

**Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday, November 13, 2014**  
**4:15 p.m. to 6:00 p.m.**

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

**Transit Advisory Board Members:**

<input checked="" type="checkbox"/> Don Stedman	<input checked="" type="checkbox"/> Matt Esser	<input type="checkbox"/> George Enderson
<input checked="" type="checkbox"/> Rhonda Knight	<input type="checkbox"/> R.R.S. Stewart	

**Others Present**

<input checked="" type="checkbox"/> Candace Eudaley <i>The Jule Transit Director</i>	<input 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**

Dan Fox, ECIA, Amy Eudaley,

## **Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by Board member, Don Stedman at 4:17 p.m.

## **Review/approve the agenda for the Thursday, November 11, 2014 Dubuque Transit Advisory Board meeting**

Kuhle requested that the review and approve the October 9, 2014 minutes be tabled and placed on the December agenda.

Motion by Esser, second by Stedman to approve the revised agenda for the Thursday, November 11, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

## **Manager's Report**

### **Review and recommend approval of the statistical data**

C. Eudaley reviewed the Jule Transit Statistical Route data for the year-to-date period of July-October 2014. She indicated that total ridership was up approximately 25,000 rides from last year. She reported that the majority of the increase in ridership is from the fixed route system.

Stedman asked if all of the rides were paid rides. C. Eudaley indicated that she would bring paid/unpaid ride information to the December meeting.

C. Eudaley proceeded with reviewing the Ridership by Route from January 2014 until October 31, 2014. She noted that DuRide provides approximately 1,000 rides per month. She pointed out that the Express continues to be the most used route of the system.

C. Eudaley continued with reviewing the Nightrider data noting that most of the night time riders are from the Loras College students whereas the day time college ridership is mostly University of Dubuque students

Discussion followed.

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

## **Updates**

### **Roof/Sprinkler Project**

Construction on the roof and sprinkler system should be completely in the next few weeks.

### **Intermodal Facility**

Construction is under the way with a completion date of summer of 2015.

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

C. Eudaley stated that construction for the Bus Storage and Maintenance Facility is scheduled to begin in the spring of 2017 with a completion date of the spring of 2018.

## **Summer Trolley Ridership Analysis and Discussion**

C. Eudaley stated that she had some concerns regarding the Trolley service, usage and cost. She explained that the Trolley Service begins on Memorial Day and runs seven days a week, from 10a.m. to 6 p.m. until Labor Day. After Labor Day the service runs only on Friday, Saturday and Sunday from 10a.m. to 6 p.m. until October 31. She pointed out that the period from Memorial Day to Labor Day provides less than 200 rides a week and the Labor Day to October 31 provides less than 100 rides per week, noting that Saturday is the busy day of the week. C. Eudaley stated that staff will be meeting with the Visitor Bureau to discuss tourist trends and possible cost saving options for continuing the service.

Eudaley noted that the total number of rides for the current year was roughly 3,600 rides and the cost to operate the service is approximately \$48,000.00.

## **Business Shuttle Ridership Analysis and Discussion**

C. Eudaley stated that she also has concerns about the ridership on the Business Shuttle. She referred to the Business Shuttle statistical data noting that the majority of the rides are at the 6:45 am. Currently, the route is supported with two buses; however as a possible cost saving measure staff could easily eliminate the one of the buses and still provide the current service. C. Eudaley explained that staff will do a trial of using only one bus prior to making any permanent changes.

## **Review Passenger Transportation Plan (PTP) projects**

Dan Fox, ECIA Planner, presented the Passenger Transportation Plan (PTP) for review and comments. Fox stated the IA DOT requires Transit agencies to put together a Plan which identifies the service needs for transit provider in the region and a list of projects which addresses the needs listed. Fox stated the PTP is required to be updated every five years, therefore he requested that Board members review the project list and provide comments to Eudaley or himself. He noted the draft PTP is due to the IA DOT by February 1, 2015 with the final document due May 1, 2015. Eudaley requested that comments be sent to her prior to the December TAB meeting.

C. Eudaley explained the when applying for grants for a transit project, the IA DOT requires that project to be listed in the PTP to receive funding.

## **Consolidated Funding application and Public Hearing Plan**

C. Eudaley explained that each year the Jule is required to hold a Public Hearing to request funding for all of the grants the Jule is expected to apply for in the upcoming year. She noted that in early December the IA DOT will announce the amount of funding in which the Jule can apply for, therefore the date of Thursday, February 12, 2015 is set as the tentative date for the Public Hearing. The date to announce the Public Hearing is set for January 5, 2015.

## **Other Business**

### **December meeting**

The December meeting will be held on Thursday, December 11, 2014 at 4:15 p. m. in Room 223 of the Federal Building.

## **Board Member comments**

Stedman asked what the new mini bus rates will be on July 1, 2015. C. Eudaley stated that the elderly rate will stay at \$3.00 per ride and the disable will increase to \$3.00 per ride.

Stedman asked about whether new mini bus riders receive information regarding the 24 hours timeframe for calling for rides. C. Eudaley explained that when a person is approved for the mini bus they receive a brochure which details information regarding call in timeframes.

Stedman noted that several of the drivers are having difficulties of reading the rangers at certain times of the day due to the reflection of the sun; therefore he suggested that maybe someone could design a visor for the rangers. C. Eudaley said that she would talk to the drivers about the issue.

### **Public Comments**

A. Eudaley mentioned that when it's raining, several fixed bus leak water behind the driver. C. Eudaley indicated that she would talk to the drivers regarding the issue.

A. Eudaley suggested that a sign be placed on the Trolley which states the ride is free.

A. Eudaley suggested that staff do another Voice of the Tri-State.

### **Adjournment**

Motion by Esser, second by Stedman to adjourn the Thursday, November 13, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:10 p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this 11<sup>th</sup> day of December, 2014.

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Chairperson Don Stedman  
Dubuque Transit Advisory Board