



# MINUTES OF THE TRANSIT COMMISSION

**WEDNESDAY, AUGUST 20, 2025, 8:15 AM  
TRANSIT  
901 University Ave**

## **A. ROLL CALL.**

- I. Members: Roger Kolb, Chair; Randy Scannell, Vice-Chair; Kevin Kuehn, Secretary; Alderman Craig Stevens, Michael Conley-Kuhagen, Terri Refsguard and Hector Rodriguez.

Present: Roger Kolb, Randy Scannell, Kevin Kuehn, Alderman Craig Stevens, and Dr. Hector Rodriguez

Excused: Terri Resguard, and Michael Conley-Kuhagen

Chair Roger Kolb called the meeting to order at 8:14 a.m.

## **B. APPROVAL OF THE AGENDA.**

- I. Approval of the agenda for the Wednesday, August 20, 2025, meeting of the Transit Commission.

Moved by Randy Scannell, seconded by Hector Rodriguez to approve the August 20, 2025, agenda. Motion carried.

Yes – Roger Kolb, Kevin Kuehn, and Alderman Craig Stevens

No – None, Abstain - None

## **C. APPROVAL OF MINUTES.**

- I. Approval of the minutes from the July 23, 2025, meeting.

Moved by Randy Scannell, seconded by Alderman Craig Stevens to approve the July 23, 2025, minutes. Motion carried.

Yes – Roger Kolb, Kevin Kuehn, and Hector Rodriguez

No – None, Abstain - None

## **D. REGULAR BUSINESS.**

### **I. Discussion/Action: Purchase of Facility Alarm System**

Director Kiewiz shared that Green Bay Metro always puts safety first and shares a concern if someone were to break in or be in the facility when staff opens in the morning. This project will be single sourced with our current vendor, LaForce. They currently provide our facility grounds and building door security access and this will tie into our existing system.

No further discussion was had.

Moved by Randy Scannel, seconded by Kevin Kuehn, to approve the Purchase of Facility Alarm System. Motion carried.

Yes - Roger Kolb, Hector Rodriguez, and Alderman Craig Stevenson

No- None, Abstain - None

## **E. INFORMATIONAL.**

### **I. Operational Reports**

Director Kiewiz stated that we have been working with Genfare on our ridership complications, as there have been some continued issues with on-demand. Our current fareboxes are no longer serviceable by our vendor and they have met their useful life. Our team is working on getting an RFP out soon to replace the exiting fare collection system.

There are no other concerns.

No further discussion was held.

### **2. Financial Reports**

Director Kiewiz provided an overview of the financial report. No concerns or comments at this time, we are on track. It has been a slow process with grants, but they recently moved our low-no grant. The FTA fiscal year is at the end of September and things will start to slow down within that time frame.

No other concerns.

No further discussion was held.

### **3. Director's Report**

Director Kiewiz shared that staff is working on the first round of the budget. Director Kiewiz stated she has no major concerns at this time. She expects it to be a normal budget

year.

No further discussion was held.

4. Next Transit Commission Meeting: September, 17, 2025 at 8:15am.

Motion by Kevin Kuehn, seconded by Randy Scannell, to adjourn at 8:40 a.m. Motion carried.

Yes – Roger Kolb, Hector Rodriguez, and Alderman Craig Stevens

No – None. Abstain - None

## **F. ADJOURNMENT.**

- I. Adjournment of the Wednesday, August 20, 2025, meeting of the Transit Commission.