

The Ames Transit Agency Board of Trustees met on February 11, 2017 at 10:00 a.m. in CyRide's Conference room. President Haila called the meeting to order at 10:09 a.m. with Trustees Madden, Schainker, Staudt, Valentino, and Haila present. Absent: Trustee Gartin. Iowa State University's Senior Vice President, Katherine Gregory and Catherine Brown, Program Manager 1, were also present.

SYSTEM REDESIGN STUDY PRESENTATION/DISCUSSION: Director Kyras explained the topics of discussion for the meeting: System Redesign options explanation, additional service ideas, policy considerations and next steps. She also discussed the goals for the meeting, which were to determine if there were services board members did not desire to be considered, identify ideas not currently being considered and to gain a consensus of the options that should be presented to the public. She then turned the meeting over to Thomas Wittmann and Cristina Barone from the Nelson Nygaard consulting firm.

Mr. Wittman began by explaining the services included in the Transformative System Redesign option. He indicated that this option represented what services could look like if CyRide did not have existing service – “clean slate” approach, matching demand with routes and frequency needs. He indicated that this scenario would be described in eight subareas of the proposal. The first area described was the South Duff area, which includes three routes: Yellow, Blue, and Plum. The Yellow route would be extended to campus allowing for a “one-seat “ride, which would open up a new market for this low ridership route. The route would operate weekdays and weekends at a higher level of service.

The second change in the first subarea would extend the Blue route to the service road in front of Target, with a potential stop between Target and Walmart and 10 minute weekday and 15 minute weekend service. This would eliminate the need to cross S. Duff to get to these shopping destinations and reduce congestion at S. Duff and S. 5th , both safety concerns. He indicated that this extension would need approval from Target to operate a bus through their parking lot. Also, this route would no longer extend to north Ames to North Grand Mall.

Mr. Whittmann also indicated that there would be no route change on the Plum Route, but service would be improved to 20-minute frequencies.

The second subarea is SE Ames (Southdale) area. Mr. Wittmann indicated that the Yellow route would have a much higher level of service, but some residents would need to walk further, as the Southdale neighborhood loop and turnaround would be around the existing apartment complex at Jewel and not extend further into this neighborhood as it does today. Residents in the area will have weekend, more frequent and higher frequency service. Mr. Wittmann indicated that this proposal would also allow service options for the new high-density residential development along S. Duff. He also indicated that this proposal would provide one single route option for residents, as opposed to the peak hour Yellow route and midday Gray route service to this area, which will encourage ridership along with more frequent service. He

indicated this was the third lowest ridership route currently and that it should improve its ridership profile dramatically. Thomas Wittmann also pointed out the challenge with this proposal as residents that have service to their door currently will need to walk to Jewell to utilize the service.

President Haila questioned how many people ride the Yellow route that have a non-university destination. Christina Barone, Nelson/Nygaard consultant, indicated that approximately 10 individuals would need to walk farther to use this service.

Trustee Schainker provided background information on this area, indicating that there is currently significant amount of non-student housing in the Southdale area and that previous discussions with residents indicated that they felt isolated. He indicated that originally this area was developed to accommodate more affordable housing. He indicated a concern with the shortened route in the Southdale area.

Iowa State University's Senior Vice President, Kate Gregory asked if other modifications to the Southdale area could provide better coverage and still allow the route to travel to campus. Thomas Wittmann indicated that the current proposal would allow one bus to operate the service; however, if it were extended, it would need a second bus at an additional cost of approximately \$125,000 per year.

Trustee Schainker commented on the Blue route extension indicating that currently riders are crossing S. Duff and that it has not impacted ridership.

President Haila suggested flagging these two concerns and proceeding with the presentation.

The third subarea addresses three areas: Research Park, Veterinary Medicine and Applied Sciences complexes. Mr. Wittmann indicated that the current Orange route provides service to the Veterinary medicine complex approximately every 20 minutes, while the Research Park is served by the Brown Route and the Applied Science is within walking distance on the Green route. He indicated the proposal included a new Peach route to service these areas with 60-minute service frequency during the weekdays. He indicated that all three areas generated low ridership: Applied Sciences approximately 50 passengers a day, Veterinary Medicine approximately 70 per day and the North Loop of the Research Park approximately 20-25 trips per day. He indicated that service to these areas, based on ridership, would justify a 60-minute service frequency to the three areas. Further, he indicated that the desire was to have all articulated buses on the Orange route and that these large vehicles could not maneuver through the Veterinary Medicine parking lot. Therefore, the proposal would serve all three areas, connecting them to campus, using a small bus.

