

**Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday, April 11, 2013**  
**4:15 p.m. to 6:00 p.m.**

**Federal Building**  
**Second Floor, Room 223**

**Transit Advisory Board Members:**

<input checked="" type="checkbox"/> Joel Lightcap <i>Chair</i>	<input checked="" type="checkbox"/> Matt Esser	<input checked="" type="checkbox"/> George Enderson
<input checked="" type="checkbox"/> Rhonda Knight	<input checked="" type="checkbox"/> R.R.S. Stewart	

**Others Present**

<input checked="" type="checkbox"/> Barbara Morck <i>The Jule Transit Director</i>	<input type="checkbox"/> Dave Heiar <i>City of Dubuque</i>	<input type="checkbox"/> Kelley Deutmeyer <i>ECIA Executive Director</i>
<input checked="" type="checkbox"/> Gail Kuhle <i>ECIA</i>	<input type="checkbox"/> Candace Eudaley <i>ECIA Assistant Director</i>	<input type="checkbox"/> Michelle Huseman <i>Jule Mobility Coordinator</i>

**Public Present**

None

## **Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by the Board Chair, Joel Lightcap at 4:18 p.m. Introductions were made at this time.

## **Review/approve the agenda for the Thursday, April 11, 2013 Dubuque Transit Advisory Board meeting**

Motion by Enderson, second by Knight to approve the agenda for the Thursday, April 11, 2013 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

## **Review/approve the minutes of the Thursday, March 14, 2013 Dubuque Transit Advisory Board meeting**

It was noted that date was recorded incorrectly on the Minutes and to add Review and Approve Passenger Transportation Plan to Other Business.

Motion by Stewart, second by Esser to approve the revised minutes of the Thursday, March 14, 2013 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

## **Manager's Report**

### **Review and recommend approval of the statistical and financial data**

Morck began her report by reviewing the ridership report noting that for March, under the fixed route service the Jule saw a ridership increase of approximately 2.75% and slight decrease in service for the mini-bus.

Morck reported that to-date the Nightrider route has provided approximately 6,176 rides.

Morck indicated there were no financial to report.

Motion by Stewart, second by Esser to approve the Manager's report. The motion passed unanimously

## **Update**

### **Nightrider route**

Morck stated the Nightrider route will continue through the summer with reduced hours. The hours will be from 6:00 p.m. until 11:30 p.m. The extension was due to the Nightrider starting later than the

original start date. The press release announcing the continuation of the Nightrider route will be going out in the next few days.

#### **ARC Transfer Center**

Morck reported the canopy and membrane have been installed and the concrete work on the medians should be completed by May 15, 2013. The Grand Opening will be held in the first weeks of June. Morck continued with stating that funding for Phase II of the ARC Center will be pursued in FY2014.

#### **Bus Storage and Maintenance Facility**

Morck indicated the Bus Storage and Maintenance Facility Site Selection will go to City Council in May for approval and then will be sent to the FTA for approval. To apply for the TIGER V Grant staff and IIW would need to have the site selection and environmental assessment completed and approved by the FTA.

#### **Roof Replacement and Sprinkler System**

Morck stated that she is working with the City on the roof replacement and the sprinkler system and the RFQ should be going to Council for approval in May. Bids for the roof and sprinkler should be completed by fall.

#### **Intermodal Center**

Morck indicated the feasibility study had to be redone because the City wanted to add City owned spaces to the parking ramp. The study will sent to the FTA to be approved and then it will go through a 90 review process with construction starting by the end of the year.

#### **ITS**

Morck noted that an initial install has been installed on the fixed route buses and there have been some issues that staff are working to correct.

#### **Shopping Circulator Route**

Morck stated that staff has applied for the third year of funding for the Shopping Circulator. Morck noted the Shopping Circulator route saves the City about \$38,000 annually. Morck noted discussion has been held with the City regarding the importance of the Shopping Circulator route.

#### **Illinois DOT transits funds for East Dubuque Service**

Morck explained that staff is currently providing a survey to the City of East Dubuque and their residents to determine what their transit needs are. Staff is also working closely with the East Dubuque Schools to promote service and increase ridership. Morck indicated the ILDOT has made it very clear that they will provide funds only for services that have been rendered.

#### **Consolidated Funding Public hearing**

Kuhle noted the Consolidated Funding Public hearing will be held on Tuesday, April 16, 2013 at 3:00 p.m. in the Federal Building.

## **Other Business**

### **Review/Approve the Passenger Transportation Plan (PTP)**

Morck presented the Passenger Transportation Plan (PTP) for Board approval. Morck explained the Passenger Transportation Plan is a Transit Planning document for DMATS and the RPA which includes the Jule, the RTA and Clinton's transit service the MTA. The goal of the PTP is to show a connection between the transit needs identified and transit projects. The needs are identified by stakeholder groups throughout the region. Morck stated that every five years staff is required to provide a full PTP plan with annual updates

Discussion followed.

Motion by Enderson, second by Esser to approve the FY 2013-2017 Passenger Transportation Plan (PTP). The motion passed unanimously.

### **May meeting**

Kuhle indicated that the next meeting will be held on Thursday, May 9, 2013 at 4:15 p. m. in Room 223 of the Federal Building.

## **Board member comments**

### **BBQ in DBQ-Day of Peace**

Stewart announced the Day of Peace will be held at Loras College on Friday, September 20, 2013 with the BBQ in DBQ will be held at Clark College on Saturday, September 21, 2013. Morck suggested that the Day of Peace be placed on the August agenda.

## **Public Comments**

There were no Public comments

## **Adjournment**

Motion by Stewart, second by Knight to adjourn the April 11, 2013 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:30p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this \_\_\_\_\_ day of July 2013.

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Joel Lightcap, Chairperson  
Dubuque Transit Advisory Board