

Minutes

SHEBOYGAN TRANSIT COMMISSION Tuesday, February 18, 2014 at 5:00 p.m. *City Hall – 3rd Floor Conference Room*

Members: Ald. Darryl Carlson, Chair; Ald. John Belanger (Proxy for Ald. Don Hammond), Vice Chair; Mayor Michael Vandersteen; Ald. Joseph Heidemann; Ryan Zinkel; Chief Domagalski; Chad Pelishek; Charles Windsor; Michael Helmke; Derek Muench, (ex-officio member)

Others in Attendance: Ann Koeller, Administrative Coordinator

1. Call to order

5:00 pm

2. Pledge of Allegiance

3. Approval of the minutes from the December 17, 2013, January 7 and January 14, 2014 meetings.

A motion to approve the minutes was made by Ald. John Belanger, seconded by Mayor Michael Vandersteen. All ayes. Motion approved unanimously.

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

None

5. Transit and Parking Monthly Reports

Transit Ridership decreased 7.8% for January. Schools were closed 3 days due to the weather. Metro Connection provided 2,875 passenger trips. Parking is tracking as expected.

6. Municipal Parking Lot #13 and Lot #14 set up and parking fees

Ald. John Belanger made a motion to authorize staff to negotiate with US Bank regarding their portion of Lot #13, convert the City owned portion of both Lots #13 and #14 to reserved parking only, eliminate the parking lot attendants and to continue moving forward with this plan. Commissioner Charles Windsor seconded the motion.

The City will no longer maintain the portion of the parking lots not owned by the City. A letter will be drafted to the land owner informing them of the changes. Staff will notify the public and area business owners of the changes.

Ald. John Belanger motioned to amend the 1st motion to include assigning the parking fees as the current rental fees are for all the Municipal parking lots (\$29 per month per stall). Commissioner Charles Windsor seconded the motion.

All ayes. Motion approved unanimously.

*Persons with disabilities who need accommodations to attend this meeting should contact
Shoreline Metro, 608 S. Commerce Street, 920.459.3285*

7. Update on Metro Connection Ecolane dispatch software

Transit Staff is in the process of working with Ecolane through initial phases to get the software implemented. The Council needs to approve the transfer of funds for the local share portion of the funding from the 2013 budget.

8. ADA Paratransit Plan

Commissioner Mike Helmke motioned to approve the ADA Paratransit Plan. Ald. John Belanger seconded the motion. All ayes. Motion approved unanimously.

9. Rider Survey information requested by Commissioner Charles Windsor

A motion to file this item was made by Ald. John Belanger. Commissioner Charles Windsor seconded the motion. All ayes. Motion approved unanimously.

10. R.O. No 245 – 13 – 14. By City Clerk. January 20, 2014

Submitting a communication from George Longo requesting that Bus Route # 5 return back to its previous scheduled route.

A motion to file this item was made by Chad Pelishek, seconded by Ald. Joe Heidemann. All ayes. Motion approved unanimously.

11. "Try Transit week" activities. March 3rd – 9th

Mayor Michael Vandersteen would like the Transit Staff to develop a plan and bring it back to this Commission.

12. Google Transit

Derek Muench gave an overview of the new Google Transit trip planning software to the Transit Commission. This will be ready for customers to use in a few weeks.

13. Next meeting date is March 18, 2014.

14. Ald. John Belanger motioned to adjourn meeting. Ald. Joe Heidemann seconded the motion. All ayes.

Meeting Adjourned

Respectfully submitted by:

Ann Koeller, Administrative Coordinator