



MINUTES OF THE TRANSIT COMMISSION

**WEDNESDAY, SEPTEMBER 16, 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, Michael Conley-Kuhagen and Jessica Franco-Morales

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

Absent: Jessica Franco-Morales

Chair Roger Kolb called the meeting to order at 8:15 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of September 16, 2020 Transit Commission Agenda

Chair Roger Kolb stated item Discussion/Action: Free Fares for November 3, 2020 Election will be moved to after the approval of the minutes.

Moved by Commissioner Emily Ysebaert, seconded by Ald. Randy Scannell to approve the September 16, 2020 agenda. Motion carried.

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

C. APPROVAL OF MINUTES.

I. Approval of August 12, 2020 Transit Commission Minutes

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the minutes from the August 12, 2020 minutes. Motion carried.

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

D. REGULAR BUSINESS.

I. Action: Election of Transit Commission Officers

Chair Roger Kolb stated he would continue as Chair if no other Commissioner was interested, but would be happy to step down if someone else wished to take over as Chair. He then opened the floor for nominations for Chair. Commissioner Kevin Kuehn nominated Roger Kolb for Chair, second by Alderman Randy Scannell. A vote was taken for Roger Kolb to be appointed to another two-year term as Chair. The Commission unanimously voted Roger Kolb as Chair.

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

Chair Roger Kolb opened the floor for nominations for Vice-Chair. Alderman Randy Scannell nominated Emily Ysebaert for Vice-Chair, second by Commissioner Rashad Cobb. There were no other nominations for Vice-Chair. A vote was taken, with the Commission unanimously electing Commissioner Emily Ysebaert to a two-year term as Vice-Chair.

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

Chair Roger Kolb opened the floor for nominations for Secretary. Alderman Randy Scannell nominated Commissioner Kevin Kuehn for Secretary, second by Commissioner Emily Ysebaert. There were no other nominations for Secretary. A vote was taken, with Commission unanimously electing Commissioner Kevin Kuehn to a two-year term as Secretary.

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

Alderman Randy Scannell made a motion that Essie Fels will serve as the Recording Secretary for the Transit Commission, seconded by Commissioner Michael Conley-Kuhagen. A vote was taken, with the Commission unanimously electing Essie Fels as the Recording Secretary.

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

Chair Roger Kolb stated that election of officers will be held at the March Transit Commission meeting in 2022, every two years in March or upon a vacant position.

2. Discussion/Action: Exterior Sign Replacement

Director Kiewiz stated the current exterior sign requires updating due to Greyhound no longer providing service from our location. The new sign will be full color, double sided, LED sign. Staff will have the ability to modify messages and change as frequently as needed. This sign will also serve as another great tool to market Metro services and information. The vendor selection has not taken place yet. The evaluation team is currently working through the process. Metro staff is working with City purchasing and DPW on the procurement.

Moved by Commissioner Kevin Kuehn, seconded by Ald. Randy Scannell to approve the exterior sign replacement with an amount not exceed \$48,228.00. Motion carried.

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

3. Discussion/Action: Request for Art Sculpture Placement

Director Kiewiz stated Department of Community & Economic Development staff is requesting approval of the placement of a new sculpture utilizing 2019 CDBG funds to be installed in the green space located within Olde North Neighborhood. The green space is located at the corner of Webster Avenue and Harvey Street and is backed by Green Bay Metro and the Green Bay City Fire Station 2. The site has a connecting pathway from the street corner to Green Bay Metro and is already home to two public art pieces and a gazebo.

The sculpture will resemble the life-cycle of a dandelion and will be constructed out of stainless steel measuring approximately 12 feet. The installation of the sculpture is intended to take place in late October 2020 with stormwater plantings to follow.

Metro is currently working on placement of the security fence on the East end of the facility. Staff does not anticipate any conflicts with the sculpture placement and the expected fence location.

