DMATS work program.

Ravada stated the Board has two months to make any additions or changes.

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

No comments were made by the public.

Other Business

There was no other business.

Adjournment

Motion by Carstens, second by Recker to adjourn the Thursday, January 10, 2019 DMATS Policy Board meeting. The motion passed unanimously. The DMATS Policy Board meeting adjourned at 12:21 p.m.

Respectfully submitted,

Chandra Ravada
ECIA Director of Transportation and Planning