



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, AUGUST 12, 2020, 8:15 AM

TRANSIT

901 University Ave

A. ROLL CALL.

I. Roger Kolb, Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Emily Ysebaert, Rashad Cobb, Ron Antonneau and Michael Conley-Kuhagen

Present: Roger Kolb, Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Emily Ysebaert, Rashad Cobb, Ron Antonneau and Michael Conley-Kuhagen

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

B. APPROVAL OF THE AGENDA.

I. Approval of August 12, 2020 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Kevin Kuehn to approve the August 12, 2020 agenda. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of July 15, 2020 Transit Commission Minutes

Moved by Commissioner Ron Antonneau, seconded by Ald. Randy Scannell to approve the minutes from July 15, 2020 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Presentation: GFI Farebox System

Director Kiewiz stated Metro utilizes a fare collection system from GFI. The system tracks all ridership, fare collection and bus stop data. Brown County Planning has access to the data to provide their reports. Due to the COVID Emergency Relief funds that Green Bay Metro has received staff has researched cashless fare collection options. The cost of the project will be funded 100% using the COVID Emergency Relief funds. Director Kiewiz stated at previous meeting Commission Ron Antonneau indicated that transaction fees for credit card usage to be charged back to the rider and not to Metro. The fare tariff would have to come back to the commission for approval.

Larry Chefalo from GFI presented to the Commission on how the upgrade to Green Bay Metro's current GFI system would work with "smart cards" in addition to adding a fast fare validator.

2. Discussion/Action: GFI Farebox System Upgrade

Moved by Ald. Randy Scannell, seconded by Commissioner Kevin Kuehn to approve the fare box collection upgrade with GFI in the amount not to exceed \$569,962.14. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None

3. Discussion/Action: Security Access Additions

Director Kiewiz stated in 2019 Metro installed a new security system for the entire building. Card access was not added to all interior doors due to limited grant dollars available. Green Bay Metro is required to use 1% of all federal grant awards for security enhancements. This allows Metro to remain on top of upgrades and/or any additions that may be needed. The 1% requirement would allow Metro to add card access to 12 additional doors. This would be utilizing the current software system.

Moved by Commissioner Kevin Kuehn, seconded by Commissioner Emily Ysebaert to approve the upgrade to Metro's security system to LaForce with an amount not to exceed \$29,453.00. Motion carried. Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None

4. Discussion/Action: Green Bay Metro Severe Weather Policy

Director Kiewiz stated annually the Green Bay Metro staff reviews the Green Bay Metro Severe Weather Policy. This policy update reflects those changes while ensuring compliance with the Federal Transit Administration and as part of Metro's overall safety program.

Changes include:

- * Modifications have been made to reflect current routes
- * Updated locations for possible shelter
- * Updated Revision History

Moved by Commissioner Ron Antonneau, seconded by Commission Rashad Cobb to approve the Green Bay Metro Severe Weather Policy. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None

E. INFORMATIONAL.

I. Service Update

Director Kiewiz updated the Commission on a few service updates.

Metro has increased the passenger capacity to 15.

Green Bay Public School District will start the school year off online. Ashwaubenon School District will have in person classes. Metro may have to use 2 buses for the Limited Service with the capacity level at 15 per bus.

The Packers have announced that the first couple of games will not have fans attending. Green Bay Metro will continue with the Game Day Routes with the capacity of 15 and masks are required.

Received a compliment by email on how appreciative it is of the additional cleaning being done on the buses.

Micro Transit update-first vehicle being wrapped. We will hit the social media and have a press conference once we are ready. It will be a big educational piece getting the community to understand and how this system will work. The rider will have to create an account after downloading the app and book trips. If a rider does not have a smartphone, they can call a number to create an account and book their trips. All regular Metro fares apply and all valid Green Bay Metro passes can be used to ride.

Day time Service:

Travel between zones 1 and 2. Travel anywhere within zone 2.

Monday-Friday: 5:45 am-7:45 pm and Saturday: 8:45 am-3:45 pm

Night time Service: Will start on Monday, August 24, 2020

Travel anywhere in zones 1, 2, and 3 during:

Monday-Friday: 7:45 pm-9:45pm

2. Operational Reports

Director Kiewiz provided a brief overview of the ridership report. Ridership from this past Monday and Tuesday was at 1,300. Ridership is down 70% from FY2019.

3. Financial Report

Director Kiewiz provided a brief overview of the operating expense report for June. Metro is well below budget. No issues or concerns at this time.

4. Director's Report

No other matters.

5. Next Meeting: Wednesday, September 16, 2020 at 8:15 a.m.

F. ADJOURNMENT.

Moved by Commissioner Kevin Kuehn, seconded by Commissioner Ron Antonneau to adjourn at 9:22 a.m. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, Kevin Kuehn, Rashad Cobb, Michael Conley-Kuhagen, No- None, Abstain- None