



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, JULY 17, 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

Absent: Rashad Cobb

Chair Roger Kolb called the meeting to order at 8:16 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of July 17, 2019 Transit Commission Agenda

Moved by Commissioner Kevin Kuehn, seconded by Commissioner Ron Antonneau to approve the July 17, 2109 agenda. Motion carried.

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

C. APPROVAL OF MINUTES.

I. Approval of the June 19, 2019 Transit Commission Minutes

Moved by Commissioner Emily Ysebaert, seconded by Commissioner Ron Antonneau to approve the minutes from June 19, 2019 meeting. Motion carried.

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

D. REGULAR BUSINESS.

E. INFORMATIONAL.

1. Accounts Receivable Update - Shopko

Director Kiewiz stated she would like to update the Commission on how Shopko closing effected transit. Shopko was one of our providers that sold bus passes; at all of their store locations. The minute the announcement came out of the first Shopko store closing. Staff went and collected the inventory of all bus passes from all Shopko locations. Shopko would sell the bus passes and Metro would bill them on a monthly basis. Transit is sitting with approximately \$12,000 of unpaid invoices. This would be for the months of November, December and part of January sales. City Legal Department is currently working on trying to collect for these unpaid invoices.

2. Amtrak Update

Director Kiewiz stated the partnership with Amtrak has been going well and the service is being heavily used. Metro is still working on the legal agreement with Amtrak; once the agreement has been finalized it will come to the Commission for final approval.

3. Marketing Report

Director Kiewiz stated in your packet you will find the 2019 January through June bus advertising comparison report. Advertising revenue is slightly down due to timing of the invoicing. Staff has been busy with keeping ads on the buses.

4. Operational Reports

Director Kiewiz gave a brief overview of June ridership reports for Fixed Route and Paratransit, and mobility and bike comparisons for the Fixed Route System. Ridership was up 3.1%. The month of May was the first month to hit over 1,000 mobility devices, in a month. These numbers are tracked for logistical purposes. Time points may have to be adjusted to ensure connections are being made. The new AVL Double Map technology that is recording our system maybe capturing a little bit more than what we did in the past. Director Kiewiz stated she would be happy to answer any questions the Commission might have.

5. Financial Report

Director Kiewiz stated in your packets you will find the operating expense report for January through May. She gave a brief overview of the revenue and expense reports. We are under budget. Director Kiewiz stated that we had a couple of our key performance indicators pulling the incorrect numbers from the previous month. Staff has revised the formulas.

Commissioner Kevin Kuehn inquired on the wages and salaries line item.

Director Kiewiz stated the city pay plan was implemented last year. We had administration wages that had increased substantially in addition to increases based on labor agreements. The department had several vacancies for a period of time which are now filled.

6. Director's Report

Director Kiewiz stated she had provided the 2109 WI State Budget for Mass Transit Operating Assistance. The documents indicates what the governor proposed versus what had been voted on and then actually adopted and signed into law. It has passed to provide a 2% increase in mass transit operating assistance to transit. Metro was hoping the increases that came through would help offset the cost of adding an additional hour of service for 2020. At this time, she did not feel this would be enough funding to cover this additional hour of service.

Staff has started prepping for the first draft of Metro's budget which is due in early August.

Commissioner Ron Antonneau asked if Metro's budget was cut last year from the local city portion.

Director Kiewiz stated over the last 2 years the city did reduce their portion.

Director Kiewiz has had communications with the Mayor and he is well aware of the cuts that transit had to go through the last 2 years. Mayor Genrich has been very supportive of transits initiatives.

Packers press conference to announce Route 8 Green and Route 9 Gold, fare free and year around services is July 18, 2019 at 11:30 a.m. at Lambeau Field. The Commission is welcome to join us. Implementation of service is scheduled for Thursday, July 25, 2019.

Metro has hired a new Maintenance Manager and has promoted an internal candidate to Operations Supervisor. Both will be in attendance at a future meeting.

The Federal Transit Triennial Review is set for September and the WisDOT State Management Review is set for October.

Emily Ysebaert inquired if the garbage issue has been resolved at the East Side transfer point.

Director Kiewiz stated that it has been resolved. Metro has ordered the garbage can. Once it is delivered Metro staff will place it at the East Side location. It has been added to the list for dumping.

7. Next Meeting: Wednesday, August 21, 2019

The next meeting of the Transit Commission is scheduled for Wednesday, August 21, 2019 at 8:15 a.m.

F. ADJOURNMENT.

Moved by Commissioner Emily Ysebaert, seconded by Commissioner Ron Antonneau to adjourn at 8:45 a.m. Motion carried.

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

