

MINUTES
Transportation Commission Meeting
July 14, 2016

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

Others present: Brett Buechel, Connor Buechel, Susan Lemke

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

1. Approval of the June 16, 2016 Transportation Commission minutes.

Elbert Rackow moved to approve the minutes of the June 16, 2016 Transportation Commission meeting as presented. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

2. June 2016 financial report.

Ald. Mary Kneebone moved to approve the June 2016 financial report. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

3. Request to apply for 5304 federal funding for a five year Transportation Development Plan.

Transit systems are required to prepare Transportation Development Plans (TDP) every five years. Stevens Point Transit's last Transportation Development Plan was the 2009-2014 plan. Manager Lemke indicated although the current plan has expired she wanted to hold off on the development of a new TDP until the decision is made regarding the consolidated City/County system. She felt it would be advantageous to have a plan in place that includes consolidated program planning if the consolidation comes to fruition. WisDot is encouraging Stevens Point Transit to move forward with a new TDP at this time. Manager Lemke is seeking permission to apply for 5304 federal funding which will pay for 80% of the cost to develop the TDP. Manager Lemke anticipates the total cost of the project will be approximately \$70,000, therefore the local share will be approximately \$14,000.

Elbert Rackow made a motion to move forward with applying for the 5304 funding for a new five year Transportation Development Plan. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

4. 2017-5310 Federal funding grant application.

The Stevens Point Transit Travel Training program is funded through a 5310 federal grant. The grant application is due on August 15, 2016. Manager Lemke presented the budget to the Commission for review and approval. The grant allows in-kind contributions to be used as the local share match. The front advertising space on the fixed route vehicles is used as in-kind for this program. The budget includes: Salary/Benefits-\$73,568; Office Supplies-\$1,000; Phone-\$600; Staff mileage/travel-\$2,500; Marketing-\$3,000. Advertising in-kind used as local share match = \$20,500.

Fred Hopfensperger moved to approve the 2017 – 5310 budget for the Travel Training program. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

5. Paratransit service hours.

WisDot recently informed Manager Lemke that Stevens Point Transit's paratransit service hours do not meet current federal regulations. WisDot recommended that SPT increase service hours for the paratransit program. Currently paratransit service pick up times are offered M-F from 6:45 a.m. to 5:30 p.m. year round. The issue occurs when the university is in session and fixed route service is extended to 10:15 p.m. The regulations state that paratransit services must be provided during all hours that fixed route bus service is running. In an effort to comply with the regulations Manager Lemke is proposing that the door to door paratransit service hours be extended to meet compliance.

Manager Lemke feels the extension of service will allow more opportunities for paratransit users. The cost to extend the service for the remainder of 2016 is approximately \$8,778 (local share \$3,753). Based on the semi-annual expenditure reports, the system is operating under budget at this time, therefore funds are available to make the change in service hours.

In regard to the Late Night Transit program, Manager Lemke is recommending a “Comingled Complementary/Fixed Route” service be implemented, which will meet the requirement for paratransit service during late night hours. If a paratransit ride is scheduled during late night hours the closest fixed route bus will deviate from the fixed route to pick up the paratransit rider.

Ald. Shorr moved to expand the paratransit service to assure compliance with current federal regulations by providing paratransit service to match fixed route service hours and to staff and budget accordingly for the remainder of 2016 and beyond. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

6. Accessible parking symbol discussion. (Karalyn Peterson)

Commissioner Karalyn Peterson presented information on a new international symbol of accessibility icon. Although there is currently some debate as to whether or not the icon will be officially adopted, it is allowable for the new symbol to be painted on the asphalt of accessible parking spaces. Commissioner Peterson is employed by Midstate Independent Living Consultants Inc. (MILC). MILC is offering to paint the new accessible symbol, free of charge, to businesses in Stevens Point. If you are interested in learning more about the icon program or would like MILC to paint the new accessibility icon in your accessible parking spaces, please feel free to contact Karalyn at 715-344-4210 or email milc@milc-inc.org

7. Manager’s Report:

✓ **City/County Coordination Update:**

City and County Attorneys are reviewing the draft agreement.

✓ **Tier C funding**

WisDot reported there will be new programs added to the Tier C in 2017. Tier C is the 5311/85.20 program of which Stevens Point Transit is included. WisDot is unable to determine at this time whether the current 57.29% combined funding level will be maintained for 2017.

Elbert Rackow moved to approve the Manager’s report and place it on file. Seconded by Nichole Lysne. Ayes all; Nays none; Motion carried.

8. Next meeting date.

August 17, 2016 – 5:30 p.m.

9. Adjourn.

The meeting was adjourned at 6:40 p.m.