

Minutes
The Dubuque Transit Advisory Board Meeting
Thursday, July 10, 2014
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 type="checkbox"/> George Enderson |
| <input checked="" type="checkbox"/> Rhonda Knight | <input checked="" type="checkbox"/> R.R.S. Stewart | |

Others Present

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Candace Eudaley
<i>The Jule Transit Director</i> | <input checked="" type="checkbox"/> Jodi Johnson
<i>Jule Operations Supervisor</i> | |
| <input checked="" type="checkbox"/> Gail Kuhle
<i>ECIA</i> | <input checked="" type="checkbox"/> Maurice Jones
<i>City of Dubuque</i> | <input type="checkbox"/> Kelley Deutmeyer
<i>ECIA Executive Director</i> |

Public Present

None

Call to Order

The Dubuque Transit Advisory Board meeting was called to order by Board Chair, Joel Lightcap at 4:23 p.m.

Review/approve the agenda for the Thursday, July 10, 2014 Dubuque Transit Advisory Board meeting

C. Eudaley requested the addition of the Oath of Office for RRS Stewart.

Motion by Stewart, second by Esser to approve the revised agenda for the Thursday, July 10, 2014 Dubuque Transit Advisory Board meeting as amended. The motion passed unanimously.

Review/approve the minutes of the Thursday June 12, 2014 Dubuque Transit Advisory Board meeting

Motion by Stewart, second by Esser to approve the minutes of the Thursday, June 12, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

Review/Approve the Oath of Office for R.R.S. Stewart

Lightcap presented the Oath of Office for R.R.S. Stewart. Stewart continued by reading and signing the Oath of Office. It was noted that Lightcap's term had expired and his commission was not renewed by the City Council. Don Stedman will be replacing Lightcap on the Board.

Manager's Report

Review and recommend approval of the statistical data

C. Eudaley reviewed the July Transit Statistical Route data for the year-to-date period of July-June 2014. She indicated that total rides for DuRide should be 11, 286, which would increase total ridership to 478,370 rides for the fiscal year. The total ridership increased by 29,932 rides or about a 7% overall increase.

She reported that the majority of the increase in ridership is from the fixed route system.

Discussion followed.

Motion by Esser, second by Knight to approve the statistical data. The motion passed unanimously.

C. Eudaley noted that the fare increase went over with very few issues. New color coded passes have been implemented and there have been no problems with the new passes.

Discussion followed.

Fare Increase

C. Eudaley noted that the fare increase went over with very few issues. New color coded passes have been implemented and there have been no problems with the new passes.

Discussion followed.

Bus Storage and Maintenance Facility

C. Eudaley stated The Jule received notice that they were awarded a \$600,000 grant for the Bus Storage and Maintenance Facility and staff is working on an Request for Quotation (RFQ).

Discussion followed regarding the construction of the facility and it was noted the old Public Works building structure will be taken down and a new structure will be built on the existing cement slab. She indicated that facility will continue to provide service for light maintenance, storage and will include a training room.

Smith Systems –Defensive Driving

C. Eudaley reported that Jodi Johnson, The Jule Operations Manager, has been certified as defensive driving instructor through Smith Systems Defensive Driving program. C. Eudaley explained that Johnson attended a week long training session to become certified. Johnson stated that the Smith Systems is known as a leader in defensive driving training with over 6,000 clients including UPS and Fedex.

Johnson stated the program focuses on five key points, looking ahead, get the big picture, scanning your mirrors, space cushion and making sure people see you. Johnson indicated that with the certification she will be able to provide training to the drivers. C. Eudaley noted that there are also two other employees who have been trained in the program.

Johnson stated that statistical data reports a 50% reduction in accidents and 15% reduction in fuel cost after companies have implemented the training.

Review/Approve Roosevelt School Route Removal for Fall 2014

C. Eudaley stated the currently the Jule has a special bus called the “Roosevelt” route that goes out daily just to pick up school children and takes them to school. According to Federal Transit Administration (FTA), recipients of FTA grants cannot provide transportation for students and school personnel if that transportation excluded the general public or competes with private school bus operators. Therefore, beginning with the new school year in August, the Roosevelt route will be eliminated.

Johnson then referred to the AM/PM Commuter Route noting how the children will still be able to get to school on existing routes.

C. Eudaley noted the staff will be having discussions with the Dubuque Community School District regarding the changes and notification will be going to parents so that they are well aware of the situation before school starts.

Motion by Knight, second by Esser to approve preliminary removal of the Roosevelt School in the Fall of 2014 subject to conversation with the Dubuque Community School District.

Other Business

August meeting

Lightcap indicated that the next meeting will be held on Thursday, August 14, 2014 at 4:15 p. m. in Room 223 of the Federal Building.

Lightcap suggested the August agenda include discussion regarding chair and elections. Eudaley noted she would also like an update on commuter service placed on the agenda.

Board Member comments

Esser noted concerns about the drivers not using the lifts. Staff said that they would look into it and remind the drivers to use the lifts.

Public Comments

There were no comments made by the Public at this time.

Adjournment

Motion by Esser, second by Knight to adjourn the Thursday, July 10, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:27 p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this 11th of September, 2014.

Chairperson
Dubuque Transit Advisory Board