

Minutes  
Transportation Commission Meeting  
April 5, 2012

**Commission members in attendance:** Chairperson- Nichole Lysne, Bob Woehr, Ald. Mary Stroik, Elbert Rackow

Absent: Fred Hopfensperger, Ald. Jeremy Slowinski, Hans Walther

**Others present:** Susan Lemke

The meeting was called to order at 5:36 p.m. by Chairperson Lysne.

**1. Approval of minutes from the January 26, 2012 Transportation Commission meeting.**

Bob Woehr moved to approve the minutes of the January 26, 2012 meeting. Elbert Rackow seconded. Ayes all; Nays none; Motion carried.

**2. Paratransit Vehicle Procurement.**

The Commission reviewed the procurement specifications document for new paratransit vehicles. The vehicles will be used for the door to door Point Plus service. Point Plus serves individuals with disabilities who are unable to use the fixed route bus system. The vehicles are small buses which can accommodate two wheelchairs in addition to ambulatory riders. Four vehicles will be purchased from a state vehicle contract for a total cost of \$224,828. The City will be reimbursed 90% of costs for ADA equipment and 80% of the cost for non-ADA equipment on the vehicles. The estimated local share cost will be \$40,000. Purchase of the vehicles is pending the approval of the Board of Public Works and Council. Anticipated arrival will be 120-150 days following notification of order to manufacturer.

**3. Manager's Report:**

- Staff update.

The LNT supervisor position has been filled by a Bus Operator who applied for the position. This created another Bus Operator vacancy in addition to the vacancy created by a retirement. One Bus Operator has been hired and additional candidates are being sought for the second open position.

- Facility construction update.

The new facility construction contract was awarded to Ellis Stone.

- Facility furnishings procurement.

Manager Lemke is developing an Invitation for Bid for facility furnishings which will be funded through an ARRA grant. There will be no local share funding for this project as it will be covered 100% through federal funds.

- New Copp's bus stop.

Front door service will be provided to the new **Copp's** grocery store upon completion.

- Bus Advertising.

An additional bus wrap has been sold and will be installed the week of April 9th. The contract is with Security Health for a nine month period and will generate \$3,443.00 in additional revenue for the transit system.

- Travel training program update.

The Travel Training program is going well. Since January the Travel Trainer enrolled 15 new clients into the one-on-one program, five of these individuals have graduated from the program and use the bus frequently, she continues to work with the other individuals. She has accomplished 149 telephone trainings, 11 presentation/group trainings, and 120 face to face meetings in which she met once with individuals to train them.

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

#### **4. Freedom passes**

The Freedom pass program allows grade school through high school students the opportunity to purchase a pass which allows them unlimited rides on the fixed route bus system during summer break. The pass costs \$20.00. Last year thirty-six passes were sold.

The Commission felt the program should be continued in 2012.

Bob Woehr moved to continue the Freedom pass program in 2012, and bring it back for discussion in February of 2013. Elbert Rackow seconded. Ayes all; Nays none; Motion carried.

#### **5. Next meeting date.**

May 24, 2012, 5:30 pm, at the Aging and Disability Resource Center.

#### **6. Adjourn.**

The meeting was adjourned at 6:21 pm