

*****ATTACHMENTS*****

SHEBOYGAN TRANSIT COMMISSION MINUTES 5:00 PM (Tuesday, October 6, 2015)

Generated by Ann Koeller on Thursday, October 8, 2015

1. OPENING OF MEETING

1.1 Call to Order

5:00pm

1.2 Pledge of Allegiance

1.3 Approval of the minutes from the August 18, 2015 meeting.

Chad Pelishek motioned to approve the minutes. Mayor Michael Vandersteen seconded the motion. All ayes, motion approved unanimously.

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

None

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

2.1 Request by Henry Jung/Balzer Apartments for 24-hour reserved parking in Lot 7.

After discussion a motion was made by Mayor Michael Vandersteen to hold this item and have Parking staff conduct more research and bring back to this Commission. Three (3) Ayes (Vandersteen, Windsor, Zinkel), Three (3) Nays (Domagalski, Pelishek, Belanger). Motion failed. Chad Pelishek made a motion to file this request. Ryan Zinkel seconded the motion. All ayes, motion approved unanimously.

2.2 Purchase of Heating Units for Transit Facility/Parking Garage (>\$20,000).

Mayor Michael Vandersteen motioned to approve this item. Chief Domagalski seconded the motion. Chad Pelishek recommended looking into a Focus on Energy savings grant. All ayes, motion approved unanimously.

2.3 Transit and Parking Monthly Reports

Transit: August Ridership: 31,994 August Revenue: \$28,194

Metro Connection: August Ridership: 2,596 August Revenue: \$20,465

September Ridership: 2,764 September Revenue: \$21,067

Parking: August Meter Revenue: \$9,339 August Stall Rental Revenue: \$4,931

September Meter Revenue: \$10,084 September Stall Rental

Revenue: \$465

Chad Pelishek motioned to approve the reports. Chief Domagalski seconded the motion. All ayes, motion approved unanimously.

2.4 Discussion involving possible revisions to Route 30

It was recommended that Transit staff bring a plan forward to this Commission rectifying the inefficiencies' and ineffectiveness of Route 30.

2.5 Purchase of Parking and Revenue Control Equipment from TAPCO for Lot 14

Chad Pelishek motioned to approve this purchase. Charles Windsor seconded the motion. All ayes, motion approved unanimously.

2.6 Director's Report

3. ADJOURN

3.1 Motion to Adjourn

3.2 Next Meeting Date: November 17, 2015 - 5:00 P.M. at City Hall

| 3-Nov-15 | TOTAL PARKING REVENUE | | | | |
|------------------------------|-----------------------|------------------|------------------|------------------|-----------------------|
| 2015 | METERS | ATTENDED LOTS | STALL RENTALS | 2015 TOTAL | Quarterly Revenue |
| JAN | \$7,681 | \$0 | \$47,112 | \$54,793 | 1st qtr.= \$96,989 |
| FEB | \$7,422 | \$0 | \$7,176 | \$14,598 | |
| MAR | \$8,509 | \$0 | \$19,089 | \$27,598 | |
| APR | \$8,820 | \$0 | \$5,289 | \$14,109 | 2nd qtr.= \$46,587 |
| MAY | \$8,350 | \$0 | \$446 | \$8,796 | |
| JUN | \$12,267 | \$0 | \$11,415 | \$23,682 | |
| JLY | \$9,339 | \$0 | \$4,931 | \$14,270 | 3rd qtr.= \$48,597 |
| AUG | \$10,084 | \$0 | \$465 | \$10,549 | |
| SEP | \$11,205 | \$0 | \$12,573 | \$23,778 | |
| OCT | \$8,696 | \$0 | \$2,236 | \$10,932 | 4th qtr.= \$10,932 |
| NOV | | | | \$0 | |
| DEC | | | | \$0 | |
| Total Parking Revenue | \$92,373 | \$0 | \$110,732 | \$203,105 | \$203,105 |

