



AGENDA OF THE TRANSIT COMMISSION

WEDNESDAY, NOVEMBER 17, 2021, 8:15 AM

TRANSIT

901 University Ave

A. Roll Call.

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

B. Approval of the Agenda.

1. Approval of November 15, 2021 Transit Commission Agenda

C. Approval of Minutes.

1. Approval of October 20, 2021 Transit Commission Minutes

D. Regular Business.

1. Discussion/Action: Green Bay Metro's LIFT (Low Income Fare Trip) Program
2. Discussion/Action: Air Handlers and AC Units
3. Discussion/Action: Replacement of Bus Lifts
4. Discussion/Action: 2022 Budget

E. Informational.

1. Operational Reports
2. Financial Report
3. Director's Report
4. Next Transit Commission Meeting: Wednesday, December 15, 2021

F. Adjournment.

- 1) **ACCESSIBILITY:** Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 2) **QUORUM:** Please take notice that a majority or quorum of the Common Council will attend this Transit Commission meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 3) **REPRESENTATION:** The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # B.1

Approval of November 15, 2021 Transit Commission Agenda

BACKGROUND

Enclosed is the agenda for the Transit Commission meeting being held on November 15, 2021.

RECOMMENDATION

Staff recommends the approval of the agenda for November 15, 2021.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # C.1

Approval of October 20, 2021 Transit Commission Minutes

BACKGROUND

Enclosed are the proposed minutes from the Transit Commission meeting held on October 20, 2021.

RECOMMENDATION

Staff recommends the approval of the minutes from October 20, 2021.

FISCAL IMPACT

ATTACHMENTS

- I. October 20, 2021



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, OCTOBER 20, 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, Roger Kolb, Kevin Kuehn, Jessica Franco-Morales, Michael Conley-Kuhagen,

Excused: Alderman Randy Scannell and Rashad Cobb

Chair Roger Kolb called the meeting to order at 8:23 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of October 20, 2021 Transit Commission Agenda

Moved by Commissioner Emily Ysebaert, seconded by Commissioner Kevin Kuehn to approve the October 20, 2021 agenda. Motion carried.

Yes- Emily Ysebaert, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales,

No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of September 15, 2021 Transit Commission Minutes

Moved by Commissioner Kevin Kuehn, seconded by Michael Conley-Kuhagen to approve the minutes from September 15, 2021. Motion carried.

Yes- Emily Ysebaert, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales,

No- None, Abstain- None

D. REGULAR BUSINESS.

E. INFORMATIONAL.

I. 2021 GBM Rider Survey

Director Kiewiz discussed the purpose of the survey and the results of the 2021 GBM Rider Survey. The results of how many have a smartphone or have a debit/credit card was quite surprising. The total overall responses were 336.

2. GBM Title VI Fare Equity Analysis

Director Kiewiz briefly discussed the rollout of the upgraded GFI fare system coming mid-November. The staff has prepared an equity analysis required by the Federal Transit Administration. The equity analysis is required for all minor/major to the cost of fares, change in method of payment or elimination of fare purchasing options.

The Commissioners stated the GBM Title VI Fare Equity Analysis document was very good.

Moved by Commissioner Emily Ysebaert, seconded by None to receive and place on file. Motion carried.

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

3. LIFT Program DRAFT

Director Kiewiz stated that with the implementation of the new farbox options, staff reviewed all our current fares. She explained the background of Green Saturdays and part of the intent of the program was to allow the public to try transit with the goal of them utilizing the service Monday-Friday. Ridership did increase on Saturday as we saw riders shifting their trips. Based on the recent 2021 GBM rider survey, the majority of riders (73%) utilize a 7 or 30 day pass. Riders utilizing one of these passes truly are not benefiting from the Green Saturdays.

Staff has determined the goal is to provide assistance to those who need transportation to a doctor's office, an area agency, grocery store, etc., many that may not be open on Saturdays. Based on this, staff has developed the LIFT Program (Low Income Fare Trips).

Commissioner Kevin Kuehn recommended the staff determine the number of passes to start with and revisit as the program grows.

4. Marketing Report

Report included: 2021 January - September Advertising Comparison Report.

Director Kiewiz gave a brief overview of the 2021 January - September Advertising Comparison Report. Staff are working on electronic boards at transfer points and digital boards on the bus as a way to advertise and to generate revenue.

5. Operational Reports

Reports included: Fixed Route and Paratransit Ridership, Green Bay Area Public School (GBAPS) Ridership, Ashwaubenon School Ridership, Code 30's and Bikes

Director Kiewiz provided a brief overview of the September ridership reports for Fixed Route, Paratransit, GBAPS, Ashwaubenon School, along with the mobility and bike comparisons on the Fixed Route System.

6. Financial Report

Director Kiewiz reviewed the operating expense report through August of 2021. Currently, Metro is below budget.

7. Next Transit Commission Meeting: Wednesday, November 17, 2021

F. ADJOURNMENT.

Moved by Commissioner Emily Ysebaert, seconded by Michael Conley-Kuhagen to adjourn at 9:20 a.m. Motion carried.

Yes- Emily Ysebaert, Roger Kolb, Kevin Kuehn, Michael Conley-Kuhagen, Jessica Franco-Morales,

No- None, Abstain- None



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # D.1

Discussion/Action: Green Bay Metro's LIFT (Low Income Fare Trip) Program

BACKGROUND

The GBM LIFT program is a self-certifying low income fare program that allows riders a maximum of four day passes per month. Riders can choose what day to utilize their passes, Monday through Saturday. Passes can be used on fixed route and microtransit services. Passes cannot be used consecutively. This program will be implemented with the discontinuation of Green Saturday, January 1, 2022. Staff recommends offering a total of 500 passes per month. Passes will be available on a first come, first serve basis.

