



MINUTES OF THE TRANSIT COMMISSION

**WEDNESDAY, DECEMBER 18, 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, Rashad Cobb, Emily Ysebaert and Ron Antonneau

Present: Roger Kolb, Chair; Kevin Kuehn Secretary; Alderman Randy Scannell, Emily Ysebaert and Ron Antonneau

Excused: Rashad Cobb

Absent: John Withbroe, Vice Chair

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

B. APPROVAL OF THE AGENDA.

I. Approval of December 18, 2019 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Ron Antonneau to approve the December 18, 2019 agenda. Motion carried.

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

C. APPROVAL OF MINUTES.

I. Approval of November 20, 2019 Transit Commission Minutes

Moved by Commissioner Ron Antonneau, seconded by Ald. Randy Scannell to approve the minutes from November 20, 2019 meeting. Motion carried.

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

D. REGULAR BUSINESS.

I. Discussion/Action: January 1, 2020 Proposed Fare Increase for Fixed Route and ADA Paratransit Fares

Director Kiewiz stated Green Bay Metro staff proposed the attached fare increase for 2020 due to budget constraints. With levy limits imposed on local governments and little to no increase for ten years from state and federal governments, Metro continues to face budget challenges.

The public review period for the proposed January 1, 2020 fare increase was open from November 4 through December 3, 2019.

Green Bay Metro held three public comment and informational meetings on:

Tuesday, November 5, 2019 at 8:15 a.m.

Tuesday, November 12, 2019 at 4:15 p.m.

Tuesday, November 26, 2019 at 5:45 p.m.

A public information meeting was held on Wednesday, November 20, 2019 at 8:15 a.m.

Director Kiewiz stated in your packets you will find the comments that were received through the process.

Through all the meeting that were held, overall summary is the riders want more technology and that for the most part the fare increase was fair.

Moved by Commissioner Ron Antonneau, seconded by Ald. Randy Scannell to approve the resolution for the fare increase for the Fixed Route and ADA Paratransit fares. Implementation is scheduled for January 1, 2020. Motion carried.

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

2. Discussion/Action: Green Bay Metro's 2020 Budget

Director Kiewiz stated this is the final budget; which has a 1.6% increase in this budget over last years. Staff salaries alone were 2%; a considerable amount of adjustments in the budget, as much as possible. Additionally, an increase in paratransit with the new contract will take effect in March 2020.

Moved by Commissioner Kevin Kuehn, seconded by Commissioner Ron Antonneau to approve the 2020 Green Bay Metro Budget. Motion carried.

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

Abstain- None

3. Discussion/Action: Consultant Services for System Review

Director Kiewiz stated transportation is a constantly changing industry. To ensure Green Bay Metro meets the needs of the community, staff is seeking a consultant to assist in a system review. Green Bay Metro staff and Brown County Planning staff will work closely with the consultant to review and analyze all aspects associated with the following:

- Current Metro services
- Community needs
- Efficiency of current services
- Current service area
- Other service options

A committee consisting of community members, Metro staff, Brown County Planning and rider(s) will be created to participate throughout the process.

Ongoing updates will be provided to the Transit Commission.

Possible move to a Micro-Transit (Dial- A-Ride) type system piloting these two Routes 15/16.

Kevin Kuehn stated is ok with the cost, however, he would wants exact specifications.

Director Kiewiz provided an itemized list to the Commissioners.

Director Kiewiz stated her goal is to have cost stay consistent and maintain current fare structure and possibly increase ridership.

Alder. Randy Scannell asked how will this affect service agreements with local municipalities.

Director Kiewiz stated herself and Mayor Genrich will be in discussions with contributing partners. All funding partners will be involved on any system changes.

Moved by Commissioner Kevin Kuehn, seconded by Commissioner Emily Ysebaert to approve the SFR Consulting Group. Amount not to exceed \$25,000. Motion carried.

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

E. INFORMATIONAL.

I. Update FTA FY 2019 Triennial Review Final Report

Director Kiewiz stated we have received our final report from the FTA Triennial Review. Metro did receive one finding in DBE. That finding was pretty consistent throughout the state; 8 out of 10 transits received the same finding in DBE.

Staff did an outstanding job preparing and completing the review.

Moved by Ald. Randy Scannell, seconded by Commissioner Ron Antonneau to receive and place on file. Motion carried.

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

2. Operational Report

Director Kiewiz stated operational reports are included in the packets. Director Kiewiz gave a brief overview of the ridership reports for Fixed Route and Paratransit. Director Kiewiz stated she would welcome any questions.

3. Financial Report

Director Kiewiz stated in your packets you will find the operating expense report for January through October. She gave a brief overview of the revenue and expense reports. Currently, Metro is under budget and it is expected to close the year this way.

4. Director's Report

Director Kiewiz informed the Commissioners there is no safety/holiday gathering scheduled at this time due to the NFL game schedule.

Discussion was held regarding triennial review follow-up.

No other matters at this time.

5. Next Meeting: Wednesday, January 15, 2020

F. ADJOURNMENT.

Moved by Ald. Randy Scannell, seconded by Commissioner Ron Antonneau to adjourn at 9:01 a.m.
Motion carried.

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