

Minutes
The Dubuque Transit Advisory Board Meeting
Thursday, December 11, 2014
4:15 p.m. to 6:00 p.m.

Federal Building
Second Floor, Room 223

Transit Advisory Board Members:

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|---|--|--|
| <input checked="" type="checkbox"/> Don Stedman | <input checked="" type="checkbox"/> Matt Esser | <input type="checkbox"/> George Enderson |
| <input checked="" type="checkbox"/> Rhonda Knight | <input checked="" type="checkbox"/> R.R.S. Stewart (joined at 4:15 p.m.) | |

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 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

No present

Call to Order

The Dubuque Transit Advisory Board meeting was called to order by Board Chair, Don Stedman at 4:20 p.m.

Review/approve the agenda for the Thursday, December 11, 2014 Dubuque Transit Advisory Board meeting

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

Review/approve the minutes for the Thursday October 9, 2014 and the Thursday, November 13, 2014 Dubuque Transit Advisory Board meeting

Motion by Stedman, second by Esser to approve the minutes for the Thursday October 9, 2014 and the Thursday, November 13, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously.

Manager's Report

Review and recommend approval of the statistical data

Eudaley-Loebach reviewed the Jule Transit Statistical Route data for the year-to-date period of July-November 2014. She indicated that total ridership continues to increase. She reported that the majority of the increase in ridership is from the fixed route system. Eudaley-Loebach noted that the Business Shuttle's ridership continues to decrease with November only providing 1,400 rides. She pointed out that the majority of the ridership came from the IBM riders who are now parking in the new parking ramp rather than down by the Diamond Joe.

She continued with reviewing the Fare Increase Projected Results to Date and the Ridership by Payment Type reports highlighting the following information:

- The fare increase totals are slightly higher than what was projected with the majority of the increase coming from the fixed route system.
- Under Ridership by Payment Type, Eudaley-Loebach pointed out that monthly pass sales have increased from 649 passed sold in FY 2014 to 3810 sold so far in FY 2015.

Eudaley-Loebach proceeded with reviewing the Ridership by Route from January 2014 until November 30, 2014. She pointed out that the Express continues to be the most used route of the system with the ridership for the Green 2 (Port Schmitt) and the Orange 2 (Fremont) continuing to drop off.

Eudaley-Loebach continued with reviewing the Nightrider data noting that nighttime ridership from Clark College is beginning to pick up.

Discussion followed.

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

Updates

Roof/Sprinkler Project

Eudaley-Loebach reported that the construction of the roof and sprinkler system has been completed and the final inspections will be concluded on December 12, 2014,

Discussion regarding budget impacts and plans for FY 2016

Eudaley-Loebach stated that staff has meet with the Convention and Visitors Bureau to discuss the low ridership on the Trolley Service. She stated that after discussions and reviewing the Trolley ridership stats, staff will be making a recommendation to the City Council that daily Summer Trolley service be eliminate and provide only Saturday service. She noted the change would save approximately \$36,000.

Another recommendation that staff will be making is to merge routes with less than 5,000 rides. The proposed merged routes would include the Key West, Port Schmitt and the Orange/Fremont route. She explained that service to those areas would not be eliminated, just provided by a different route. She noted that there would be other proposed changes to the Pink, Gray and White routes.

Eudaley-Loebach noted that do to the changes there would need to be a public hearing sometime in the spring.

Discuss Passenger Transportation Plan (PTP) projects

Eudaley-Loebach presented the Passenger Transportation Plan (PTP) for review. She asked the Board to review the Current Service Needs and Projects for the City of Dubuque and East Dubuque 2013 and provide comments.

The Board recommended that the following projects should be removed:

1. Expand mid-day service-RTA is providing ongoing service for ARC.
5. Urban Mobility Coordinator-funding has been eliminated.
7. Improve Security on the bus. Cameras have been installed.
8. Improve fleet dispatch efficiency-GPS and MDT have been installed.
9. Update bus stops on the bus route maps-Maps and bus stop signs have been replaced.
11. Fueling Station Replacement-not installing fueling station, buses are fueled at the public works.
13. VMT Project Service Expansion-Routes have been implemented.
15. Upgrade sprinkler system-completed 12/14.
20. Equalize AM and PM Pullouts
21. Greater geographic coverage of routes-routes have been expanded to the Key West and West End.
22. Repair and replace existing roof-project completed 12/14.
28. Job Access reverse Commute (JARC)-funding has been eliminated.
32. Bus Replacement-Fleet has been replaced.
33. Bus Replacement-Fleet has been replaced.

Eudaley-Loebach stated that staff has been looking at smaller buses such as the Ford "transit connect" buses for future purchases. The smaller buses would be used to service routes with low ridership,

Current Service Needs and Projects suggested to be place on the PTP were as follows:

- East Dubuque Service
- Paratransit scheduling electronically software

Eudaley indicated that she would send the changes to Dan Fox, ECIA Transportation Planner, who would make the recommended changes and submit the draft PTP to the IA DOT for comment.

Kuhle stated that after the IA DOT provides their comments, the final draft will be presented to the Board to review for approval.

Consolidated Funding application and Public Hearing Plan-Set for 2/12/15

Eudaley-Loebach explained that the IA DOT has not provided the funding levels for the Jule; therefore the date may need to be changed.

Motion by Stewart, second by Stedman to set the Consolidated Funding Application Public Hearing for February 12, 2015, with the provision that Jule has received the funding levels prior to January 5, 2015. The motion passed unanimously.

Other Business

January meeting

The January 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 if the RTA and the Jule were running their service on December 26 and December 27, 2014. Kuhle noted that both services will be running on those days.

Stedman asked when the new full-time mini bus drivers will start. Eudaley-Loebach reported that the new full-time drivers will start on January 5, 2015.

Knight asked about the Intercity Bus Grant. Eudaley reported that the Jule received \$7,500.00 from the IA DOT to promote the Intermodal Facility and Trailways.

Public Comments

No comments.

Adjournment

Motion by Stedman, second by Esser to adjourn the Thursday, December 11, 2014 Dubuque Transit Advisory Board meeting. The motion passed unanimously. The meeting adjourned at 5:08 p.m.

Respectfully submitted,

These minutes passed, approved and adopted on this _____ day of _____, 2015.

Chairperson Don Stedman
Dubuque Transit Advisory Board