Trustee Madden shared previous discussions regarding the need for service to the Research Park and Applied Sciences services had included evening service as well and wondered if there was a way to accomplish this within fiscal constraints. He asked if the smaller bus would allow for this to be less expensive to operate. Mr. Wittmann indicated that the cost savings was minimal, as approximately 80% of the cost was in labor.

The fourth subarea is the Schilletter to Towers area. Mr. Wittmann began by indicated that the current Gold Route would be eliminated and replaced with a deviation of the current Brown route on Lynn Ave. In addition, a new Gold route would be added to serve the major destinations of Schilletter Village-campus-Towers Residence Halls. He also indicated that the Brown Route service level would be reduced from 20-30 minutes, as the new Gold route would provide service to a significant number of the Brown routes current ridership. He also indicated that the Brown route service hours would be extended from its current 6:30 pm to approximately 10:00 pm on weekdays.

The proposal includes a new Gold route connecting Schilletter Village-campus-Tower areas, which will operate every 10 minutes during the weekday, 7:00 am to 12:30 pm, and would be considered a Circulator “free” route. He indicated the challenge with this route would be between Storm and Knapp, a two-block area, which would have bus service where it does not operate today. He indicated that this was the only option to turn the bus around that could support a 40’ bus. Also, he indicated that the route would no longer serve the Schilletter Village laundry.

The fifth subarea is the West Ames area. Mr. Wittmann indicated that West Ames was one of the most interesting routes he had seen in a long time with its very high ridership. He explained the proposal kept the #1 Red route at increased service levels of every 15-minutes, with the buses “spread out” instead of bunched just before/after class times. This will offer more trips and make the service more transparent. 1A route would be renamed to Route 11, which will provide greater clarity on where the two routes will travel. The #11 route would turnaround on the south end of campus on Union Dr. near Friley, on the north side of the road. He indicated passengers would then need to either walk to their final destination or transfer to another bus, such as the Cardinal Route. He indicated the #11 route would reduce the number of buses on Osborn Dr.

A new #12 Lilac route would provide service on Steinbeck and Mortensen and operate as an express route to campus. This route would accommodate bus stops that can fill a bus in two or three stops and then quickly take passengers to campus. This route would operate only during morning and afternoon times to relieve the #1 and #11 routes.

The #7 Purple route would remain unchanged, but could be extended in the future to serve a new development south of Lincoln in west Ames.

The sixth subarea is Northeast Ames. In the proposal, the Green and Blue routes are consolidated in a modified Green route, with the Blue route eliminated, as a majority of this route’s ridership will be accommodated on the new Gold route. Ridership areas north of Schilletter Village on the current Blue route, on Northwestern and near the mall, would be accommodated on the Green route. Additionally, only two trips would be provided prior to the start of Ames High School and two trips after school would be routed past the school. This change would allow the green route to maintain a timely schedule, which is difficult currently. The end result would be that approximately 25 current passengers along 24th Street near Northcrest would need to walk more than ¼ of a mile to a bus stop. Trustee Schainker shared his concerns with this service change.

The seventh subarea is the Campus area. The Transformative proposal would reduce the number of buses operating through campus, specifically on Osborn Dr. However, there would be more of buses and pedestrians on Union Drive. This change would require a more significant bus stop at Union Drive. By “spreading out” service instead of scheduling buses every 20-minutes with extra buses for capacity, the number of buses at the Union Dr. stop at any one time should be manageable. In summary, the number of buses on campus is reduced; however, campus riders would need to walk a little farther to their final destination or transfer to another bus. This allows more resources to be used to bring passengers to/from campus as opposed to around campus.

Trustee Staudt shared that the timing of this change would coordinate well with the Union Drive construction project and allow for the possibility of bus stops to be enhanced to accommodate more individuals.

Cathy Brown, Iowa State University’s Project Manager 1, was asked her opinion on the number of buses/passengers on Union Drive versus Osborn Dr. She indicated a concern with the increased emphasis on Union Dr. and shared that Osborn Drive was longer, could accommodate this level of usage better and modifications have been made (sidewalks, parking) to allow for heavy bus/rider usage. She indicated that it might be able to be accommodated with the changes to Union Dr., but would need to better understand the volume of buses/pedestrians. Trustee Staudt shared his thoughts that a conscious effort would need to be made to make this work and be safe.

