

Minutes
The Dubuque Transit Advisory Board Meeting
Consolidated Funding Public Hearing
Thursday November 11, 2016
4:15 p.m. to 5:28p.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 Jodi Johnson
The Jule Transit Director *Jule Operations Supervisor*
- Maurice Jones Sherry Driscoll
City of Dubuque *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 Board Chairman, Matt Esser at 4:17 pm.

Review/approve the agenda for the Thursday November 11, 2016 Transit Advisory Board meeting

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

Review/approve the minutes from the Thursday October 6, 2016 Transit Advisory Board meeting

Motion by Lohrmann, second by Serna to approve the minutes from the Thursday October 6, 2016 Transit Advisory Board meeting. The motion passed unanimously.

Managers' Report

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

Eudaley-Loebach reviewed the ridership statistics with the board noting that ridership continues to be down slightly due to the policy change for youth riders being required to pay a fare or purchase the annual youth pass. Fewer students are boarding and riding only a few blocks. Monthly pass, college and youth riders are also now using transfers which will better reflect new trip ridership vs transfers. The statistics are more accurately reflecting true rides provided.

- b. General Public Comments and Service Request

Eudaley-Loebach reported that there were comments from the public about additional evening weekday service to west-end shopping destinations for work.

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

- c. Follow-up to route discussion from October meeting

Eudaley-Loebach presented a draft budget memo based on the Board's comments at the previous meeting. Costs were applied to each of the service types and levels that the Board discussed as possible pilots in addition to the base plan of reduced Saturday service to help fund weekday evening service. Discussion followed. Consensus was supportive of the document as it stands.

Other Business

- a. ADA Snow Removal Process – Review and approve updated inclement weather policy

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.

Motion by Serna moved, Lohrmann seconded.

- b. Letter of Support – Marshall Islands Health Project – Request for Transit Special Projects Funding

Eudaley-Loebach presented that she was approached by staff of the Marshall Islands Health Project for assistance with providing consistent transportation for their clients to healthcare services. The project has \$1,000 to use as 80% match for the first year of the program which can leverage \$4,000 in state funding to

purchase bus passes for their clients. Jule staff have drafted the grant application and will receive 5,000 in revenue over the course of the program. Jule staff will not provide intake or other services. All client intake and pass distribution will be completed by staff from the Marshall Islands Health Project. The grant requires that year two match be increased to 50% and year three the project must be self-sustaining. Board members asked if other groups could partner with the Jule to create a similar program and they could, but they would also need to provide the local match portion and have a plan for sustaining the program after the grant period.

Motion by Lohrmann, second Serna

December meeting

The December meeting will be held on Thursday December 8, 2016 at 4:15 p.m. at the Intermodal Facility, 950 Elm Street if more agenda items are added. Staff will contact TAB Chair to determine whether to cancel or hold the meeting.

Board Member comments

No comments.

Adjournment

Motion by Serna, second by Lohrmann to adjourn the Thursday November 10, 2016 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:28 p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this 12th Day of January, 2017.

Matt Esser
Dubuque Transit Advisory Board