

Minutes  
Transportation Commission Meeting  
October 15, 2015

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

**Others present:** Susan Lemke

**Excused:** Elbert Rackow was excused at 6:30 p.m.; Karalyn Peterson was excused at 6:48 p.m.

The meeting was called to order at 5:34 p.m. by Chairperson Nichole Lysne.

**1. Approval of the August 13, 2015 Transportation Commission minutes.**

*Elbert Rackow moved to approve the minutes from the August 13, 2015 Transportation Commission meeting. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.*

**2. August 2015 financial report.**

*Elbert Rackow moved to approve the August 2015 financial report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.*

**3. September 2015 financial report.**

*Fred Hopfensperger moved to approve the September 2015 financial report. Tom Bertram seconded. Ayes all; Nays none; Motion carried.*

**4. Approval of 2016 Operating and Capital Budgets.**

The 2016 fixed route and paratransit operating expenses, minus contra, equal \$1,824,701. The state and federal contribution is estimated to be 56% for CY2016. When all revenue and subsidies are deducted the estimated local share cost (city) is \$395,760.

The 2016 capital request includes funding for 2 buses, a staff vehicle, and an ADA automatic door opening system, a lawn mower and a maintenance service vehicle. The total cost of the equipment is \$1,023,500. A 5311 grant application has been filed for 80% federal funding. With the 5311 capital funding applied, the local share for the equipment is estimated to be \$204,700.

*Tom Brandt moved to approve the 2016 Operating and Capital budgets as presented. Mary McComb seconded. Ayes all; Nays none; Motion carried.*

**5. Request to re-route the East Side / Crossroads route into 1001 Maple Bluff Road, (Department of Motor Vehicle Building.)**

Karalyn Peterson requested consideration be given to a re-route of the East Side/ Crossroads route to allow individuals closer access to the Department of Motor Vehicles (DMV) facility. Individuals who wish to vote are required to have an identification card which they can obtain from the DMV.

Ms. Peterson is concerned that individuals with disabilities currently need to get from the bus stop at Target to the DMV which may present a challenge for them.

Transit staff will consider the request and bring back the topic for continued discussion next month.

**6. Adjourn into closed session (approximately 6:00 p.m.) pursuant to Wisconsin State Statute 19.85 (1) (e) conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Update on bargaining.**

*At 6:32 p.m. Ald. Mary McComb moved to enter into closed session, seconded by Ald. Mary Kneebone. Ayes all; Nays none; Motion carried.*

*At 6:48 p.m. Ald. Mary McComb moved to return to open session, seconded by Ald. Mary Kneebone. Ayes all; Nays none; Motion carried.*

**7. Manager's Report**

❖ **3<sup>rd</sup> Quarter and year to date reports**

3<sup>rd</sup> quarter Fixed route ridership was down 1.61% (697 rides); Point Plus ridership increased 11.82% (282 rides).

Year to date fixed route operating budget status: 59.45% expended and 40.55% remaining.

Year to date Travel Training operating budget status: 57.49% expended and 42.51% remaining.

Year to date Point Plus operating budget status: 63.43% expended and 36.57% remaining.

❖ **YMCA 7<sup>th</sup> grade student program - update**

In February of 2015 the Transportation Commission agreed to participate in the YMCA 7<sup>th</sup> grade student program offering free rides to and from the YMCA for 7<sup>th</sup> grade members. The program started in September and will run through December 15, 2015.

❖ **Landscape project-update**

The first phase of the snow/wind barrier landscaping project is scheduled to be completed by October 31, 2015.

❖ **Wisconsin Urban and Rural Transit Association Conference**

The Wisconsin Urban and Rural Transit conference will be held October 19-21<sup>st</sup>. The Transit Manager and the Operations Supervisor will attend the conference.

❖ **Federal Transit Administration System Compliance Review**

On September 24, 2015 the Federal Transit Administration conducted a compliance review on the Stevens Point Transit system. Results of the review are pending.

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

**8. Next meeting date.**

November 19, 2015 at 6:00 p.m.

**9. Adjourned.**

The Transportation Commission meeting was adjourned at 7:01 p.m.