The eighth area is East Ames, which is served by the Pink and Gray routes. Neither of these routes has high ridership. The proposal would eliminate both routes and replace it with an “Innovative Service” zone. Mr. Wittmann indicated how this service could work. He stated that it could be operated in a small bus by CyRide, a taxi service or Uber where customers would be picked up at the City Hall bus stop once an hour and then transported to the door of their destination. To return, passengers would call a number/taxi/Uber and get a return trip to City Hall, connecting with other CyRide routes to complete their trip.

Mr. Wittmann then briefly recapped the discussion at the January board meeting regarding the elimination of bus service on Osborn Dr. and Morrill Rd. option, indicating that to consider this proposal would increase CyRide costs by approximately \$400,000, require reconfiguration of Pammel Dr., increase walking, possibly reduce CyRide’s state funding, etc. He asked whether this proposal should be further considered and provided to the public as a viable option. It was a general consensus that this option was not possible and should no longer be considered as a viable option.

Trustee Schainker shared his thoughts about the Transformative proposal indicating that he believes that the consultants had not fulfilled what was requested in the RFP to “increase non-student ridership” under this proposal. He asked the consultants to provide a brief summary of the proposal changes that they believe would increase this non-campus ride market. The consultants stated that it:

- Provides all day connections to the core of Ames, downtown Ames and the east areas of Ames, which is not possible today.
- Residents would have all day access to the South Duff corridor that is not offered today, which opens up employment opportunities.
- Residents in West Ames will have more clarity on where routes will operate
- Southdale area will have consistent, more frequent service on weekdays and Saturdays.
- Research Park will have two routes instead of one.
- Residents would have more direct access to Walmart /Target commercial areas.

Senior Vice President, Kate Gregory asked the consultant for their opinion on what future travel patterns might look like other than to/from campus and how that might differ than today. Mr. Wittmann indicated that typically changes to specific destinations, such as Mary Greely Hospital or the Mall would generate different patterns. He further indicated that improving service to the Walmart area on South Duff and connecting one neighborhood to another could be new patterns for Ames.

Trustee Schainker shared his thoughts that with the Super Walmart opening in north Ames might be a difference as well, that this could take away some traffic from the South Duff area. Mr. Wittmann indicated that current bus service levels to the mall area could also serve the new Walmart area.

Senior Vice President Kate Gregory asked the consultants for their insight on where they sensed the greatest desire for service that is not currently met and that the Ames community would ride if they had service. Mr. Wittmann indicated that he believes this would be the South Duff area, specifically mentioning the Walmart area, for multiple reasons: demographics are right to attract more riders and current services to this area are not competitive.

President Haila shared a concern that if students chose to walk more (around campus) that CyRide would receive less federal or state dollars, as these funding sources are calculated based on the number of rides provided. Director Kyras indicated that it would be difficult to estimate this impact without a clearer picture of how students would react to this change, but indicated that most likely it would not impact federal dollars, but could have a small impact on state funding. Further, Director Kyras shared that five years ago, CyRide had more students riding two blocks on campus, but that is not the case today as buses are extremely full and it takes longer to get across campus by bus. She also reminded board members that CyRide did not build capacity for on-campus trips, only to/from campus.

Trustee Schainker expressed his concern that with buses on the outer limits of campus, more passengers would opt to drive to get closer to campus.

Trustee Madden shared his thoughts on non-campus trips, indicating that the amount of time on the bus was an important factor, and that driving or even taking a bike would be faster than riding the bus.

President Haila shared his thoughts that CyRide has been a significant asset to the community, and that it is a “drawing card” for residents and businesses. He clarified that the

Transformative proposal adjusted service levels to match ridership demand, but wondered if low ridership meant they did not want service or that service prevented individuals from using the service. Trustee Madden agreed and indicated that public transit service is a catalyst for growth.

President Haila said he would consider riding transit, but can bike quicker than it would take to ride the bus; however, he understands that a competitive bus ride is more complicated to accommodate on an individual level. Senior Vice President Kate Gregory mentioned that the amount of bike traffic in Ames is incredible and that the door-to-door nature of this transportation makes it difficult for the bus to be competitive. Mr. Wittmann provided his thoughts about the need to look at all aspects of the trip, not just travel time. He indicated that consumers need to look at the full cost of their trip – parking, congestion, etc.