Moved by Ald. Randy Scannell, seconded by Commissioner Kevin Kuehn to approve the placement of the art sculpture, not to interfere with the security fence placement. Motion carried.

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

4. Discussion/Action: Free Fares for November 3, 2020 Election

Director Kiewiz stated since the onset of COVID-19 we have all seen and been required to make many adjustments to our daily lives. Social distancing and minimizing large crowds has been a focus and priority for communities.

As the City of Green Bay prepares for the upcoming presidential election, many polling locations have now been relocated to larger facilities such as the previous Sears location. Due to the relocation of many polling sites, many locations will be accessible by public transit this year. Providing free fares, during election hours on November 3, 2020 would provide an additional opportunity for individuals to exercise their right to vote.

Chair Roger Kolb opened the floor for Celestine Jeffreys, Chief of Staff to speak.

Chief of Staff, Celestine Jeffreys stated she is helping organize the election. In the past it didn't make sense to have free buses because of the way polling stations were set up to be close to people living a half mile where people live in that ward. Due to the pandemic we have consolidated many of the polling locations. In August election, we had 17 polling locations and in November we will have 16. We will keep 13 of the same polling locations that were used in August for November, so we have to shift 4. Sears is a really big polling location, the Lambeau Johnsonville Tailgate Village, Bay Beach Pavilion with multiple wards. We are asking the Transit Commission to give free fares for election day November 3, 2020. The hours of the polls are from 7 a.m. till 8 p.m. We will also have drop boxes around town. Those drop boxes are also near the bus routes. The locations for the drop boxes are Festival Foods, Sears, downtown by City Hall, and 2 out by the East side library. The drop boxes will also be available on election day up to 8 p.m.

Chair Roger Kolb stated he doesn't have a problem with this at all.

Director Kiewiz stated a lot of our passengers utilize passes. It is really hard to estimate what that revenue loss would be. Currently it would be less than \$1,000.

Moved by Ald. Randy Scannell, seconded by Commissioner Rashad Cobb to approve free fares for November 3, 2020 Election Day. Motion carried.

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

E. INFORMATIONAL.

I. Operational Reports

Director Kiewiz provided a brief overview of the ridership report. Ridership is down 70% from last year. Paratransit has seen a slight increase. The GBM On Demand has increased by 75% in the first 3 weeks. Night service has increased the first hour. We have received comments on potential areas where people would like to see the GBM On Demand service. Director Kiewiz stated she would be happy to answer any questions you may have.

2. Financial Report

Director Kiewiz provided a brief overview of the operating expense report through July. Metro is currently below budget. No issues or concerns at this time.

3. Director's Report

Director Kiewiz stated on the table each of the Commissioners there was a sticker. Staff worked with Economic Development to create a retro logo for Green Bay Metro. The City has a swag shop that you can purchase items with the Metro retro logo.

Metro received 4 buses from the VW Grant. There is a second round of VW money and Green Bay Metro has been awarded \$1.9 million for buses. Metro will order in 2021 with a delivery in 2022.

Harman Singh, Operation Supervisor has resigned and has relocated to Chicago. Metro has conducted interviews for this position and have had many good candidates. We have chosen an individual for the position and they are going through the process at this time.

Tim Moore, Green Bay Metro Operator led a donation to the St. John's Homeless Shelter. Many employees participated in the donation. His leadership on this was much appreciated.

Green Bay Metro will be launching a survey to the public for feedback on the (3) modes of transportation.

Metro has completed the first round of 2021 budget; it came in slightly below the 2020 budget.

Metro staff is reviewing different fare options such as implementing fares back on Saturdays and possibly a low income program.

Director Kiewiz stated our new Commissioner is Jessica Franco-Morales will be in attendance for the next meeting. is a bilingual Coordinator for NWTC.

4. Next Transit Commission Meeting: Wednesday, October 21, 2020 at 8:15 a.m.

F. ADJOURNMENT.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to adjourn at 8:56 a.m.
Motion carried.

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