

**Draft Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday, June 20, 2019**  
**4:30 pm-5:30 pm**  
**Intermodal Transportation Center Conference Room**

**Transit Advisory Board Members:**

- Robert Daughters, Vice Chair       Matt Esser, Chair       George Enderson  
 Carrie Lohrmann       Dora Serna

**Others Present**

- Renee Tyler  
*Director of Transportation Services*
- Jason Duba  
*Housing Financial Specialist*
- Russ Stecklein  
*Assistant Operations Supervisor*

**Public Present** None

**1. Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by Esser, Board Chair at 4:30 pm.

**2. Review/approve the agenda for the Thursday, June 20, 2019 Transit Advisory Board meeting**

Motion by Serna, second by Daughters to approve agenda. The motion passed unanimously.

**3. Review/approve the minutes from the Thursday, May 9, 2019 Transit Advisory Board meeting**

Motion by Daughters, second by Lohrmann to approve the minutes from the May Transit Advisory Board meeting with a slight revision striking language about a future review of bus stop guidelines. The motion passed unanimously.

**4. Review proposed 2019 service schedule**

Russ reviewed proposed changes to Jule routes.

- One stop would be eliminated: Access Rd at Brunskill Rd. In its place, a stop would be added on Center Grove Dr near Olive Garden.
- Four stops would be eliminated on Rhomberg on the southbound direction of the Pink Line, which now will come down Kerper Blvd. Those four stops already have northbound stops directly across the street.
- The Green Line will now come down to 4<sup>th</sup> St, rather than the Orange Line.
- The Blue Line will not come down Grandview except for evenings and Saturdays. Grandview will now be covered by the Orange Line.

- The Orange Line will no longer go out Cedar Cross Rd to Lake Ridge Dr. The Purple Line will cover that.
- The Purple Line will travel from Lowe's along Crescent Ridge to service stops on Lake Ridge Dr. It will make up time by no longer stopping at ShopKo, which is closing.
- The Brown Line will have two new different runs:
  - An early morning 6:00 AM run out to the Industrial Center all the way to Innovation Dr. This is receiving special funding from City Council after a request from Sedona Staffing, who is now promoting it among Industrial Center businesses. If ridership is adequate, sustainable funding will be sought to cover this operation beyond FY19.
  - An afternoon run at 2:30 PM to pick up at Roosevelt Middle School and go to Innovation Dr.
- Russ drove each of these new routes in a bus a couple times to test the timing.
- Russ said the drivers are positive about the changes.
  - Driver picks for the new routes will be done in mid-July.
- TripSpark is working on making the changes in their system for the drivers' onboard computers.
- Public notification will include a media blitz and distribution of new route maps.
- The goal is to begin the new routes by August 1. The new Brown Line early morning Industrial Center run will begin July 1.

**5. Review results of annual Federal Transit Administration inspection**

Tyler review the findings from the visit of FTA representative Logan Daniels on April 25. They included:

- The need to place comment boxes on all the buses and at the Intermodal Center.
- Additional ADA signage on the buses, to be places by the rules of conduct.
- The Parking Division has to pay for office space in FTA funded buildings, i.e. the Intermodal Center and the Jule Operations and Training Center.
- The training room in the JOTC was partially funded by the FTA and is intended for Transit use. Any non-Transit users must pay a fee for the use, though it may be a nominal fee.

Tyler stated that a new Operations Supervisor has been hired.

**6. Adjournment**

Serna motioned to adjourn, second by Daughters. The meeting adjourned at 5:15 p.m. The next meeting will be in September.

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Respectfully submitted,

These minutes passed, approved and adopted on this 24th day of October 2019.




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Matt Esser, Chair  
Dubuque Transit Advisory Board