COMMENTS:

| 3-Nov-15 | TOTAL PARKING REVENUE | | | | |
|------------------------------|-----------------------|------------------|------------------|------------------|-----------------------|
| 2014 | METERS | ATTENDED LOTS | STALL RENTALS | 2014 TOTAL | Quarterly Revenue |
| JAN | \$8,800 | \$3,274 | \$0 | \$12,074 | 1ST QTR = \$75,289 |
| FEB | \$7,851 | \$3,648 | \$0 | \$11,499 | |
| MAR | \$9,542 | \$3,699 | \$38,475 | \$51,716 | |
| APR | \$9,376 | \$3,482 | \$9,488 | \$22,346 | 2ND QTR = \$64,579 |
| MAY | \$8,775 | \$3,177 | \$306 | \$12,258 | |
| JUN | \$10,197 | \$2,952 | \$16,826 | \$29,975 | |
| JULY | \$10,721 | \$2,785 | \$3,121 | \$16,627 | 3RD QTR = \$56,830 |
| AUG | \$9,638 | \$2,653 | \$503 | \$12,794 | |
| SEPT | \$7,052 | \$2,710 | \$17,647 | \$27,409 | |
| OCT | \$14,684 | \$3,397 | \$3,170 | \$21,251 | 4TH QTR = \$46,745 |
| NOV | \$4,900 | \$2,334 | \$729 | \$7,963 | |
| DEC | \$12,209 | \$3,300 | \$2,022 | \$17,531 | |
| Total Parking Revenue | \$113,745 | \$37,411 | \$92,287 | \$243,443 | \$243,443 |

Agency Billing Summary Report



Date range: 10/01/2015 - 10/31/2015. Counted passenger types: clients, assistants, children, family members, companions, other passengers.
Cancel Types: All cancels.

Totals for All Funding Sources

Totals

| Client Trips Completed | Riders | Cancels | Noshows | Passenger Miles | | Passenger Hours | |
|------------------------|--------|---------|---------|-----------------|-----------|-----------------|----------|
| | | | | Estimated | Actual | Estimated | Actual |
| 2,793 | 2,842 | 0 | 35 | 16,972.88 | 18,888.79 | 1,206.83 | 1,220.12 |

Subscriptions and Their Share of All

| Client Trips Completed | Riders | Cancels | Noshows | Passenger Miles | | Passenger Hours | |
|------------------------|------------|---------|---------|-----------------|-------------|-----------------|----------|
| | | | | Estimated | Actual | Estimated | Actual |
| 1,854 66 % | 1,854 65 % | 0 0 % | 26 74 % | 12,477 74 % | 14,021 74 % | 866 72 % | 884 72 % |

\$ Amount Based On

| Cash | No Pay | Punch Pass | Token | Total | Total Cash |
|------|--------|------------|-------|-------|------------|
| 58 | 683 | 353 | 2188 | 3282 | 21837.30 |

Agency Trips And Clients Count

Only completed trips are counted.

| | Agency Clients Count | | | | | Agency Trips Count | | | | | Additional Riders | |
|--------------|----------------------|-----------|---------|---------|--------|--------------------|-----------|---------|---------|--------|-------------------|----|
| | -14 yrs | 14-65 yrs | 65+ yrs | Unknown | Totals | -14 yrs | 14-65 yrs | 65+ yrs | Unknown | Totals | | |
| AM | 1 | 60 | 119 | 8 | 188 | 8 | 1,380 | 1,076 | 48 | 2,510 | Assistants | 49 |
| ST | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Children | 0 |
| WC | 0 | 13 | 14 | 0 | 27 | 0 | 216 | 68 | 0 | 284 | Family Members | 0 |
| Total | 1 | 73 | 133 | 8 | 215 | 8 | 1,596 | 1,144 | 48 | 2,794 | Companions | 0 |
| Disabled | 0 | 5 | 5 | 0 | 10 | 0 | 47 | 33 | 0 | 80 | Others | 0 |
| Non disabled | 1 | 68 | 127 | 8 | 204 | 8 | 1,549 | 1,111 | 48 | 2,714 | Total | 49 |

System Productivity



Estimated times and distances are based on scheduled values, actuals are based on drivers reports. The total number of trips excludes canceled trips. It includes no-shows, but rides per hour excludes no-shows.

Date range: 10/01/2015 - 10/31/2015. Counted passenger types: clients, assistants, children, family members, companions, other passengers. Information is grouped by month.

| Period | VOMS | Distinct Runs | Trips | | Source | Deadhead | | Service | | Revenue | | Rides per hour |
|----------------|-----------------|------------------|-------------|-----------|------------|---------------|----------------|----------------|-----------------|---------------|-----------------|----------------------|
| | | | Total | Nosho | | time, h | distance, | time, h | distance, | time, h | distance, | |
| 2015.10 | 9 | 9 | 2877 | 35 | Est | 117.33 | 1636.49 | 1061.34 | 11652.73 | 944.01 | 10016.24 | 3.01 |
| | | | | | Act | 188.58 | 2003.40 | 1076.93 | 13660.10 | 888.35 | 11656.70 | 3.20 |
| Summary | 9 | | 2877 | 35 | Est | 117.33 | 1636.49 | 1061.34 | 11652.73 | 944.01 | 10016.24 | 3.01 |
| | | | | | Act | 188.58 | 2003.40 | 1076.93 | 13660.10 | 888.35 | 11656.70 | 3.20 |
| Average | All days | 5 | 5 | | | | | | | | | |
| | Mon-Fri | 6 | 6 | | | | | | | | | |
| | Sat | 1 | 1 | | | | | | | | | |
| | Sun | null | null | | | | | | | | | |

Agency Billing Summary Report



Date range: 09/01/2015 - 09/30/2015. Counted passenger types: clients, assistants, children, family members, companions, other passengers.
Cancel Types: All cancels.