RECOMMENDATION

Staff recommends the approval of the LIFT Program with implementation on January 1, 2022.

FISCAL IMPACT

ATTACHMENTS

- I. LIFT Program Draft

Green Bay Metro Low Income Fare Trips (LIFT) Program

DRAFT



November 2021

Located at:
Green Bay Metro
901 University Ave.
Green Bay, WI 54302

Green Bay Metro has created a Low Income Fare Trips (LIFT) program to assist members of the community with incomes at or below 150% of National Poverty Guidelines with their transportation needs.

Eligible persons:

- Must self-certify that they meet the income requirements and complete the application form each month.
- May receive up to four 1-day passes per month, loaded onto a smartcard, on a first come, first served basis. Rides must all be used prior to receiving any additional day passes.
- Pick up their smartcard from Green Bay Metro during regular operating hours.
- *Reduced Fare – Must show proof of reduced fare eligibility—Medicare card, driver's license/state ID (> 65), or reduced fare ID.

Applications can be filled out at Green Bay Metro or online at www.greenbaymetro.org. The initial smartcard will be provided at no cost and can be picked up from the passenger center during operating hours. Any replacement cards will cost \$3.00. Passes will be loaded onto a GBM smartcard. The LIFT program is intended to make available one free travel day per week or up to four free travel days over the course of a month and cannot be used on consecutive days in a row. May be used Monday-Saturday during regular operating hours. There are a limited number of passes available on a first served basis each month. This program is intended for use by individuals, 18 years of age and older, and not agencies.

LIFT passes are non-transferrable. Green Bay Metro reserves the right to revoke participation in this program at any time.

Any questions, comments, concerns, or to report abuse of LIFT program, or to report issues with passes, please contact:

Green Bay Metro
Mobility Coordinator
901 University Ave.
Green Bay, WI 54302

920-448-3450

Low Income Fare Trips (LIFT) Program Application

Name: _____

Date: ____/____/____

☐ Female ☐ Male ☐ Other

Birth Date: ____/____/____

Street Address: _____ City: _____ Zip: _____

Phone: _____ Email Address: _____

Reduced Fare: ☐ Yes ☐ No

If Yes: ☐ Medicare ☐ Age 65+ ☐ Reduced Fare ID

☐ Green Bay ☐ De Pere ☐ Allouez ☐ Ashwaubenon ☐ Bellevue

Annual Household Income: \$ _____ # of People in household: _____

*Ethnic Group: ☐ White/Caucasian ☐ Asian/Pacific Islander ☐ Black/African American
☐ American Indian/Alaskan Native ☐ Hispanic Origin
☐ Other _____

Passes are limited to persons 18 years of age and older who meet the income requirements (must be below 150% of HHS Poverty Guidelines). Passes are limited to 4 per person per month, not to be used on consecutive days, and are available on a first come, first served basis.

Certification: I certify this application has been completed to the best of my knowledge with complete and accurate information. I understand any false statements or omissions of facts relevant to my eligibility for assistance will be considered fraud, and that I may be prosecuted under applicable U.S. Codes for this fraud. Furthermore, I understand that assistance is contingent upon availability of passes.

Applicant

Date

*Answer is not required; however, highly encouraged. Information is maintained confidential and may be needed in the future when funding is requested to continue this program.

FOR OFFICE USE ONLY

Passes: _____

Pass # _____ Pass # _____

Pass # _____ Pass # _____



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # D.2

Discussion/Action: Air Handlers and AC Units

BACKGROUND

Staff worked with the Department of Public Works to procure replacements for air handlers and the ac units at the transit facility. Both systems are original from when the facility was built in 2000. This project will be covered by 80% federal funds and 20% local match.

RECOMMENDATION

Staff recommends the approval of replacement of air handlers and AC, not to exceed 800,000.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # D.3

Discussion/Action: Replacement of Bus Lifts

BACKGROUND

Metro staff worked with the Department of Public Works to develop specs and to procure replacement of all five bus lifts in the garage. Purchase of the bus lifts will be done off of a state contract. Concrete work will be procured. A considerable amount of concrete work will be required since four of the current lifts are from the original construction of the facility in 2000. CARES funds will cover 100% of the project.

RECOMMENDATION

Staff recommends the approval of five bus lifts, in addition to the necessary construction, not to exceed \$1,200,000.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # D.4

Discussion/Action: 2022 Budget

BACKGROUND

Director Kiewiz will present the 2022 budget to the Transit Commission.

