



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, NOVEMBER 17, 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, Michael Conley-Kuhagen, Jessica Franco-Morales

Absent: Kevin Kuehn and Rashad Cobb

Chair Roger Kolb called the meeting to order at 8:16 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of November 17, 2021 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the November 17, 2021 agenda. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,

No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of October 20, 2021 Transit Commission Minutes

Moved by Commissioner Emily Ysebaert, seconded by Ald. Randy Scannell to approve the minutes from the October 20, 2021 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Michael Conley-Kuhagen, Jessica Franco-Morales,

No- None, Abstain- None

D. REGULAR BUSINESS.

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

Director Kiewiz stated the GBM LIIFT Program is a self-certified low income fare program. We began the public participation process on November 3rd. A public comment meeting is being held tonight. Green Bay Metro was able to secure funding through Brown County Planning 85.21 for reduced fare passes.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the LIFT Program for implementation on January 1, 2022. Motion carried.

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

2. Discussion/Action: Air Handlers and AC Units

Director Kiewiz stated staff is working with the Department of Public Works to procure replacements for air handlers and the AC units throughout the facility. This project will be covered by 80% federal funds and 20% local match.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the replacement of the air handlers and AC units not to exceed \$800,000. Motion carried.

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

3. Discussion/Action: Replacement of Bus Lifts

Director Kiewiz stated staff had worked with the Department of Public Works to develop specs and to procure the replacement of five bus lifts in the garage. Purchase of the bus lifts will be done off a state contract. CARES funds will cover 100% of the project.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the five (5) bus lifts, in addition to the necessary construction, not to exceed \$1,200,000. Motion carried.

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

4. Discussion/Action: 2022 Budget

Director Kiewiz stated the local share of the 2022 Green Bay Metro budget has been approved by the City Council and all partnering municipalities. The 2022 budget has been prepared with the full time IT position for Transit, as previously discussed. Staff is seeking final action.

Moved by Commissioner Emily Ysebaert, seconded by Michael Conley-Kuhagen to approve the 2022 budget. Motion carried.

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

E. INFORMATIONAL.

I. Operational Reports

Reports included: Fixed Route and Paratransit Ridership, Micro KPI's for September and October

Director Kiewiz provided a brief overview of the October ridership reports for Fixed Route,

Paratransit and Microtransit.

2. Financial Report

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

3. Director's Report

Director Kiewiz provided an overall update.

The staff attended APTA (American Public Transportation Association) in Orlando. The goal was to look for some new technology for live time feed for cameras, which are cloud-based and CAD AVL systems.

Green Bay Metro issued an RFP for Microtransit services. Microtransit was implemented during the pandemic. The Metro made an amendment for Via to provide those services for us under emergency orders that the FTA had approved. We are required to issue an RFP for Microtransit and to have it completed by June.

UWGB requested increased transportation options, some expanded microtransit and later night service. They are willing to help fund this request. Director Kiewiz will explore options and report back.

4. Next Transit Commission Meeting: Wednesday, December 15, 2021

F. ADJOURNMENT.

Moved by Commissioner Emily Ysebaert, seconded by Ald. Randy Scannell to adjourn at 8:50 a.m.
Motion carried.

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