

Minutes
Transportation Commission Meeting
April 21, 2016

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

Others present: Susan Lemke

The meeting was called to order at 6:02 p.m. by Chairperson Nichole Lysne

1. Approval of the February 18, 2016 Transportation Commission minutes.

Elbert Rackow moved to approve the minutes of the February 18, 2016 Transportation Commission meeting as presented. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

2. February 2016 financial report.

Fred Hopfensperger moved to approve the February 2016 financial report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

3. March 2016 financial report.

Tom Bertram moved to approve the March 2016 financial report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.

4. Stevens Point Transit (SPT) Paratransit Plan discussion and approval.

The Transportation Commission reviewed the updated SPT Paratransit Plan. The plan was recently updated to include all relevant ADA regulations, and can be viewed on the transit website.

Elbert Rackow moved to approve the revised Stevens Point Transit Paratransit Plan. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

5. Paratransit service hour's discussion.

ADA requires transit systems to provide paratransit services concurrently with hours of operation of fixed route services. To meet compliance with this regulation Stevens Point Transit will need to offer comingled complementary paratransit/fixed route service during late night services. Fixed route buses providing service for the late night program will deviate upon request for an ADA pickup. Additional hours of door to door paratransit service will need to be added to the current program to assure compliance of this regulation. Currently door to door paratransit service hours are 6:45 am to 5:45 pm.; which will need to be extended to 10:00 pm when campus is in session. Manager Lemke will present the budgetary impact of this change to the Commission at future meeting.

6. Adjourn into closed session (approximately 6:30 p.m.) pursuant to Wisconsin State Statute 19.85 (1) (e) conducting other specified public business, whenever competitive or bargaining reasons required a closed session. Update on bargaining.

Ald. Mary Kneebone moved to adjourn into closed session at 6:42 p.m., seconded by Karalyn Peterson. Ayes all; Nays none; Motion carried

Ald. David Shorr moved to return to open session at 7:04 p.m., seconded by Karalyn Peterson. Ayes all; Nays none; Motion carried.

7. 2016 - 5311 Operating and Capital grants update.

Contracts have been received for the following grants:

5311 Federal - Capital - \$368,000 (federal share 80% for 1 bus)

5311 Federal - Operating - \$723,948

85.20 State - Operating - \$303,597

85.205 State - Paratransit Operating - \$16,786

8. FTA 2016 – 5339 (b) Bus and Bus facilities grant opportunity.

Manager Lemke has submitted a grant application through a 5339 (b) competitive grant program for one (1) fixed route bus. Awards will be made later this summer.

9. Manager's Report:

✓ **City/County Coordination Update**

City and County attorneys and staff are currently working on a draft agreement for the consolidated transportation service.

✓ **Bus Procurement Update**

The statewide bus procurement project is on schedule. It is anticipated the Request for Proposal document will be complete and released in September.

✓ **1st quarter reports**

Fixed route ridership for the 1st quarter of 2016 is down 11.27%. Category breakdown is as follows: Adult category ridership increased 3.43%, Senior ridership increased 15.78%, Disabled ridership increased 3.77%, Student ridership decreased 13.62%, UW Connection decreased 19.42% and Late Night Transit decreased 24%. Point Plus ridership increased 5.80%. Revenue increased 5.16%

✓ **Staff Update**

A vacancy due to resignation was filled through the eligibility list.

Elbert Rackow moved to approve the Manager's report and place it on file. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

10. Next meeting date.

May 19, 2016 – 5:30 p.m.