Senior Vice President Kate Gregory shared her thoughts that bus systems do not create substantial infrastructure investment; however, where development occurred had more of an impact on public transit services and how the city was to grow. She asked the consultant how he believed CyRide could positively impact development decisions to create a better community. Mr. Wittman indicated that CyRide had several transit corridors that would allow for substantial movement of people – citing the West Lincoln Way/S. Dakota corridor. He indicated that future development along these corridors would allow CyRide to more easily provide service and benefit the community at the same time.

President Haila asked the consultant for their opinion on a concept where buses were wrapped with a Dinkey theme and could provide express bus service from the downtown area to the university. He also suggested looking at the downtown needs as it grows with more residential housing and its connection to the Research Park via an express route. Mr. Wittmann indicated that CyRide has several routes that already provide an unbranded “Dinkey route” – Red and Green routes. He also indicated that Nelson Nygaard staff had looked at a route that started at City Hall, traveled S. Duff to Airport Road, then west to the Research Park. Trustee Madden mentioned that another model that could be considered would be if the City were willing to dedicate a traffic lane to express routes or vehicles that have a certain number of people in it, to encourage ridership and faster travel times.

Director Kyras asked board members if they were comfortable with the changes in the Transformative proposal and whether they should be presented to the public for comments. President Haila asked each transit board member to provide their views to this question.

Trustee Valentino said he was generally supportive, indicating that the Union Drive area with a change from 5,000 to over 9,000 pedestrians using this area per day was a safety concern to him. Further, he indicated that he believes the Blue route change near Target/Walmart was fantastic and liked the Peach route serving the Research Park and other outlying campus areas.

Trustee Staudt shared that with the additional traffic on Union Drive, that he believes being dropped on the north side of the roadway will minimize congestion and safety concerns. Further, he stated that he liked the West Ames changes, the Yellow Route additional service, elimination of the Gold route/changes to the Brown route, the new Gold route and wondered if

Fredericksen Court could be added to this route. He indicated that he had concerns with the elimination of service on the Blue route around the 24th Street area.

Trustee Valentino shared a concern regarding the potential increase in cost with more buses/pedestrians along Union Drive. He indicated that the roadway had a significant incline and curve, and that mounds of snow along the curb would create pedestrian issues. Senior Vice President Kate Gregory shared her concern about safety in this area. She indicated that it might be beneficial to have gates along the corridor to eliminate through traffic other than buses and traffic turning into parking lots along the roadway. Trustee Staudt said the university might be looking at a tradeoff in moving buses off Osborn and installing gates on Bissel, State Gym and Lake LaVerne to allow for increased bus/pedestrian traffic on Union Dr. Union drive. Trustee Staudt shared he would rather have a CyRide driver using Union Dr. than a regular driver that is not as familiar with the pedestrian/car/bus movements.

Trustee Schainker shared his thoughts that the proposal did a fantastic job on university transportation, but believes it falls short of his expectation for people who want to move throughout the community. He pointed to the Blue route change on 24th Street to explain his concerns.

Director Kyras shared that the Transformative proposal represented a baseline level of service that would require approximately a 3% financial increase per year due to inflationary costs. She indicated that to increase non-campus trips and provide more opportunities to choose public transit would be very expensive as it requires many starting locations to many destinations, as opposed to campus trips which require fewer, more densely-populated starting locations to one destination.

President Haila stated that he was hoping that the proposal would more efficiently handle the campus trips, which would allow more service for non-campus trips. Further, he indicated that he had not expected to see an alternative transit proposal on the east side of Ames. Trustee Schainker shared his concern that the overall goal was to improve service, but would have liked to have had the proposal provide substantial benefits for non-campus passengers, as opposed to the focus on campus passengers, which he indicated he believes are already served well.

Senior Vice President Kate Gregory shared her belief that the study was to look at the entire community, campus and non-campus rides, and that there are still challenges with getting students to campus as well. She indicated there needs to be a balance that addresses as many issues as possible within financial considerations. Trustee Schainker shared that he did not believe that the study had uncovered what the non-campus riders wanted and that he believed that the consultant should look at the Land Use Policy Plan to try to better understand these travel desires. Senior Vice President Gregory shared that she believes that the consultant gained valuable input from the public. Trustee Schainker shared that he did not believe the proposal addressed non-campus riders to be able to get to the commercial businesses and believed that the study's focus was not correct as it focused too heavily on getting riders to campus.