RECOMMENDATION

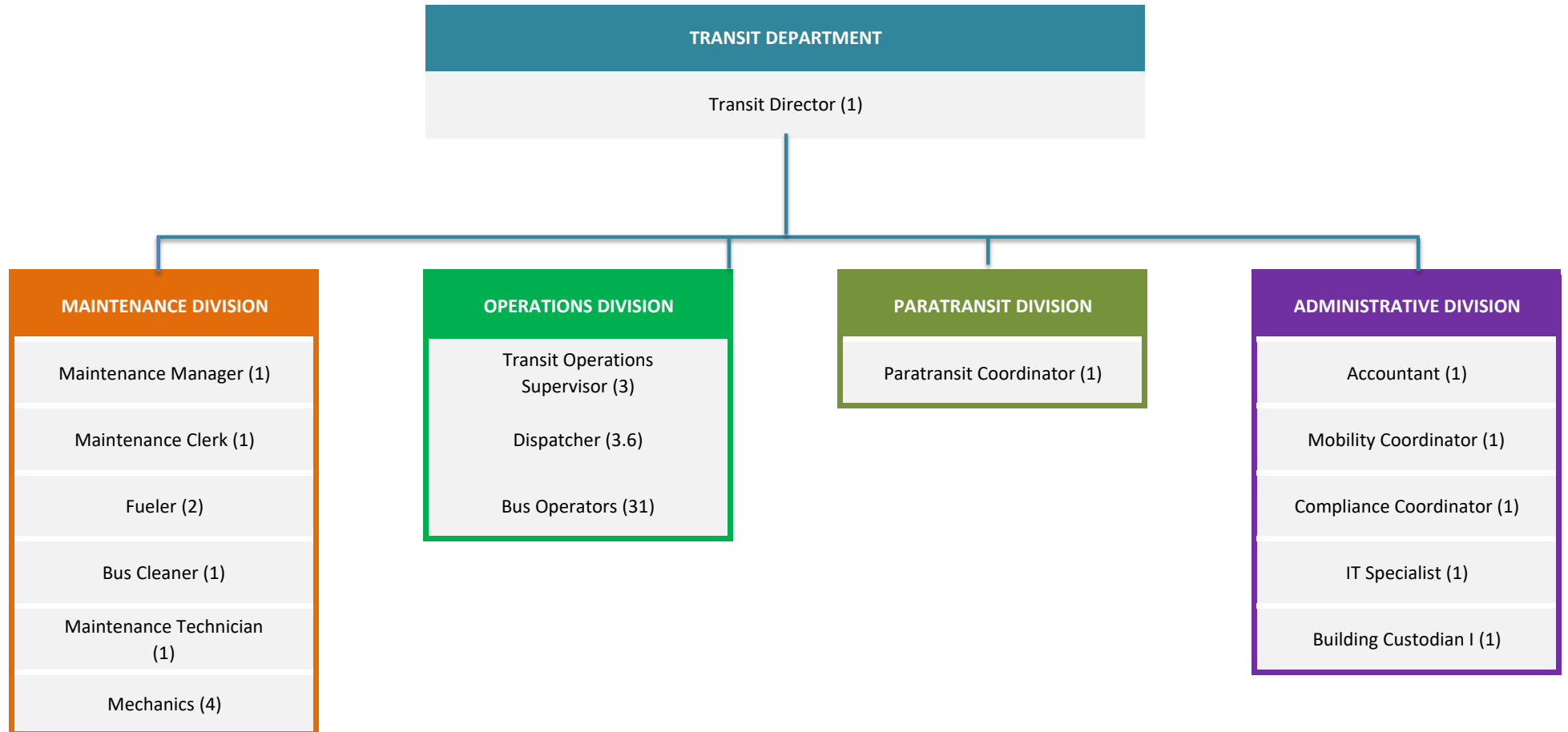
Staff recommends the approval of the 2022 budget.

FISCAL IMPACT

ATTACHMENTS

1. 2022 TRANSIT ORG - FINAL
2. 2022 Budget Summary - FINAL PROJECTED BUDGET
3. 2022 Budget VARIANCE - FINAL

TRANSIT DEPARTMENT



GREEN BAY METRO
2022 BUDGET

ACCOUNT DESCRIPTION	% 2022 Budget	2022 Budget	2021 Budget	Difference	% Change
FULL FARE	7.4%	650,000	450,000	200,000	44%
VOUCHERS	0.0%		-	-	0%
STUDENT FARES	0.1%	10,000	10,000	-	0%
COLLEGE STUDENT PASS	0.0%			-	0%
DISABLED FARES	1.3%	115,000	90,000	25,000	28%
SUBTOTAL: FAREBOX REVENUE	8.9%	775,000	550,000	225,000	40.9%
PARATRANSIT FARES & AGENCY FEES	5.3%	462,000	569,800	(107,800)	-19%
TOTAL FAREBOX REVENUE	14.2%	1,237,000	1,119,800	117,200	10.5%
PARATRANSIT/ID FEES	0.0%	300	300	-	0%
INVESTMENT INCOME	0.1%	9,000	9,000	-	0%
SALE OF EQUIPMENT	0.0%	-	-	-	0%
BUS ADVERTISING	1.4%	120,000	140,000	(20,000)	-14%
INTERCITY BUS COMMISSION	0.4%	36,000	36,000	-	0%
NON-TRANS - VENDING MACHINES	0.1%	5,500	5,500	-	0%
NON-TRANS - SALE OF SCRAP	0.0%	1,800	1,800	-	0%
NON-TRANS - PAYPHONE	0.0%	100	100	-	0%
STORAGE LOCKER TOKENS	0.0%	500	500	-	0%
FEDERAL OPERATING ASSISTANCE	27.0%	2,358,141	2,282,575	75,566	3%
STATE OPERATING ASSISTANCE	27.0%	2,358,141	2,282,575	75,566	3%
RAZ PASS\UWGB\ST NORBERT	0.0%	-	-	-	0%
VILLAGE OF ALLOUEZ	0.9%	74,556	73,468	1,088	1%
VILLAGE OF ASHWAUBENON	3.1%	267,727	264,101	3,625	1%
VILLAGE OF BELLEVUE	1.7%	149,750	147,713	2,037	1%
CITY OF DEPERE	1.7%	152,233	150,072	2,161	1%
CITY OF GREEN BAY	19.2%	1,676,517	1,653,819	22,699	1%
SECTION 5310 PROGRAM ADMIN	1.1%	98,187	96,859	1,328	1%
CLOTHING-EMPL PORTION	0.0%	-	-	-	0%

