

**Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday, January 10, 2013**  
**4:15 p.m. to 6:00 p.m.**

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

**Transit Advisory Board Members:**

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|---|--|--|
| <input checked="" type="checkbox"/> Joel Lightcap<br><i>Chair</i> | <input type="checkbox"/> Matt Esser                | <input 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<br><i>The Jule Transit Director</i> | <input type="checkbox"/> Dave Heiar<br><i>City of Dubuque</i>                         | <input type="checkbox"/> Kelley Deutmeyer<br><i>ECIA Executive Director</i>              |
| <input checked="" type="checkbox"/> Gail Kuhle<br><i>ECIA</i>                         | <input checked="" type="checkbox"/> Candace Eudaley<br><i>ECIA Assistant Director</i> | <input checked="" type="checkbox"/> Michelle Huseman<br><i>Jule Mobility Coordinator</i> |

**Public Present**

Jo Ellen Rueter

## **Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by the Board Chair, Joel Lightcap at 4:23 p.m. Introductions were made at this time.

## **Review/approve the agenda for the Thursday, January 10, 2013 Dubuque Transit Advisory Board meeting**

Motion by Stewart, second by Knight to approve the agenda for the Thursday, January 10, 2013 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

## **Review/approve the minutes of the Thursday, November 8, 2012 Dubuque Transit Advisory Board meeting**

Stewart noted that the date of the budget hearing should be Tuesday, February 19, 2013 rather than January 19, 2013. Kuhle noted that she would make the correction.

Motion by Stewart, second by Knight to approve the minutes of the Thursday, January 10, 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 FY'13 Transit Operating Revenue and Expenditures from July 1, 2012 to December 31, 2012. Morck pointed out that the federal operating funds for the 1<sup>st</sup> half of FY'13 have not been approved, therefore The Jule has not received the funds at this time. She also noted that The Jule has not received their transit funds from the ILDOT for the city of East Dubuque. She stated that the ILDOT felt that The Jule doesn't provide enough service to East Dubuque to warrant the funds. Morck continued to explain that conversation is being held with the FTA and ILDOT and she felt that there would be a resolution and The Jule would receive their funds. Morck noted that in the meantime staff is working on providing some promotions to increase service to and from East Dubuque.

Morck then presented the December ridership report noting that for December The Jule saw a ridership increase of approximately 4% overall. As Morck looked over the report she noticed that the 662 DuRides for December were not included in the total. Morck then reported that to date, the Nightrider route has provided 2,500 rides and continues to be used not only by the college students but by the general public as well.

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

## **Update on grants**

### **ARC Transfer Center**

Morck reported that Murphy Construction Group was awarded the contact for the construction of the ARC Transfer Center, with a construction completion date of approximately May 15, 2013. She noted that a preconstruction meeting will be held within the next few weeks. Morck continued with stating that Phase II of the ARC Center will not be pursued until FY'14 or later.

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

Morck stated that she is working on the RFP for the roof replacement and the sprinkler system and she would like to have the RFP completed in time to present it to the City Council for approval by early February.

### **Mobility Coordinator**

Morck reported that the state has found some leftover funds that they will be using to fund the mobility coordinator position until December 2014.

### **ITS**

Mobil Data terminals have been installed in all of the light duty buses and all but one mini bus driver has been trained in how to use the terminals. She reported that the fix route installation will begin at the end of January. Morck stated that all of the ITS equipment should be in full operation by the end of July. At this time staff is working on a template for the smartcard which will be used on the fixed route buses.

### **Intermodal Center**

Morck reported the Intermodal Center is slowly moving forward. Morck indicated that in the next few weeks the FTA and City staff will meet to discuss the issues with the parking ramp. She noted that City staff is working on the property acquisitions.

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

Morck stated that in the spring, staff will be applying for a State of Good Repair grant and possibly a Tiger IV grant for the construction of the Bus Storage and Maintenance Facility. Morck is hopeful that the environmental analysis, feasibility study and site selection will have been completed in time to be included in the grant.

### **Affordable Care Act**

Morck explained that under the Affordable Care Act the tracking period for determining whether employees will be offered health coverage in 2014 began January 1, 2013. She further explained that under the Affordable Care Act, employees who work average over 30 hours a week are required by law to be offered health insurance, therefore Morck will be working with the city to determine how

they are going to handle the hours for the part-time drivers and whether The Jule will need to hire additional full-time and or part-time drivers. Morck noted that she has requested one additional full-time driver in the FY'14 budget.

### **Other Business**

#### **Parking Lot Bus Stop at Wal-Mart**

Knight asked if Morck had checked into the bus stop at Wal-Mart. Morck reported that she has not checked into establishing a permanent stop at Wal-Mart but will continue working on getting this done.

#### **February meeting**

Kuhle indicated that the next meeting will be held on Thursday, February 14, 2013 at 4:15 p. m. in Room 223 of the Federal Building.

### **Board member comments**

#### **Teamster #120 Leadership**

Lightcap ask who will be taking Dave Baker's place now that Baker is no longer the Teamster's Representative. Morck explained that John Rosenthal will be handling union issues until Kevin Saylor has been brought up to date, then Kevin will be the Transit Driver's representative.

#### **Tiger IV grant and State of Good Repair Grant**

Stewart asked Morck to explain the difference between the State of Good Repair Grant and the Tiger IV grant. Morck stated that Tiger IV is a grant funded by the U.S. DOT and can be used to fund anything which encompasses transportation such as Complete Streets projects, Intermodal facilities and Bus Storage and Maintenance Facilities. Whereas the State of Good Repair is funded through the Federal Transportation Administration (FTA) and can on be used only to fund public transit projects such as the replacement of buses, repair or replace existing transit facilities or purchasing/replacing the ITS equipment.

#### **Human Rights Commission**

Stewart stated that the Human Rights Commission is looking into holding an ADA forum in July with the Housing and Transit departments. Stewart indicated that she would keep the Board updated as more information becomes available.

### **Public Comments**

Jo Ellen Rueter asked for an explanation on who "staff" is and how the management for the Jule works. Morck continued with explaining that The Jule is managed by East Central Intergovernmental Association (ECIA) and ECIA is a Council of Governments would works with the five surroundings counties (Dubuque, Delaware, Clinton, Cedar and Jackson). The management staff is herself, Jodi Johnson and Michelle Huseman, Mobility Coordinator as well as the other staff from ECIA. Conversation continued with Morck explaining how the Nightrider and Midtown Loop and Feeder are funded and future expectations for The Jule.

Rueter then asked how the general public can provide comments to City Council regarding the Nightrider Route. Morck told her to have the general public to either email or call city council members with their comments.

**Adjournment**

Motion by Esser, second by Stewart to adjourn the Thursday, January 10, 2013 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:28p.m.

Respectfully submitted,

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

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Joel Lightcap, Chairperson  
Dubuque Transit Advisory Board