

**MINUTES**  
**GREEN BAY TRANSIT COMMISSION**  
**Wednesday, July 20, 2016**  
901 University Avenue, Commission Room  
**8:15 a.m.**

**MEMBERS PRESENT:** Roger Kolb, Chair; John Withbroe, Vice Chair; Kevin Kuehn, Secretary; Alderman Randy Scannell Emily Ysebaert, Ron Antonneau and Sierra Spaulding

**STAFF PRESENT:** Patty Kiewiz, Transit Director; Essie Fels, Recording Secretary; Larry Sterckx, Maintenance Manager; Pam Manley, Business Grant Manager; and April Herlache, Transportation Supervisor

**OTHERS PRESENT:** Lisa Conard, Brown County Planning; Vincent Caldara, MV General Manager; Doug Gies and Wayne Gensler

**1. Call the meeting to order**

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

**2. Approval of Agenda**

J. Withbroe made a motion to approve the July 20, 2016 agenda. K. Kuehn seconded the motion. Motion carried.

**3. Approval of the minutes of the June 15, 2016 meeting**

K. Kuehn made a motion to approve the minutes from the June 15, 2016 meeting. E. Ysebaert seconded the motion. Motion carried.

**4. Discussion on Mobility Manager Partnership**

Director Kiewiz stated that a Mobility Manager has been in discussion for some time, including long term plans from Brown County Planning.

Discussion was held on the concept of a Mobility Manager.

Director Kiewiz stated any agreement would be presented to the Transit Commission for approval.

## **5. Marketing Report**

Director Kiewiz stated included in your packets you will find the 2<sup>nd</sup> quarter marketing report. Staff was available to answer any questions.

R. Antonneau commented that he has received many compliments on how the buses look and the cleanliness.

K. Kuehn commented hats off to the driver that waited around the corner for the disabled individual the other day. That was outstanding performance. Director Kiewiz commented that operator was Rich Gretzon.

## **6. Operational Reports**

Director Kiewiz stated in your packets is the operational reports. Director Kiewiz gave a brief overview of the ridership reports for Fixed Route and Paratransit, mobility and bike comparisons on the Fixed Route System; as well as the monthly schedule adherences for June. Director Kiewiz stated she would be happy to answer any questions the Commission might have.

S. Spaulding inquired if the Transit Director is aware if the U-Pass Program will continue and who will be paying for it? Director Kiewiz stated Jeff Gross from Security will be stepping aside and the student government is still working on it. Metro is still waiting for confirmation from UWGB.

## **7. Finance Report**

P. Manley stated in your packets you will find the operating expense report for January through May. She gave a brief overview of the revenue and expense reports. P. Manley stated that if the Commission would have any questions, she would be happy to answer them.

Director Kiewiz stated we will have a summary of where we are with the Greyhound revenue at next month's meeting. Our agreement was \$50,000 commission for 1 year period. Our year is up August 1, 2016.

## **9. Directors Report**

Director Kiewiz stated in your packets she had included a report on funding levels. Metro has applied for multiple grants. The report stated the need for capital investment programs nationally are \$1.647 billion and there is only \$213 million available, resulting in a huge gap. This causes the question to be asked...How do we replace capital needs? Director Kiewiz stated the last four (4) buses that Metro received were funded by the STP-U or Service Transportation Block Grant and the local portion paid by the City of Green Bay. Four additional buses have also just been awarded. It is an ongoing battle and it is important for

Metro to continue to work with our elected officials in Madison as well as Washington D.C. to make them aware of what the needs in our community are.

Once again, Green Bay Metro has partnered with the Packers to provide the G-Line. The G-Line started today and will run through September 3<sup>rd</sup> for the LSU Game. Game Day Routes are ready to be launched. Information has been posted on the website.

K. Kuehn complimented the Transit Director on a job well done connecting our local business on the goals Metro is taking.

Metro has been working on placing shelters. Two new shelters recently located are at The NEW Community Shelter and Syble Hopp School.

## **10. Other Business**

R. Scannell commented that the bus stop at Main Street and Adam Street is nothing but grass and it's worn. Director Kiewiz stated we may be looking at placing some benches. There are locations that are not an option for shelters because of the right away and how close they are to the road. The Creative Outdoor shelters are maintained by them. Metro shelters are placed and cleaned by the maintenance staff.

R. Scannell also inquired how the Quantum Securement System notifies the rider when their stop is. Director Kiewiz stated the Quantum is operating very well. Metro's AVL system alerts riders to where major points of interest and heavily used stops are.

R. Antonneau commented bicycling usage is down statewide.

## **11. Establish the date of the next meeting**

The next meeting of the Transit Commission is scheduled for Wednesday, August 17, 2016 at 8:15 a.m.

## **12. Adjourn**

Motion made by J. Withbroe, seconded by R. Scannell, to adjourn at 9:15 a.m. Motion carried.

Respectfully submitted,

Essie Fels  
Recording Secretary