GREEN BAY METRO
2022 BUDGET

ACCOUNT DESCRIPTION	% 2022 Budget	2022 Budget	2021 Budget	Difference	% Change
PARTNERSHIP CONTRIBUTION	2.2%	188,404	189,800	(1,396)	-1%
MISC REVENUE	0.0%	-		-	0%
TOTAL REVENUE	100.0%	8,733,857	8,453,983	279,874	3.3%
Total Operating Revenue		8,726,257	8,446,383		0.0%
TOTAL SALARIES	29.0%	2,532,531	3,209,987	(677,456)	-21.1%
TOTAL OVERTIME	0.6%	52,802	31,552	21,250	67.3%
TOTAL VACATION	2.0%	177,577		177,577	0.0%
TOTAL HOLIDAY	1.1%	97,195		97,195	0.0%
TOTAL PERSONAL	0.4%	34,375		34,375	0.0%
TOTAL FUNERAL LEAVE	0.0%	-	-	-	0.0%
TOTAL SICK	1.8%	157,499	25,000	132,499	530.0%
TOTAL UNEMPLOYMENT	0.1%	6,000	6,000	-	0.0%
TOTAL HEALTH INSURANCE	6.9%	606,375	673,548	(67,173)	-10.0%
TOTAL DENTAL INSURANCE	0.5%	43,245	49,019	(5,774)	-11.8%
TOTAL LIFE INSURANCE	0.0%	3,672	5,343	(1,671)	-31.3%
TOTAL LEVY SUPPORTED HEALTH	0.0%	-	5,000	(5,000)	-100.0%
TOTAL SOCIAL SECURITY	2.1%	183,066	193,556	(10,490)	-5.4%
TOTAL MEDICARE	0.5%	42,832	45,290	(2,458)	-5.4%
TOTAL WORKER COMPENSATION	0.3%	26,746	22,851	3,895	17.0%
TOTAL PENSIONS	2.3%	197,108	218,832	(21,724)	-9.9%
TOTAL CAR ALLOWANCE	0.0%	360	360	-	0.0%
TOTAL CLOTHING ALLOWANCE	0.2%	16,600	19,450	(2,850)	-14.7%
TOTAL EMPLOYEE ALLOWANCES	0.0%	860	860	-	0.0%
TOTAL OTHER FRINGE BENEFITS	0.0%	3,751	3,751	-	0.0%
TOTAL TRAINING & TRAVEL	0.2%	21,000	20,500	500	2.4%
TOTAL DUES, LICENSES, SUBSCRIPTIONS	0.2%	15,956	15,956	-	0.0%
TOTAL EMPLOYMENT RELATED EXPENSES	0.1%	9,900	9,900	-	0.0%

GREEN BAY METRO
2022 BUDGET

ACCOUNT DESCRIPTION	% 2022 Budget	2022 Budget	2021 Budget	Difference	% Change
TOTAL SERVICES	3.6%	312,824	314,216	(1,392)	-0.4%
TOTAL PROMOTIONAL	0.2%	20,750	20,750	-	0.0%
TOTAL MICROTRANSIT SERVICES	21.1%	1,846,754	907,514	939,240	103.5%
TOTAL PARATRANSIT SERVICES	11.5%	1,001,740	1,235,433	(233,693)	-18.9%
TOTAL FUEL	8.3%	723,944	786,060	(62,115)	-7.9%
TOTAL TIRES & TUBES	0.6%	55,000	55,000	-	0.0%
TOTAL MATERIALS & SUPPLIES	0.9%	75,125	74,325	800	1.1%
TOTAL BUILDING & EQUIPMENT	2.1%	180,500	205,500	(25,000)	-12.2%
TOTAL BUILDING REPAIRS	0.2%	20,000	20,000	-	0.0%
TOTAL PAVE CONST (SHELTER PADS)	0.0%	3,000	3,000	-	0.0%
LANDSCAPING/SITE RESTORATION	0.0%	300	300	-	0.0%
TOTAL ELECTRIC	0.6%	51,027	50,379	648	1.3%
TOTAL GAS	0.4%	37,117	39,184	(2,067)	-5.3%
TOTAL PHONE/CELLULAR SERVICE	0.1%	4,645	5,145	(500)	-9.7%
TOTAL WATER	0.0%	2,573	2,527	46	1.8%
TOTAL SEWER	0.1%	4,979	4,915	64	1.3%
TOTAL INSURANCE	1.9%	164,129	172,980	(8,851)	-5.1%
CASH OVER/SHORT	0.0%	-		-	0.0%
TOTAL OPERATING EXPENSES	100.0%	8,733,857	8,453,983	279,874	3.3%