Trustee Madden shared his thoughts that he was supportive of the proposal changes and that the consultant had adequately addressed the study's goals. Further, he shared that he believed that the challenge moving forward was where to gain additional resources to make a bigger impact to the non-campus riders, as this market was spread-out throughout the community, as opposed to a centrally focused area. He indicated that the bulk of the financial resources were coming from the university and that the proposal was meeting their needs.

Senior Vice President Kate Gregory shared her thoughts that the System Redesign proposal improves the community in locations where CyRide currently serves; however, it does not address the city's needs as it develops into the future.

Board members took a 10 minute break.

Mr. Wittmann explained that the next discussion would be on the additional service priorities that could be added in the future if additional financial resources could be secured. He indicated that potential enhancements to the proposal could include: more frequent buses in high residential growth areas, more frequent service in the evenings, later weekday evening service and improved passenger and bus stop amenities high quality services to new areas, such as the Research Park or northern residential neighborhoods, expand peak-only service to all day services and improved weekend service. He then addressed the capital needs that could benefit CyRide services citing the purchase of more articulated buses; bus stop improvements, heated shelters; Automatic Passenger Counters to quicken boarding of the buses and the need for roadway infrastructure improvements on Bissell & Union Dr.

Trustee Schainker asked whether the service proposal included facility needs within the board-directed fiscal constraint of 5%. Director Kyras said that it did not, but that CyRide's closing balances above 10% could accumulate funding to provide the local match needed to address CyRide's facility needs, outside of the fiscal constraint the board set as a part of the System Redesign study.

Mr. Wittmann then discussed the eight operational policy considerations that were developed as part of the study's tasks as summarized below:

- **Eliminate Weekday Daytime Peak Time Transfers on Campus** – He indicated that time-transfers would only occur at the Mall and City Hall under this proposal as a way to more efficiently operate service through campus.

President Haila asked staff for their thoughts on campus transfers. Barb Neal indicated eliminating transfers on campus would make it easier operationally, but that she did not believe it would create a significant financial savings. Further, she indicated it could make riders transferring to an infrequent route wait a significant amount of time for the next bus. She also indicated that this could work on campus, but not at the other two locations.

- **Implement All-Door Boarding on Circulator Routes and Install APC's** – He indicated that all Circulator routes (Gold, Cardinal and Orange) should have APC equipment install to

decrease boarding time and increase route's efficiency. He indicated it worked on these routes as they were no fare payment upon boarding routes.

- **No Longer Guarantee Ride at Scheduled Time** – While CyRide would continue to spread-out trips and add some extra buses to certain trips, customers would need to take a trip before or after if the capacity was not adequate, as opposed to CyRide increasing service levels. He indicated non-peak trips had capacity and this would increase efficiency of all trips.

Mr. Wittmann and Director Kyras provided further explanation on how this would work. Trustees Madden and Senior Vice President Kate Gregory stated that choosing a different trip was standard practice in other communities. Director Kyras indicated that they were correct, but that customers would need to accept the change and change their mindset that they could walk out to a bus stop and be assured of getting to campus at a specific time. She indicated more planning by the customer would be required.

Mr. Madden asked how this concept would work for different student schedules, such as for finals week. Barb Neal explained that CyRide modifies service today to accommodate this and would under the proposal as well. She then explained her concern in this concept explaining that customers at the end of the route before campus could not plan their trip, as they would never know if the bus would have capacity. She indicated someone at the beginning of the route did not experience this issue.

- **Do Not Stop For “Runners”** – He indicated that this slows bus travel to wait for stragglers and frustrates riders on the bus.

Trustee Staudt shared his support for this policy citing his experiences and frustrations when the bus waits for customers not at the bus stop.

- **Route Deviations** – He suggested standardizing the methodology CyRide uses to determine if a deviation from a route would be beneficial. He indicated there are industry methods to calculate this benefit.
- **Park-and-Ride Management** – He recommended charging a nominal fee for parking at the Iowa State Center parking lot. He cited other universities, such as the Univ. of North Carolina as examples of how this could work. He indicated it could reduce the overcrowding and future increases on the Orange route.
- **User-Side Subsidy** – He recommended formalizing a policy regarding how CyRide will address service to low-density areas – agency service, taxi subsidy or Uber.
- **Facilitate Integration of Private Shuttles** – He suggested designating locations where these shuttles could stop that were not on a bus route or at a bus stop on campus. He recommended on Lincoln Way, south of Friley at the Moonlight Express bus pullout that is not used during the day.

