

Minutes  
Transportation Commission Meeting  
2700 Week Street  
July 14, 2015

**Commissioners in attendance:** Chairperson Nichole Lysne, Karalyn Peterson, Tom Bertram, Fred Hopfensperger, Ald. Mary McComb  
Absent: Elbert Rackow

**Others present:** Ald. Mary Kneebone, Susan Lemke

The meeting was called to order at 5:30 p.m. by Chairperson Nichole Lysne.

**1. Approval of the May 21, 2015 Transportation Commission minutes.**

*Karalyn Peterson moved to approve the minutes from the May 21, 2015 Transportation Commission meeting. Tom Bertram seconded. Ayes all; Nays none; Motion carried.*

**2. May 2015 financial report.**

*Ald. Mary McComb moved to approve the May 2015 financial report. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.*

**3. June 2015 financial report.**

*Fred Hopfensperger moved to approve the June 2015 financial report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.*

**4. North Point route change.**

In an effort to assure compliance with the timelines established for the North Point route, beginning July 20<sup>th</sup> a slight change will be implemented to the route. When North Point departs from the transfer center by Shopko it will travel Strongs to Clark to Church to Centerpoint to Union. It will intersect with Fourth Ave. at Union and will continue on as normal.

**5. 5310 Grant application.**

The 5310 federal grant application is due in August. The 5310 program funds are used specifically for the Travel Training program. The funding covers 80% of operating costs for the program and allows in-kind allowances to cover the 20% local share. Therefore the program is cost neutral to the City. Although the final budget numbers have not yet been established, Manager Lemke anticipates the final operating costs for the program to be very comparable to the 2015 budget of \$102,045. *Fred Hopfensperger moved to approve that the Transit Manager apply for the 5310 Federal Grant dollars to fund the Travel Training program in 2016. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.*

**6. Landscaping project review of bids/award.**

A RFQ has been released to establish a natural landscaped wind/snow barrier consisting of trees, plants and shrubs on the west side of the transit facility. Quotes are due 7/15/15.

**7. Manager's Report**

- ❖ 2nd quarter report
  - Regular category ridership was down 4%, Point Plus ridership was up 4.81%, U-Pass ridership was down 24%, Late Night Transit ridership was up 24%, and Transfers were down 9%. Revenue generated from fares was down 2%.
- ❖ Staff Update
  - The vacant Bus Operator position due to a recent retirement remains open at this time.
- ❖ TMI August training/volunteers needed
  - Transit Mutual Insurance will be conducting three days of "Accident Investigation" training for Supervisors August 11 - 13 for all Wisconsin Transit systems. The Training site will be in Stevens Point at the Transit facility. Volunteers are needed.
- ❖ Discover Downtown Event
  - Free rides will be offered on all fixed route buses on Friday, July 17<sup>th</sup> for the Discover Downtown event. The Trolley will offer free rides on both Friday and Saturday of the event.

- ❖ County/City Transportation Coordination
  - Communications are ongoing at this time.

*Karalyn Peterson moved to approve the Manager's report and place it on file. Tom Bertram seconded. Ayes all; Nays none; Motion carried.*

**8. Next meeting date.**

The next meeting is scheduled for Thursday, August 13, 2015 at 5:30 p.m.

**9. Adjournment.** The meeting was adjourned at 6:40 p.m.