

## Minutes

### SHEBOYGAN TRANSIT COMMISSION

Tuesday, January 19, 2010 at 5:00 p.m.

Third Floor Conference Room – City Hall

**Members:** Richard Hiers, Chair; Lee Montemayor, Vice-Chair; Mayor Bob Ryan; Ald. Mark Hanna; Ald. James Gischia; Ald. Jean Kittelson; Jim Gilligan; Christopher Domagalski; Paulette Enders; Ron McDonald (Ex-officio Member)

**Others in attendance:** Kevin Kellner, Deputy Transit Director; Ann Koeller, Administrative Assistant; Scott Navis, ATU #998; Ald. Joe Hiedemann for Ald. James Gischia; Milton Storm; Jeff Mehn, Children's Museum; Jeff Agee-Aguayo, Bay Lake Regional Planning Commission; Ed Wackowski

#### Absent/ Excused:

1. Call to order

5:00 PM

2. Pledge of Allegiance

3. Approve Minutes from November 17 & December 22, 2009 Meeting

A motion to approve the minutes was made by Lee Montemayor and seconded by Ald. Mark Hanna. All ayes, motion carried.

4. Public Input (Time limits are at the discretion of the Commission)

Milton Storm commented about the bus service.

5. Business Items:

- 5.1. Above and Beyond Children's Museum regarding parking within Municipal Lot 2, Jeff Mehn to attend

Jeff Mehn requested 2 parking stalls in Lot #2 in exchange for the use of the empty lot next to the Children's Museum, which is owned by the Children's Museum, where snow is currently being removed from Lot #2 and stored.

A motion was made by Ald. Mark Hanna to grant this request as long as no other businesses in the area are needing to rent those stalls and the Children's Museum signs a Hold Harmless agreement. Ald. Jean Kittelson seconded the motion. All ayes, motion carried.

- 5.2. Bay Lake Regional Planning Commission Survey and Transportation Development Program Update, Jeff Agee-Aguayo to attend

Jeff Agee-Aguayo outlined a schedule for the upcoming Transit Development Program (TDP). Mr. Agee-Aguayo summarized results of the passenger opinion survey conducted in October, 2009.

Mr. McDonald stated the survey supports the theory that ridership losses in 2009 are attributable to the recession and job losses in Sheboygan. Other transit systems in the state experienced ridership losses similar to Sheboygan in 2009, including the City of Oshkosh.

- 5.3. Com. No. 60 - 09 - 10. December 7, 2009. Submitting a communication from Donna Reseburg, Medical Hearing Associates, regarding concerns about their "bus stop crossings" relating to patients with hearing and visual impairments

The Public Protection & Safety Committee is working to install a crosswalk to address Ms. Reseburg's concern.

A motion to accept and file this communication was made by Jim Gilligan. Seconded by Lee Montemayor. All ayes, motion carried.

- 5.4. Municipal ordinance related to payment of Transit and Parking Utility expenditures

The Transit Director, Ron McDonald, is requesting the following Ordinance be approved.

Gen. Ord. No. - 09 - 10. By Alderpersons Kittelson, Hanna and Gischia. February 1, 2010.

AN ORDINANCE repealing and recreating Section 2-563 of the Municipal Code relating to fiscal control of Transit Commission expenditures, so as to conform with current practice.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Section 2-563 of the Sheboygan Municipal Code entitled "Fiscal control" is hereby repealed and recreated to read as follows:

*"Sec. 2-563. Fiscal control.*

Unless otherwise authorized by the transit commission, all books of accounts shall be kept in the office of the city finance director/treasurer. All transit commission expenditures shall be approved by the transit director and shall be paid by the city in the manner provided by ordinance. A payment register shall be reviewed by the transit commission or its designee."

Section 2. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

Jim Gilligan made the following motion: Approve the ordinance language as written; the Chairman of the Transit Commission shall be the designee; forward the ordinance language to the Common Council for passage. Lee Montemayor seconded the motion.

After a lengthy discussion, Lee Montemayor made a motion to call to question. Jim Gilligan seconded the motion. 8 ayes, 1 nay (Ald. Mark Hanna). Motion carried.

Vote on original motion made by Jim Gilligan.  
8 ayes, 1 nay (Ald. Mark Hanna). Motion carried.

## 6. Information Items:

### 6.1. Departmental correspondence

Sheboygan Transit bus ridership declined 74,531 (14.0%) passenger trips year in calendar year 2009. Revenue is down \$38,403 (9.7%) year to date. However, a decrease was expected of \$17,708 due to the contract termination with Aurora. With that adjustment, revenue was down \$20,695 or 5.5%.

Sheboygan Transit's RTC division provided 65,786 passenger trips in calendar year 2009 and estimated revenue is \$174,391. Although RTC ridership declined 4,302 (-6.1%) passenger trips compared to 2008, revenue estimates increased \$16,428 (10.4%) for calendar year 2009.

The Sheboygan Parking Utility year end revenue is not yet finalized from the Finance Department.

### 6.2. CDBG Application submitted

The Community Development Block Grant application was submitted to the Economic Development & Planning Department on Friday, January 15, 2010. An Interview is scheduled for Wednesday, January 20, 2010.

Next meeting date will be February 16, 2010

A motion was made by Lee Montemayor and seconded by Ald. Jean Kittelson to adjourn meeting. All ayes, motion carried.

Meeting Adjourned.

Respectfully submitted by:

Ann Koeller, Administrative Assistant