

**Draft Minutes**  
**The Dubuque Transit Advisory Board Meeting**  
**Thursday, March 12, 2020**  
**4:30 pm-5:30 pm**  
**Intermodal Transportation Center Conference Room**

**Transit Advisory Board Members:**

- Robert Daughters, Chair                       Matt Esser                       George Enderson, Vice Chair
- LuAnna Gerdemann

**Others Present**

- Renee Tyler  
*Director of Transportation Services*
- Justin Harris-Davis  
*Operations Supervisor*
- Russ Stecklein  
*Assistant Operations Supervisor*
- Jacob Ironside  
*Transportation Analyst*

**Public Present** None

**1. Call to Order**

The Dubuque Transit Advisory Board meeting was called to order by Daughters, Board Chair at 4:28 pm.

**2. Review/approve the agenda for the Thursday, March 12, 2020 Transit Advisory Board meeting**

COVID Contingency Plan and Bike to Work Week were added as agenda items. Motion by Enderon, second by Gerdemann to approve amended agenda. The motion passed unanimously.

**3. Review/approve the minutes from the Thursday, November 14, 2019 Transit Advisory Board meeting**

Motion by Enderson, second by Gerdemann to approve the minutes from the November Transit Advisory Board meeting. The motion passed unanimously.

**4. General Public Comments & Service Requests**

A question was asked about how members of the public can request a new bus stop for fixed route service. Tyler mentioned the options available to the public and what is needed to approve a new bus stop.

**5. Ridership Report**

Tyler reported the ridership statistics for November 2019 through February 2020.

**6. Contingency Plans for COVID-19**

Enderson inquired about the Jule's plans for the COVID-19 pandemic. Tyler responded that if the situation arose, fixed route service could be suspended, and full-time operators would work on paratransit. Part-time operators

would be offered backup hours. Tyler added that the Jule will monitor ridership and see about reducing service if needed.

**7. Bike to Work Week**

Daughters mentioned Bike to Work Week was coming up again in May and asked if the Jule would continue to offer free rides to bikers during that week as has been done in the past. Tyler stated they would plan to continue this event. Gerdemann offered to reach out to the Telegraph Herald about having an item regarding Bike to Work Week in the newspaper.

**8. Next Meeting**

The next meeting will be held Thursday, May 14, 2020 at 4:30pm at the Intermodal Conference Room.

**10. Adjournment**

Motion by Gerdemann to adjourn, second by Enderson. The meeting adjourned at 5:07 p.m.

---

Respectfully submitted,

These minutes passed, approved and adopted on this \_\_\_ day of May 2020.

---

Robert Daughters, Chair  
Dubuque Transit Advisory Board