

**Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday January 12, 2017**  
**4:31 p.m. to 5:36 p.m.**

**Intermodal Transportation Center**  
**Room 105**

**Transit Advisory Board Members:**

Matt Esser

George Enderson

R.R.S. Stewart

Carrie Lohrmann

Dora Serna

**Others Present**

Candace Eudaley-Loebach  
*The Jule Transit Director*

Jodi Johnson  
*Jule Operations Supervisor*

Maurice Jones  
*City of Dubuque*

Sherry Driscoll  
*Confidential Account Clerk*

**Public Present**

No members of the public were in attendance.

**Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by R.R.S. Stewart, Vice-Chair at 4:31 pm.

**Review/approve the agenda for the Thursday January 12, 2017 Transit Advisory Board meeting**

Motion by Lohrmann, second by Serna. The motion passed unanimously.

**Review/approve the minutes from the Thursday November 10, 2016 Transit Advisory Board meeting**

Motion by Serna, second by Lohrmann to approve the minutes from the Thursday November 10, 2016 Transit Advisory Board meeting. The motion passed unanimously. The December meeting was cancelled, requiring no approval of minutes. The February meeting was cancelled so Board members could attend Budget Presentation.

**Managers' Report**

a. Review/Approve Statistical Data, (action Item), (Enclosure 3)

Eudaley-Loebach reviewed ridership statistics with the Board. The slight decrease in monthly ridership shown is due to the new youth fare policy and the use of transfers among all passengers. Fewer youth are boarding and riding only a few blocks and the use of transfers help distinguish between new trip and transfer ridership. These factors more accurately reflect true rides provided in the ridership statistics. Eudaley-Loebach also reported on college ridership with the new mandatory swiping policy depicting college ridership more accurately. Loras College had the highest ridership during the first semester and the highest number of unique riders. Loras continues to utilize service primarily through the Nightrider while the University of Dubuque has the highest daytime ridership of the three colleges. Ridership is expected to increase over the course of the school year at Loras, Clarke, and UD reaching peak ridership during the second semester. As part of the College-Transit Partnership, students at these colleges receive unlimited access to The Jule for an annual fee of \$20. Eudaley-Loebach is beginning the process of reviewing next year's contracts with the schools.

b. General Public Comments and Service Request

Public comment submitted through WebQA suggested a bus shelter on 9<sup>th</sup> & Iowa for sun protection, bus stops directly in front of and across the street from the Henry Stout Apartments for residents who have trouble walking to the Intermodal, and indoor waiting space at the JFK Circle Transfer. Opening Doors submitted a letter requesting weekday evening service after 6 p.m. and Sunday service to help their residents gain access to more employment opportunities. The Board moved unanimously to move Public Comment to the beginning of the meeting before the Manager's Report for quicker access for the public, should they attend.

Motion by Stewart, second by Serna to approve Managers Report. The motion passed unanimously.

c. Budget Proposals Update, timeline

Eudaley-Loebach noted that budget documents had been submitted to the City Manager and recommendations would not be made public until after February 6<sup>th</sup>. She encouraged board members to watch for this information and attend the budget hearing on February 16<sup>th</sup>.

**Other Business**

a. ADA Snow Removal Update

Eudaley-Loebach provided an update on the progress of planning for snow removal at bus stops for the coming winter. A WebQA service request has been added so the public and staff can submit bus stops that need to be cleared. The updated Inclement Weather Policy reflects that the Jule Service worker will clear snow at the three transfers within 24 hours of a weather event and any requests submitted through WebQA will be cleared within 48 hours of the request being submitted. Public Works, Parking and Leisure Services snow crews will assist with snow removal at bus stops throughout the community where they are responsible for adjacent snow clearing. A snow removal map was created and distributed which indicates which city department or private property owner is responsible for clearing each Jule bus stop.

b. Marshall Islands Health Project – Transit Special Projects Funding Update

Eudaley-Loebach presented that the grant was funded and leverages \$4,000 in state funding to purchase bus passes for clients enrolled in the MIHP program. Jule and MIHP staff have met to develop a process, promotional materials and tracking for the use of passes as well as additional educational opportunities for MIHP staff and other community partners associated with the program.

**Transit Budget Presentation**

TAB members are invited and encouraged to attend the Transit Budget Presentation – Historic Federal Building – February 16, 2017. Dinner provided for Board & Commission Members at 5:30pm in Room 250. Presentations begin at 6pm. Transit is second on the agenda.

**February meeting**

The February meeting will be held on February 9<sup>th</sup> at 4:15 p.m. at the Intermodal Facility, 950 Elm Street.

**Board Member comments**

No comments.

**Adjournment**

Motion by Serna, second by Stewart to adjourn the Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:36 p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this 9<sup>th</sup> Day of March, 2017.



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Matt Esser  
Dubuque Transit Advisory Board