



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, APRIL 19, 2023, 8:15 AM

TRANSIT

901 University Ave

A. ROLL CALL.

I. Roger Kolb, Chair; Emily Ysebaert, Vice-Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell, Michael Conley-Kuhagen, Terri Refsguard and Hector Rodriguez

Present: Roger Kolb, Michael Conley-Kuhagen, Hector Rodriguez

Excused: Emily Ysebaert, Randy Scannell, Kevin Kuehn, Terri Refsguard

Chair Roger Kolb called the meeting to order at 8:17 a.m. All action items will be held over to the next meeting, due to lack of quorum.

New Transit Commission member, Hector Rodriguez was welcomed. He thanked everyone for his warm welcome and looks forward to serving on the board.

B. APPROVAL OF THE AGENDA.

I. Approval of April 19, 2023 Transit Commission Agenda

No quorum -tabled until the next meeting.

C. APPROVAL OF MINUTES.

I. Approval of the March 22, 2023 Transit Commission Minutes

No quorum - tabled until the next meeting.

D. REGULAR BUSINESS.

I. Discussion/Action: Incidental Use Request - Greyhound

No quorum - tabled until the next meeting.

2. Discussion regarding the *Green Bay Metro 2024-2028 Transit Development Plan (TDP)* public outreach process, Brown County Planning Commission/Green Bay MPO

Lisa Conard noted that Green Bay Metro and the BCPC/Green Bay MPO conducted a survey as part of the beginning stages of preparing a Transit Development Plan (TDP) for the system. The purpose of the plan is to guide improvements for the next five years. The survey was made available to riders and non-riders during the months of February and March. The survey was available online and hard copies were made available. Respondents also had the opportunity to engage in an online mapping exercise. Staff held two public meetings. A total of 169 online and hard copy surveys were completed. Over 250 comments were received.

Lisa Conard summarized the comments contained in the staff report and continued that it is anticipated that a full draft of the report will be presented to the Transit Commission in October and made available to the public for review, comment and public hearing opportunity. Approval consideration is tentatively scheduled for November 15, 2023.

E. INFORMATIONAL.

1. Operational Reports

Included in your packets were the ridership reports for fixed route, microtransit and paratransit. Staff is seeing an increase in ridership on fixed route and microtransit. The GBM On Demand is averaging 14-15 minute wait times.

Director Kiewiz gave a brief overview of the Transit Mutual Insurance Corporation Safety Department Accident Analysis Report. She stated safety is our #1 concern and is why Metro invests in an extensive training program.

2. Financial Report

Director Kiewiz provided a brief overview of the revenue and expense reports. Currently, below budget.

Director Kiewiz commented that Baker Tilley will be conducting our Annual Financial Audit and they will do a presentation of the final audit to the commission at the May meeting.

3. Director's Report

Director Kiewiz provided an update:

On April 3rd we celebrated Green Bay Metro's 50th birthday. Metro received great media publicity and public participation.

Director Kiewiz and the maintenance manager will be heading to Minneapolis to attend the APTA Conference next week.

Director Kiewiz traveled to Madison on April 18th for the WIPTA Spring Legislative Day. She met with legislators sharing the importance of transit to our community.

Staff is still working on the triennial review.

4. Next Transit Commission Meeting: Wednesday, May 17, 2023 at 8:15 a.m.

F. ADJOURNMENT.

The Transit Commission meeting ended at 8:52 a.m.