Director Kyras then asked board members on their thoughts regarding whether they were comfortable in proceeding to the next step in the study, which would be public meetings on the proposal at the end of February/beginning of March. President Haila asked for board members thoughts.

Trustee Staudt asked what would be presented to the public - just the Transformative proposal or would it include the “no buses on Osborn” options? Director Kyras clarified that it would only be changes reflected in the Transformative option only, as previous discussion at this meeting has decided to not move forward with the other two options. Trustee Madden indicated that he was comfortable with presenting the Transformative option only.

Director Kyras explained the next steps and timeline – public input with comments presented at the March meeting, refinement of the option for the April meeting and final document in June. Trustee Madden indicated that it was important to make decisions before the students leave for the summer.

Trustee Schainker clarified that the Transformative option was not a board recommendation, but the consultant’s recommendation. Further, he asked if this was the only option. Senior Vice President Kate Gregory stated that it was, unless the “no buses on campus” options were presented to the public.

President Haila shared his concern in moving forward with the Transformative option only; indicating that he believed it would send the wrong message to the citizens of Ames, as he believes the impacts on non-campus riders was too radical. Trustee Schainker indicated his concern that he believed that the changes recommended did not represent the desire for service by potential riders, only current riders. Trustee Madden indicated that he believes the route did take potential riders service needs into consideration by improving frequency, for example, along the S. Duff corridor that could attract new and more riders that currently use the yellow route. There was a discussion on whether adequate public input was being received to make a decision.

Trustee Schainker stated that he could not support the Transformative option as it was presented at the meeting. Mr. Wittmann indicated that typically public input on proposed changes generates a substantial amount of comments as it impacts people’s lives. Further, he indicated that, in his experience, the proposal presented to the public was modified in some way before it was chosen as the “preferred” option. He indicated that Transformative proposal is not an all or nothing proposal, but that it most likely would be modified based on the public and board’s desires. The purpose of the public meetings is to gain what people like and do not like for modification of the option.

President Haila asked the consultants how this would be presented to the public. Mr. Wittmann first explained that he would suggest that two options be taken to the public – the Transformative and a second option that takes some of the community changes (excluding campus changes) from the “no buses on campus” option. He indicated that this would provide the community with more options to provide input on. He then explained that he would indicate that they were seeking feedback about which changes met their needs (I like this or that) and, with this input, would develop a final recommendation, which would most likely be a combination of the changes presented in the two options. President Haila indicated that he was comfortable with this approach. Trustee Schainker suggested explaining the options based on the study’s guiding principles.

Senior Vice President Kate Gregory requested clarification on what the second option would look like. Mr. Wittmann indicated the following minor changes would be included in the second option:

- Current Gold route would be eliminated, Brown route rerouted to cover a portion of this route
- Gray route would extend to campus and would operate on a different fixed-route alignment to the DMACC area only

A general discussion about the changes in the two proposed options ensued. Senior Vice President Kate Gregory requested a map with the Transformative changes illustrated and a map of the new proposal, with an explanation of both. Mr. Wittmann indicated that he could have this developed by the following Monday. Mr. Madden requested this information before he was comfortable in saying that the options should be presented to the public.

President Haila indicated that he believed that how the buses travel through campus was an ISU decision, so would be interested in board members, representing ISU, thoughts on this when the board was making final decisions on the study recommendations.

Director Kyras asked if board members were comfortable with a two-week notice regarding the public meetings so that the study could stay on schedule. There was a consensus to have the public meetings at the end of February/beginning of March to stay on schedule. She indicated that feedback from these meeting would be presented to the board at the March transit board meeting.

Trustee Madden urged staff to use a wide variety of media sources to get information to the public about these meetings. A discussion of these sources and timing ensued. Board members urged staff and the consultant to post information regarding the two proposals online before the meetings so people could study the changes and be prepared to comment at the meetings. Mr. Wittmann indicated that an online survey with the information and an opportunity to comment on each change would be developed and that this typically generated a great deal of response. There was discussion of board members writing a Letter to the Editor to assist in generating comments from the public.

MOVE TO ADJOURN: Trustee Staudt made a motion to adjourn the meeting at 1:45 p.m. and Trustee Valentino seconded the motion. (Ayes: Five. Nays: None.) Motion carried.

SPRING SEMESTER MEETING DATES AND TIMES:

- February 28, 2017, 8:00 AM
- March 28, 2017, 8:00 AM
- April 25, 2017, 8:00 AM

John Haila, President

Joanne Van Dyke, Recording Secretary