



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, JUNE 30, 2021, 8:15 AM

TRANSIT

901 University Ave

A. ROLL CALL.

I. Roger Kolb, Chair; Emily Ysebaert, Vice-Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Rashad Cobb, Michael Conley-Kuhagen and Jessica Franco-Morales

Present: Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Jessica Franco-Morales, Michael Conley-Kuhagen, Absent: Rashad Cobb

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

B. APPROVAL OF THE AGENDA.

I. Approval of June 30, 2021 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Michael Conley-Kuhagen to approve the June 30, 2021 agenda. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of May 19, 2021 Transit Commission Minutes

Moved by Ald. Randy Scannell, seconded by Commissioner Kevin Kuehn to approve the minutes from May 19, 2021 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Discussion/Action: Proposed Fixed Route Changes, Modifications to the ADA Paratransit Boundary & Implementation of Microtransit Services

Reports included: Green Bay Metro Public Hearing Transcript, Public Comments and Final Director Comments

Motion was made by Commissioner Kevin Kuehn, second by Ald. Randy Scannell, to suspend the rules and allow interested parties to speak. Motion carried.

R. Kolb opened up the meeting for public response.

No public participation.

Motion made by Commissioner Kevin Kuehn, second by Ald. Randy Scannell, to return to regular order of business. Motion carried.

Director Kiewiz stated Green Bay Metro's Service Development Committee included: four operators, an Operation Supervisor, our Mobility Coordinator and Lisa Conard, Brown County MPO. The goal was to create a more efficient, rider friendly system. There was great attendance from the public for the public comment period. She gave a brief summary of modifications and recommendations. Full System hours of operation Monday through Friday 5:45 a.m. - 8:45 p.m. and Saturday 7:45 a.m. - 3:45 p.m. Microtransit will provide weeknight service for the entire service area Monday through Friday 8:45 p.m. - 10:45 p.m. Bus operators will be equipped with a mobile phone to allow riders to call for microtransit ride in absence of a telephone. Director Kiewiz stated staff will be monitoring and will address and adjust as necessary. Existing paratransit clients, approved for service prior to August 1, 2021 will be grandfathered based on prior service area.

Commissioner Jessica Franco-Morales commented that NWTC felt that it appeared to have a reduction of service, but after reaching out and discussing the changes with the Transit Director, she feels confident it is not a reduction of service, but adding new transportation options.

Chair Roger Kolb commended Director Kiewiz, Lisa Conard and Karl Mueller on a job well done! He stated this is the biggest change that Metro has ever done.

Moved by Commissioner Kevin Kuehn, seconded by Ald. Randy Scannell to approve the fixed route changes, modifications to the ADA Paratransit boundary and implementation of Microtransit services with an execution date of August 2, 2021. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None

2. Discussion/Action: Purchase Request of four 29' Gillig Buses

Director Kiewiz stated Metro has received grant dollars to allow for the purchase of four (4) new 29' Gillig buses. Metro will be utilizing the VW Mitigation Settlement funds with the State of WI. The award provides for a 80% state and 20% local match. The 20% local match will be spread out over a period of 10 years. This is based on the grant requirements. Metro will be utilizing this size bus on routes that service residential areas and other areas that may not be able to accommodate a larger bus. Metro currently purchases from two manufactures, Gillig and New Flyer. New Flyer no longer

manufactures 30' buses. It would not be feasible to order buses from a third manufacture with additional costs for parts, tools and training for the operator and maintenance staff.

Moved by Commissioner Emily Ysebaert, seconded by Commissioner Kevin Kuehn to approve the purchase of four (4) 29' buses from Gillig, LLC with an amount not to exceed \$1,920,000.00. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None

3. Discussion/Action: Green Bay Metro Disadvantage Business Enterprise (DBE) FFY 2022-2024

Director Kiewiz informed the Commissioners that every three years Green Bay Metro is required to submit a report to the Federal Transit Administration (FTA) which states our DBE goal. A DBE goal is required by the FTA when federal money is used to fund contracts. A DBE is a business that is owned by socially and economically disadvantaged individual(s). For the FFY 2022-2024, Green Bay Metro's goal is 1.37%.

Discussion was held on the challenges Green Bay Metro has with DBE vendor's bidding on projects, bids, services, etc.

Moved by Commissioner Kevin Kuehn, seconded by Ald. Randy Scannell to approve the DBE goal for FFY 2022-2024. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None

E. INFORMATIONAL.

1. Operational Reports

Reports included: Fixed Route, Paratransit and Microtransit Reports

Director Kiewiz gave a brief overview of the May ridership reports for fixed route, paratransit and microtransit. Fixed route and paratransit is slowly going up. Microtransit ridership is slightly down due to changes in some school when limited service was not operating. Director Kiewiz stated she would be happy to answer any questions the Commission may have.

2. Financial Report

Director Kiewiz stated in your packets you will find the operating expense report through April of 2021. Currently Metro is below budget. Metro should be about 33% of budget through May. Staff has no concerns.

3. Director's Report

Director Kiewiz provided an overall update.

Metro received a "Thank you" note from Oneida for assisting during the incident at Oneida Casino.

The security gate project is on its way, waiting on the delivery of the arms. This project should be

complete by the middle of July.

Staff continues to work on the farebox upgrade. Metro will need to have a 30-day public comment period for the different fare options. Farebox implementation is looking like fall.

Vaccine bus has been out and about in our community. An operator does accompany the bus. Brown County Human Services does reimburse at a flat rate. Brown County Human Service agreement for the vaccine bus goes through August. Discussions may be held to extend the agreement.

Director Kiewiz is currently working with the Green Bay Packers on their continued partnership.

4. Next Transit Commission Meeting: Wednesday, July 21, 2021

F. ADJOURNMENT.

Moved by Commissioner Jessica Franco-Morales, seconded by Commissioner Emily Ysebaert to adjourn at 9:03 a.m. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales, No- None, Abstain- None