



# **MINUTES OF THE TRANSIT COMMISSION**

**WEDNESDAY, JUNE 19, 2019, 8:15 AM**

**TRANSIT**

**901 University Ave**

## **A. ROLL CALL.**

I. Roger Kolb, Chair; John Withbroe, Vice Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Ron Antonneau, Emily Ysebaert and Rashad Cobb

Present: Roger Kolb, Chair; John Withbroe, Vice Chair; Kevin Kuehn, Secretary; Ron Antonneau, Emily Ysebaert and Rashad Cobb

Excused: Alderman Randy Scannell

Roger Kolb, Chair called the meeting to order at 8:17 a.m.

## **B. APPROVAL OF THE AGENDA.**

I. Approval of June 19, 2019 Transit Commission Agenda

Moved by Commissioner Ron Antonneau, seconded by Commissioner Kevin Kuehn to approve the June 19, 2019 agenda. Motion carried.

Yes- Emily Ysebaert, John Withbroe, Roger Kolb, Ron Antonneau, Kevin Kuehn, No- None, Abstain- None

## **C. APPROVAL OF MINUTES.**

I. Approval of May 15, 2019 Transit Commission Minutes

Moved by Commissioner Ron Antonneau, seconded by Commissioner Kevin Kuehn to approve the minutes from the May 15, 2019 meeting. Motion carried.

Yes- Emily Ysebaert, John Withbroe, Roger Kolb, Ron Antonneau, Kevin Kuehn, No- None, Abstain- None

**D. REGULAR BUSINESS.**

I. Discussion/Action: 2019 Green Bay Packers Partnership

Director Kiewiz stated she has worked with the Green Bay Packers to offer a more efficient and cost effective service. Over the last four (4) years Metro has provided the G-Line service. The G-Line service is comparable to the College Express that we had; it wasn't heavily utilized. It only ran so many hours out of the day and just for a couple of months. The priority of the city and the green Bay Packers is to have a strong connection from Downtown to the Titledown District. If you look at our current Routes 8 and 9 they do service that area every half hour. These 2 routes run opposite of each other. It operates 16 hours. The Packers will partner to cover the cost of the fares for Routes 8 and 9. This cost is about \$21,000.00. The city would like this to be year around. Director Kiewiz will meet with the Packers to discuss ongoing partnering before year end. This service will provide more consistent service to the community.

The Game Day Routes will remain status quo.

Moved by Commissioner Ron Antonneau, seconded by Commissioner Emily Ysebaert to approve. Motion carried.

Yes- Emily Ysebaert, John Withbroe, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, No- None, Abstain- None

**E. INFORMATIONAL.**

## I. Presentation: Green Bay Metro's Quarterly Route Data and Analysis Report, May 2019

L. Conard stated route reviews are conducted on a quarterly basis to assess the performance of the system and each fixed route. Route reviews are done every quarter to illustrate how the routes perform on a seasonal basis (during cold and warm weather, when school is in session and is not in session, etc.).

L. Conard noted that it is approaching the one-year mark since Metro introduced the fifth hub, the East Side Transfer Point, to the system. With this, a number of route changes, particularly in the southeastern portion of the service area, were realized. The changes were largely made to accommodate service requests from the Village of Bellevue.

L. Conard noted challenges with providing transit service in the southeast portion of the service area.

L. Conard continued that the three routes most affected by the new hub (#15, #16, and #18) are performing at or near the bottom in terms of route performance and will likely continue to do so based on land use.

L. Conard noted that route #6 Red continues as the best performing route.

There was discussion on putting another trash can at the East Side Transfer Point to aide on keeping our community clean.

## 2. Update on Green Bay Metro's Farebox Recovery

L. Conard provided an overview of the Fare Recovery staff report and noted that there may have been some confusion regarding fare recovery during the audit presentation last month. L. Conard distinguished between the types of partnership revenue: partnership revenue in lieu of fares paid at the farebox and partnership revenue that is used to offset the cost of service.

L. Conard noted that in 2018, Metro recovered 17.8% of all operating expenses with fares generated through passenger trips. This would include fixed route bus and paratransit services. A recovery rate of 17.8% is considered "very good" when compared to other systems in Wisconsin.

## 3. Section 85.21 Program Trust Capital Project Funding Awards

Director Kiewiz stated Brown County Planning oversees the state Section 85.21 program. Additional dollars were available from the trust fund account. Metro applied for dollars to use towards bus shelters. It is still going through the final approval stages. Green Bay Metro has been tentatively awarded \$35,000.00 to purchase approximately 5 new bus shelters.

#### 4. Operational Report

Director Kiewiz stated in your packet is the operational report. Director Kiewiz gave a brief overview of May ridership report for Fixed Route and Paratransit. Director Kiewiz stated she could answer any questions.

#### 5. Financial Report

Director Kiewiz stated in your packet you will find the operating expense report for January through April. She gave a brief overview of the revenue and expense report. Director Kiewiz stated if there would be questions, she would be happy to address them.

#### 6. Director's Report

Director Kiewiz stated one of our Operation Supervisors Bret recruited out back into the school district transportation. She is working on interviews for next week.

Metro has been notified of the State Management Audit taking place October 8, 2019 and the Triennial Review will be taking place September 10 and 11, 2019.

The next item will be coming to the Commission in July for approval. Director Kiewiz has been in communication with Amtrak. They will be providing a route from Green Bay to Milwaukee. Their request is to stop at Metro twice per day. Metro staff will not be selling tickets or providing any additional service. Amtrak is hoping to kick this off in July. Metro needs to go through some incidental use approvals through the FTA. Director Kiewiz does not feel this will be an issue. Amtrak has asked us for an MOU till the legal documents are drafted.

Director Kiewiz shared a thank you from a passenger Joe and his family. Joe graduated this year from Green Bay West School. He has a passion for transit and knows the routes better than most.

#### 7. Next Meeting: Wednesday, July 17, 2019

### **F. ADJOURNMENT.**

Moved by Commissioner Ron Antonneau, seconded by Commissioner John Withbroe to adjourn at 9:00 a.m. Motion carried.

Yes- Emily Ysebaert, John Withbroe, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, No- None, Abstain- None