2022 GREEN BAY METRO BUDGET SUMMARY

Variance to 2021 Budget

<u>Revenues</u>	<u>Change</u>	<u>% Chg</u>
Farebox Revenue-Fixed Route	\$ 225,000	40.9%
Farebox Revenue-Paratransit	\$ (107,800)	-18.9%
Federal Operating Assistance	\$ 75,566	3.3%
State Operating Assistance	\$ 75,566	3.3%
Green Bay	\$ 22,699	1.4%
Other local municipalities	\$ 8,911	1.4%
Intercity Bus Commission	\$ -	0.0%
Advertising	\$ (20,000)	-14.3%
Local Partnerships	\$ (1,396)	-0.7%
Non-transportation income	\$ -	0.0%
Section 5310 Program	\$ 1,328	1.4%
Total Revenue	\$ 279,874	3.3%

<u>Operating Expenses</u>	<u>Change</u>	<u>% Chg</u>
Salaries & Leave time	\$ (248,757)	-7.2%
Overtime	\$ 21,250	67.3%
Health / Dental	\$ (72,947)	-10.1%
WRS	\$ (21,724)	-9.9%
Other employment expenses	\$ (9,021)	-6.1%
Workers comp	\$ 3,895	17.0%
Contract Services	\$ (1,392)	-0.4%
Paratransit services	\$ (233,193)	-17.6%
Micro Transit services	\$ 964,240	103.5%
Fuel	\$ (87,615)	-9.0%
Building & Equipment maint	\$ (24,200)	-6.8%
Marketing expense	\$ -	0.0%
Insurance	\$ (8,851)	-5.1%
Utilities	\$ (1,810)	-1.8%
Shelter pads	\$ -	0.0%
Misc	\$ -	0.0%
Total Expenses	\$ 279,874	3.3%



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # E.1

Operational Reports

BACKGROUND

Operational reports included. Staff will present the reports.

RECOMMENDATION

No action is necessary.

FISCAL IMPACT

ATTACHMENTS

1. 10-Oct Ridership
2. 10-Oct Micro KPIs
3. 09-Sept Micro KPIs

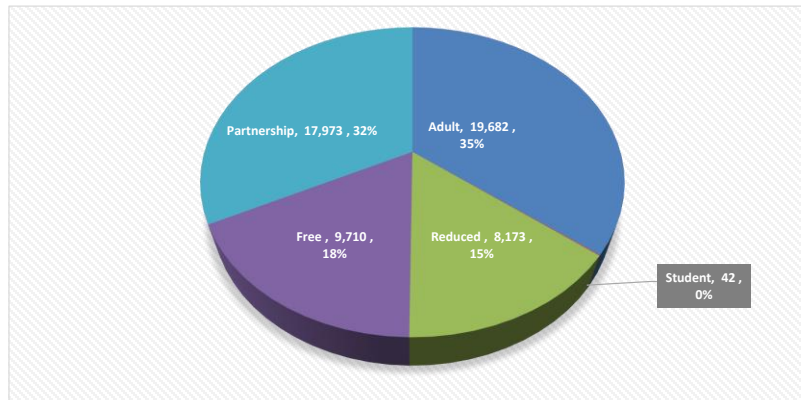
FIXED ROUTE RIDERSHIP

	ADULT		ADULT	30-DAY	STUDENT		30-DAY	REDUCED		30-DAY	WEEKLY	REVENUE		
	CASH	ADULT SINGLE	DAY PASS	ADULT PASS	CASH	STUDENT SINGLE	DAY PASS	STUDENT PASS	CASH	REDUCED SINGLE			DAY PASS	REDUCED PASS
October 2021	1,177	2	4,287	11,395	15	1	11	15	240	-	3,542	4,301	1,174	26,160

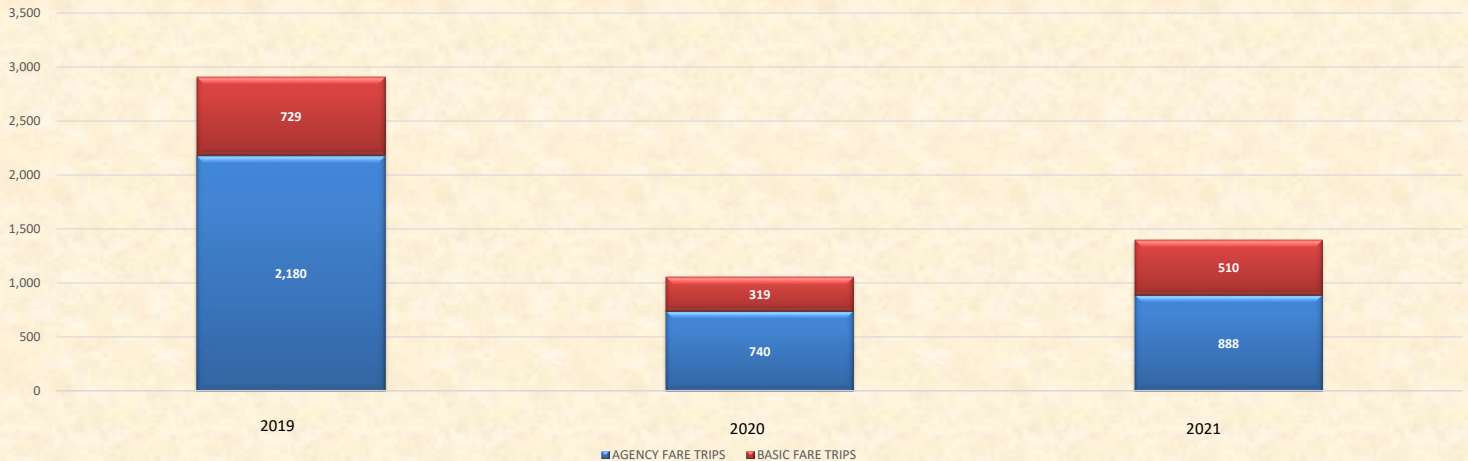
	GREEN	GAME	MICRO	FREE FARE	FREE 4 &		TOTAL	ASHWAUB	GBAPS	UWGB	G-LINE	TOTAL	TOTAL	YTD
	SATURDAY	DAY			UNDER	PROMO	FREE FARES	ENON SCHOOLS			DT-TT	PARTNERSHIP FARES	PASSENGERS FIXED ROUTE	PASSENGERS FIXED ROUTE
October 2021	4,078	3,926	18	1,092	397	34	9,545	1,029	9,102	877	6,864	17,872	53,577	391,994

