

**Draft Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Tuesday November 14, 2017**  
**4:18 p.m. to 6:15p.m.**

**Carnegie-Stout Public Library**  
**Board Room**

**Transit Advisory Board Members:**

<input checked="" type="checkbox"/> Matt Esser	<input type="checkbox"/> George Enderson
<input checked="" type="checkbox"/> Carrie Lohrmann	<input checked="" type="checkbox"/> Dora Serna

**Others Present**

<input checked="" type="checkbox"/> Candace Eudaley-Loebach <i>The Jule Transit Director</i>	<input type="checkbox"/> Jodi Johnson <i>Jule Operations Supervisor</i>
<input type="checkbox"/> Maurice Jones <i>City of Dubuque</i>	<input checked="" type="checkbox"/> Rachel Kilburg <i>The Jule Transit Intern</i>

**Public Present**

**Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by Matt Esser, Board Chair at 4:34 pm.

**Review/approve the agenda for the Tuesday, November 14 2017 Transit Advisory Board meeting**

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

**Review/approve the minutes from the Thursday October 12, 2017 Transit Advisory Board meeting**

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

**General Public Comments and Service Requests**

The Board reviewed passenger requests submitted via WebQA regarding Sunday service and evening service to Luther Manor. Lohrmann suggested compiling an annual report of all submitted requests. Eudaley-Loebach noted that all requests are tracked in WebQA and stored indefinitely with the ability to run reports for any period.

**Managers' Report**

a. **Ridership Summary and Evening Service Ridership Review**

Eudaley-Loebach reviewed ridership statistics and reported the slight decrease in ridership is reflective of a larger national trend of decreased public transit ridership. However, continuing upgrades to the software to address gaps in data will result in more accurate, and likely higher ridership totals.

b. **Jule Operations and Training Center Update**

Eudaley-Loebach reported ordering and receiving furniture is the final step in the project and the move-in date is anticipated for mid-December. A ribbon-cutting is tentatively planned for the Spring of 2018. Contract discussions and negotiations are underway with NICC and the DMV for training and testing space.

**Youth Pass Price Review**

Board members reviewed up-to-date youth ridership numbers and youth pass revenue. Board decided to delay consideration of a price increase and instead implement a longer-term analysis of yearly youth ridership, the financial impact of youth pass and fare options, and research on practices by other Iowan transit systems to better determine an appropriate time for a price increase.

**Public Hearing: Midtown/Allison-Henderson Transfer Hearing**

Engineering Department staff members Dienst and Kieffer presented on project proposal to relocate the existing Delhi Transfer to the north leg of the N. Grandview & University intersection. The relocation will serve as a temporary solution to the upcoming roundabout construction at the N. Grandview & University intersection intended to improve traffic flow and control of high capacity intersections. The transfer location will be located on N. Grandview at Allison-Henderson Park and will feature a 10 ft. bus lane with divided pavement parkings for 3 buses, and an 8 ft. sidewalk. Improved passenger amenities will include a bus shelter, accessible seating, waste containers, and lighting. The playability of the park will not be impacted and research is underway to lower grade below 8% in accordance with ADA standards for the existing sidewalk. The project proposal seeks to include The Jule in the East-West Corridor Study to determine a more permanent location for the midtown transfer and eventually converting the new bus lane into off-street parking for park visitors. Construction of the

project is scheduled to begin the last day of the 2017 – 2018 school year and construction of the bus transfer will take first priority. TAB members will receive additional information on the E-W Corridor Project at a future meeting and are encouraged to attend the upcoming public hearing on the City roundabout projects held on November 30.

**Review and Set Goals for FY19-FY24 Budgets**

Board discussed adding a goal of developing working relationships with City departments and contracted groups and requiring each to participate in a training on multi-modal transportation. The Board tabled further discussion and finalization of goals and priorities until the December meeting.

**December Meeting**

The December meeting will be held December 14, 2017 at 4:30pm at the Intermodal Transportation Center.

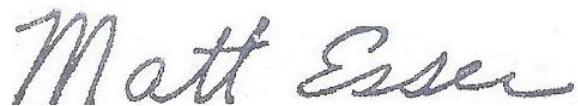
**Adjournment**

The meeting adjourned at 6:15 p.m.

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Respectfully submitted,

These minutes passed, approved and adopted on this 14<sup>th</sup> Day of December, 2017.



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Matt Esser  
Dubuque Transit Advisory Board