Totals for All Funding Sources

Totals

| Client Trips Completed | Riders | Cancels | Noshows | Passenger Miles | | Passenger Hours | |
|------------------------|--------|---------|---------|-----------------|-----------|-----------------|----------|
| | | | | Estimated | Actual | Estimated | Actual |
| 2,723 | 2,764 | 0 | 38 | 17,201.64 | 18,866.00 | 1,230.44 | 1,235.11 |

Subscriptions and Their Share of All

| Client Trips Completed | Riders | Cancels | Noshows | Passenger Miles | | Passenger Hours | |
|------------------------|------------|---------|---------|-----------------|-------------|-----------------|----------|
| | | | | Estimated | Actual | Estimated | Actual |
| 1,850 68 % | 1,850 67 % | 0 0 % | 16 42 % | 12,824 75 % | 14,254 76 % | 905 74 % | 916 74 % |

\$ Amount Based On

| Cash | No Pay | Punch Pass | Token | Total | Total Cash |
|------|--------|------------|-------|-------|------------|
| 63 | 682 | 330 | 2152 | 3227 | 21072.20 |

Agency Trips And Clients Count

Only completed trips are counted.

| | Agency Clients Count | | | | | Agency Trips Count | | | | | Additional Riders | |
|--------------|----------------------|-----------|---------|---------|--------|--------------------|-----------|---------|---------|--------|-------------------|----|
| | -14 yrs | 14-65 yrs | 65+ yrs | Unknown | Totals | -14 yrs | 14-65 yrs | 65+ yrs | Unknown | Totals | | |
| AM | 1 | 60 | 118 | 11 | 190 | 6 | 1,291 | 1,100 | 46 | 2,443 | Assistants | 41 |
| ST | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | Children | 0 |
| WC | 0 | 15 | 11 | 1 | 27 | 0 | 201 | 76 | 3 | 280 | Family Members | 0 |
| Total | 1 | 75 | 129 | 12 | 217 | 6 | 1,492 | 1,176 | 49 | 2,723 | Companions | 0 |
| Disabled | 0 | 3 | 3 | 0 | 6 | 0 | 21 | 22 | 0 | 43 | Others | 0 |
| Non disabled | 1 | 72 | 125 | 12 | 210 | 6 | 1,471 | 1,154 | 49 | 2,680 | Total | 41 |

System Productivity



Estimated times and distances are based on scheduled values, actuals are based on drivers reports. The total number of trips excludes canceled trips. It includes no-shows, but rides per hour excludes no-shows.

Date range: 09/01/2015 - 09/30/2015. Counted passenger types: clients, assistants, children, family members, companions, other passengers. Information is grouped by month.

| Period | VOMS | Distinct Runs | Trips | | Source | Deadhead | | Service | | Revenue | | Rides per hour |
|----------------|-----------------|------------------|-------------|-----------|------------|---------------|----------------|----------------|-----------------|---------------|-----------------|----------------------|
| | | | Total | Nosho | | time, h | distance, | time, h | distance, | time, h | distance, | |
| 2015.9 | 10 | 9 | 2802 | 38 | Est | 119.90 | 1742.84 | 1073.20 | 12060.38 | 953.30 | 10317.54 | 2.90 |
| | | | | | Act | 177.55 | 2096.20 | 1086.19 | 14028.90 | 908.64 | 11932.70 | 3.04 |
| Summary | 10 | | 2802 | 38 | Est | 119.90 | 1742.84 | 1073.20 | 12060.38 | 953.30 | 10317.54 | 2.90 |
| | | | | | Act | 177.55 | 2096.20 | 1086.19 | 14028.90 | 908.64 | 11932.70 | 3.04 |
| Average | All days | 5 | 5 | | | | | | | | | |
| | Mon-Fri | 6 | 6 | | | | | | | | | |
| | Sat | 1 | 1 | | | | | | | | | |
| | Sun | null | null | | | | | | | | | |