MICROTRANSIT ON DEMAND RIDERSHIP

	GBM Passes			Cash Fares Collected			Free		Partnerships			TOTAL ON DEMAND PASSENGERS	YTD PASSENGERS ON DEMAND	YTD PASSENGERS
	Adult (30, Day, Wkly)	Student (30, Day)	Reduced (30, Day)	Adult Fares	Student Fares	Reduced Fares	Free Ride	Green Saturday	ASHW - GBAPS	UWGB				
October 2021	933	0	0	714	0	90	77	88	85	16		2,003	10,315	402,309

**PARATRANSIT**

	AGENCY FARE TRIPS	BASIC FARE TRIPS	TOTAL TRIPS	BASIC FARE	AGENCY FARE	TOTAL FARES
October 2019	2,180	729	2,909	\$ 8,727	\$ 26,108	\$ 34,835
October 2020	740	319	1,059	\$ 4,236	\$ 11,012	\$ 15,248
October 2021	888	510	1,398	\$ 5,592	\$ 13,304	\$ 18,896
Change '20 & '21	148	191	339	\$ 1,356	\$ 2,292	\$ 3,648
	20.0%	59.9%	32.0%	32.0%	20.8%	23.9%
Change '19 & '21	(1,292)	(219)	(1,511)	\$ (3,135)	\$ (12,804)	\$ (15,939)
	-59.3%	-30.0%	-51.9%	-35.9%	-49.0%	-45.8%

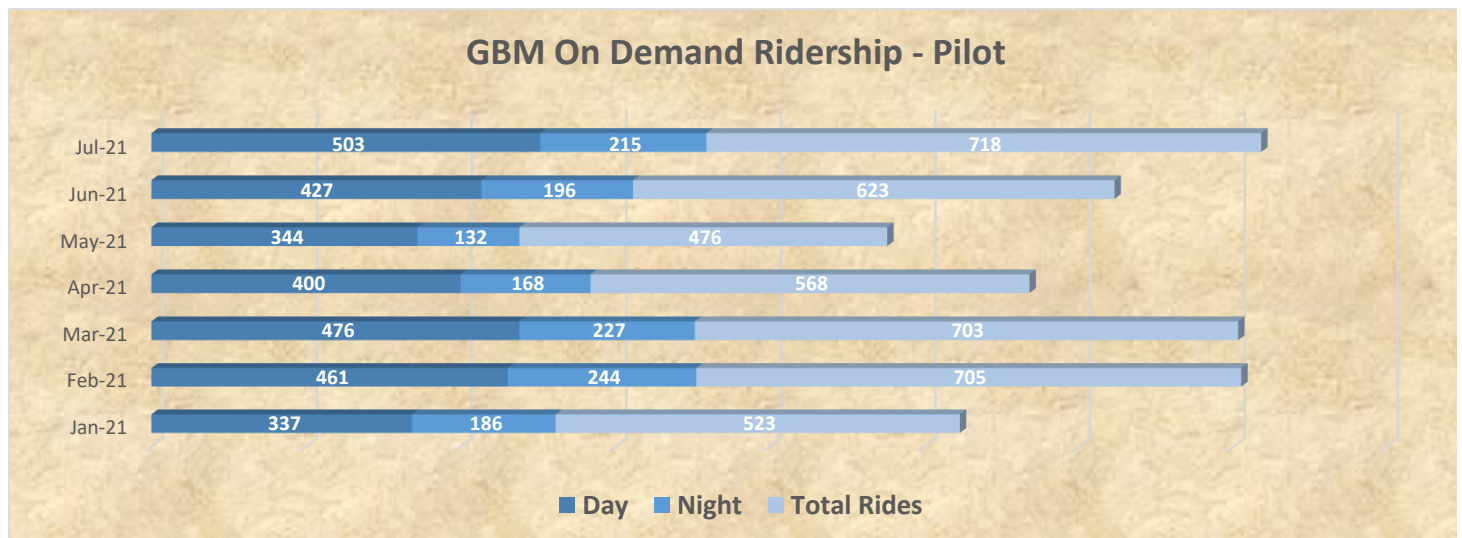
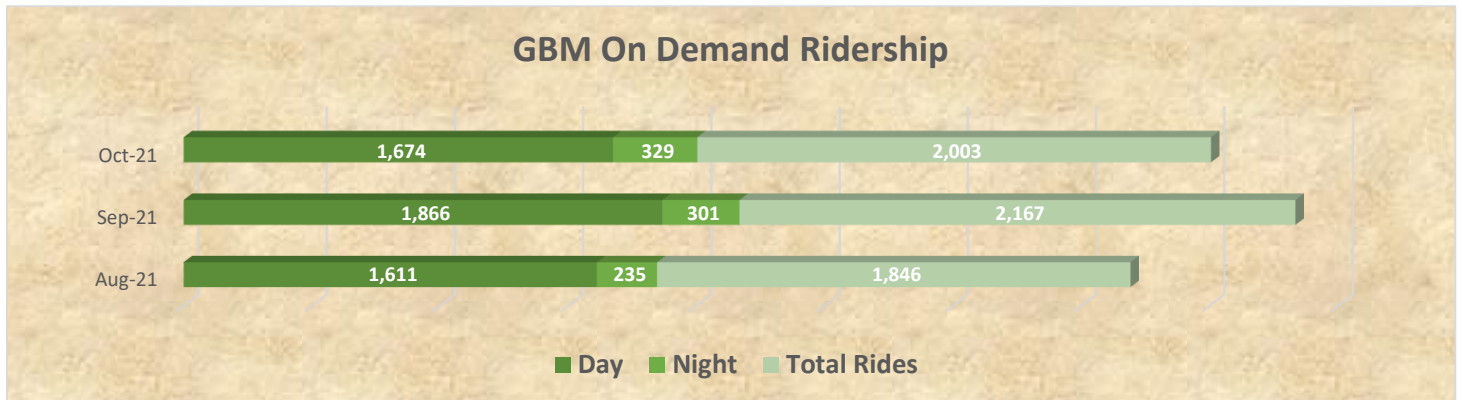
PARATRANSIT RIDERSHIP

GBM On Demand Ridership

October 2021

GBM Passes			Cash Fares Collected			Free		Partnerships		TOTAL Passengers
Adult (30, Day, Wkly)	Student (30, Day)	Reduced (30, Day)	Adult Fares	Student Fares	Reduced Fares	Free Ride	Green Saturday	ASHW - GBAPS	UWGB	
933	0	0	714	0	90	77	88	85	16	2,003

	Day Service	Night Service	Target
Number of Rides	1674	329	
Operating Hours	1163	184	
Passengers per Vehicle Hour	1.44	1.79	3.0
Average Customer Wait Time (minutes)	11.99	11.19	<20.0
On-Time Pickups	92%	90%	95%



Day Service	Monday - Friday	5:45am - 8:45pm	Saturday	7:45am - 3:45pm
Night Service	Monday - Friday	8:45 pm - 10:45pm	Saturday	N/A

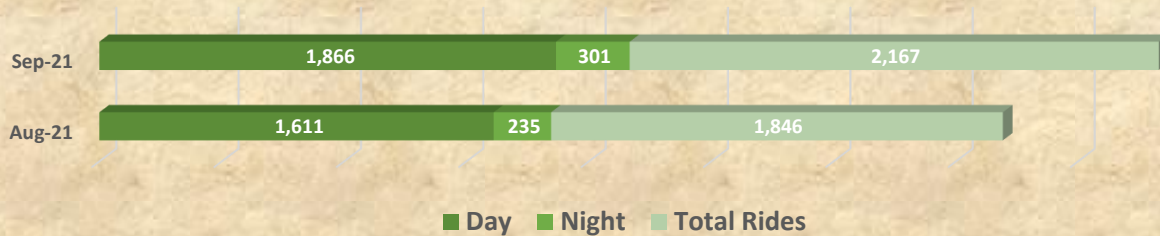
GBM On Demand Ridership

September 2021

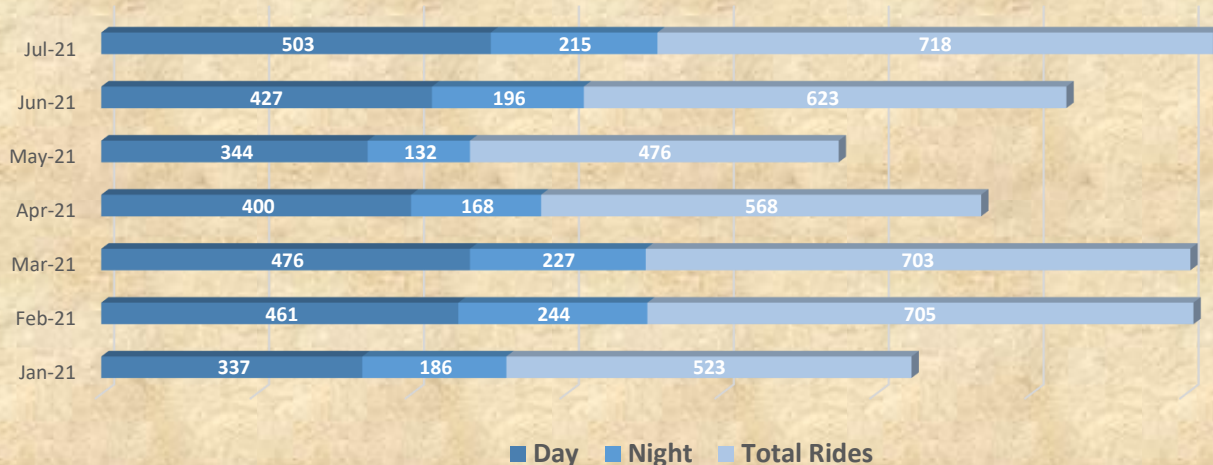
GBM Passes			Cash Fares Collected			Free		Partnerships		TOTAL Passengers
Adult (30, Day, Wkly)	Student (30, Day)	Reduced (30, Day)	Adult Fares	Student Fares	Reduced Fares	Free Ride	Green Saturday	ASHW - GBAPS	UWGB	
859	0	2	875	18	79	159	55	72	48	

	Day Service	Night Service	Target
Number of Rides	1866	301	
Operating Hours	1075	252	
Passengers per Vehicle Hour	1.74	1.20	3.0
Average Customer Wait Time (minutes)	12.48	12.32	<20.0
On-Time Pickups	91%	91%	95%

GBM On Demand Ridership



GBM On Demand Ridership - Pilot



Day Service	Monday - Friday	5:45am - 8:45pm	Saturday	7:45am - 3:45pm
Night Service	Monday - Friday	8:45 pm - 10:45pm	Saturday	N/A



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # E.2

Financial Report

BACKGROUND

Green Bay Metro's staff will present the Commission with the financial report for September.

RECOMMENDATION

No action is necessary.

FISCAL IMPACT

ATTACHMENTS

- I. 09 - Sept 2021 Financials



EXPENSES

ACCOUNT DESCRIPTION	2021 Jan-Sept	2020 Jan-Sept	+/-	%	2021 BUDGET	% OF BUDGET
Wages & Salaries	1,683,576.07	1,900,074.79	(216,499)	-11.4%	2,765,518	60.9%
Fringe Benefits	942,347.50	1,225,947.42	(283,600)	-23.1%	1,744,887	54.0%
Other Employment Expenses	31,850.42	27,336.76	4,514	16.5%	45,660	69.8%
Contract Services	138,011.61	80,305.97	57,706	71.9%	334,962	41.2%
Materials & Supplies	307,248.62	302,373.99	4,875	1.6%	772,581	39.8%
Building & Equip Maintenance	246,756.32	201,380.29	45,376	22.5%	229,800	107.4%
Utilities	62,045.08	61,798.09	247	0.4%	101,898	60.9%
Insurance	197,700.05	219,120.06	(21,420)	-9.8%	172,980	114.3%
Miscellaneous	185.80	162.48	23	14.4%	250	74.3%
Paratransit Services	406,328.89	359,756.96	46,572	12.9%	1,327,933	30.6%
Microtransit Services	460,807.96	28,885.65	431,922	1495.3%	957,514	48.1%
Subrecipient Expenses	-	-	-	0.0%	-	0.0%
TOTAL	4,476,858.32	4,407,142.46	69,716	1.6%	8,453,983	53.0%

REVENUES

ACCOUNT DESCRIPTION	2021 Jan-Sept	2020 Jan-Sept	+/-	%	2021 BUDGET	% OF BUDGET
Federal Operating Asst	1,003,266.00	1,164,519.00	(161,253)	-13.8%	2,379,434	42.2%
State Operating Asst	2,431,972.00	2,399,494.00	32,478	1.4%	2,282,575	106.5%
Other Local Municipalities	476,515.23	491,716.95	(15,202)	-3.1%	635,354	75.0%
Green Bay	936,000.00	936,000.00	-	0.0%	1,653,819	56.6%
Farebox Revenue-Fixed Route	286,185.31	273,116.20	13,069	4.8%	550,000	52.0%
Farebox Revenue-Paratransit	171,623.00	150,497.00	21,126	14.0%	569,800	30.1%
College Program Fares	2,959.00	4,231.00	(1,272)	-30.1%	-	0.0%
TMI Refund	65,431.00	65,187.00	244	0%	-	0.0%
Non-Transportation Revenue	22,639.78	30,610.36	(7,971)	-26.0%	17,200	131.6%
State Fuel Refund	3,232.76	7,895.68	(4,663)	-59.1%	-	0.0%
Advertising	79,905.40	102,111.57	(22,206)	-21.7%	140,000	57.1%
Intercity Bus Commissions	6,258.26	4,066.97	2,191	53.9%	36,000	17.4%
Partnership Contributions	109,798.84	65,302.00	44,497	68.1%	189,800	57.8%
TOTAL	5,595,786.58	5,694,747.73	(98,961)	-1.7%	8,453,983	66.2%

KEY PERFORMANCE INDICATORS (KPI)

Operating Days	231	226	5	2.2%	307
Revenue Miles	543,969	579,175	(35,206)	-6.1%	943,784
Revenue Hours	37,208	44,030	(6,822)	-15.5%	63,959
Unlinked Passenger Trips	338,417	436,265	(97,848)	-22.4%	1,319,000
Revenue / Cost	125.0%	129.2%			1
Farebox Revenue / Mile	0.53	0.47	0	11.6%	1
Farebox Revenue / Pass Trip	0.85	0.63	0	35.1%	0
Farebox Revenue / Hour	7.69	6.20	1	24.0%	9
Passenger / Mile	0.62	0.75	(0)	-17.4%	1.40
Cost / Mile	6.64	6.94	(0)	-4.4%	7.94
Cost / Passenger Trip	10.67	9.21	1	15.8%	5.68

*Building and Equipment Maintenance includes \$49,602 of Federal funds

*Insurance is [NET] TMI Refund - 76% of budget

*Partnership Contributions increase is due to free fares provided in 2020



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # E.3

Director's Report

BACKGROUND

Green Bay Transit Director will provide the Commission an update on Metro.

RECOMMENDATION

No action is necessary.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Transit Commission
of the City of Green Bay



MEETING DATE

November 17, 2021

PREPARED BY

Patty Kiewiz, Transit Director

AGENDA ITEM # E.4

Next Transit Commission Meeting: Wednesday, December 15, 2021

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None