

AGENDA

**MASS TRANSIT COMMISSION
WEDNESDAY, AUGUST 12, 2020
MONONA CITY HALL
5211 SCHLUTER ROAD
6:00 P.M.**

Remote Teleconference Meeting via ZOOM

NOTICE OF ELECTRONIC MEETING

Due to the current state of emergency because of the COVID-19 pandemic, this meeting will be conducted via electronic videoconferencing/teleconferencing. As such, it is likely that some or all members of, and a possible quorum, may be in attendance via electronic means and not physically present. In accordance with Wisconsin law, the meeting will remain open to the public. The public may still attend in person at the location stated in this agenda. However, due to the need to maintain social distancing in accordance with Emergency Order #7 of Public Health Madison & Dane County dated July 1, 2020 and the limited physical space available, the public is encouraged and requested to also attend via electronic means. Directions to do so are listed at the bottom of this agenda. Upon reasonable notice, the needs of disabled individuals will be accommodated through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at 608-222-2525.

1. Call To Order
2. Roll Call
3. Appearances
4. Approval of Minutes of the February 12, 2020 & July 8, 2020
5. Unfinished Business
 - A. 2020 Ridership Report
 - B. Covid 19 Update
6. New Business
 - A. Approval of the 2021 Transit Operating Budget
 - B. Covid 19 Update
7. Adjournment

DIRECTIONS TO ATTEND MEETING ELECTRONICALLY

You may attend via videoconference at <https://us02web.zoom.us/j/85337415007> or by downloading the free Zoom program to your computer at <https://zoom.us/download>. At the date and time of the meeting log on through the Zoom program and enter Meeting ID: 853 3741 5007.

You may attend via telephone conference by calling the following phone number:

PHONE NUMBER: 1-312-626-6799 / MEETING ID: 853 3741 5007, FOLLOWED BY #

Please mute your phone when not speaking to ensure best possible audio quality.

PUBLIC APPEARANCE BY ZOOM

Persons interested in publicly appearing before the Finance & Personnel Committee via computer or phone on the Zoom application are asked to submit an [Appearance Before a City Committee form](#) so that we can accommodate all online and phone requests to speak. Please submit your form as soon as possible. Requests will be accepted before and during the meeting until the Appearances section is closed. Requests submitted after the Appearances section is closed will not be able to speak. Link to form:

<https://www.mymonona.com/FormCenter/Committee-Application-11/Appearance-Before-a-Committee-Citizen-Co-82>

WRITTEN COMMENTS

You can send written comments on agenda items to mhoutakker@ci.monona.wi.us.

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Marc Houtakker at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

MH

MASS TRANSIT COMMISSION MINUTES
February 11, 2020

The regular meeting of the Mass Transit Commission for the City of Monona was called to order by Chairman Grupe at 6:31 p.m.

Present: Chairman Grupe, Andrew Petro, Jim Keck, Doug Paul and Kristie Schilling

Absent: None

Also Present: Finance Director Marc Houtakker

APPROVAL OF MINUTES

A motion by Ms. Moore seconded by Ms. Schilling to approve the February 12, 2020 minutes was carried.

APPEARANCES

None

UNFINISHED BUSINESS

Finance Director Houtakker updated the commission on the 2019 ridership report. The ridership report was updated thru December 2019. Finance Director Houtakker noted the overall ridership increased by 560 from last year. The Monona Express has increased 70% since 2009. Finance Director Houtakker noted the Monona lift had an increase of 196 rides compared to last year. Finance Director Houtakker noted the large increase in ridership from the free ride.

Mr. Houtakker talked about how successful the free ride week in September is with the increased ridership. Mr. Houtakker recommended a second free week in May for the start of the summer months which usually are our lower ridership months. The Commission was in favor of the free ride week for the first full week in May. The Commission proposed having the free ride week be the first full week in May or the week of May 4th. The Commission approved a Free Ride Week starting May 4th.

NEW BUSINESS

Mr. Houtakker updated the Commission about the proposed bus stop for the Monona Express at Winnequah Park was removed from the 2020 Capital Budget. The Commission asked Mr. Houtakker to look into putting a bus stop at Winnequah Road and Healy Lane without the Healy Lane parking project proposed by the Park and Recreation Department. The Commission asked if the Commission was able to get private donations would the City agree to the bus shelter. Mr. Houtakker will update the Commission at the next meeting.

Mr. Houtakker also updated the Commission that the City Council approved \$10,000 in the 2020 Capital Budget for a Metro Bus Stop near Wal-Mart. This bus stop is heavily used by Metro riders. Mr. Houtakker stated the Public Works Director Dan Stephany was able to order the bus shelter with solar panels from a light at the bus stop and stay within budget.

ADJOURNMENT

A motion by Mr. Keck, seconded by Mr. Petro to adjourn, was carried. (7:10p.m.)

Marc Houtakker
Finance Director

Ridership Report
Monona Express

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Variance
Jan	529	843	979	878	789	871	988	844	983	1,136	1,053	1,260	207
Feb	515	862	827	781	799	841	921	949	968	1,105	1,183	1,246	63
Mar	542	943	1,031	760	791	883	921	1,055	1,090	1,163	1,100	654	(446)
Apr	551	826	839	668	767	918	830	882	909	1,157	1,121	40	(1,081)
May	465	801	717	707	731	757	689	719	955	966	1,019	17	(1,002)
Jun	529	743	746	560	635	644	694	770	905	780	909	44	(865)
Jul	543	686	607	548	628	604	662	597	794	940	921	69	(852)
Aug	541	635	638	591	643	556	626	746	983	1,016	955		
Sep	690	718	671	535	606	795	771	843	856	993	1,104		
Oct	798	722	698	590	686	866	752	885	971	1,116	1,232		
Nov	924	724	682	589	687	814	712	892	1,036	1,002	1,174		
Dec	840	726	690	508	707	847	717	865	902	795	958		
	7,467	9,229	9,125	7,715	8,469	9,396	9,283	10,047	11,352	12,169	12,729	3,330	(3,976)

Monona Lift

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Riders	Variance
Jan	501	639	567	623	535	439	457	419	468	438	367	565	198	
Feb	528	701	553	559	497	437	476	501	466	382	414	481	67	
Mar	585	819	698	605	561	436	575	489	559	473	475	408	(67)	
Apr	607	726	541	482	552	533	482	408	428	455	548	253	(295)	
May	484	701	539	601	576	526	430	478	498	471	529	281	(248)	
Jun	601	632	606	545	498	542	463	530	470	486	450	306	(144)	
Jul	549	590	482	615	577	513	479	408	404	457	551	299	(252)	
Aug	595	533	519	651	580	489	484	529	458	534	480			
Sep	601	632	555	683	513	518	535	523	477	484	489			
Oct	328	366	580	529	599	521	557	565	479	562	610			
Nov	507	644	551	540	438	406	467	503	455	503	472			
Dec	535	545	526	539	489	489	478	497	464	448	504			
	6,421	7,528	6,717	6,972	6,415	5,849	5,883	5,850	5,626	5,693	5,889	2,593	(741)	
Total	13,888	16,757	15,842	14,687	14,884	15,245	15,166	15,897	16,978	17,862	18,618		(4,717)	

JULY Date	Ridership AM Loop				Total
	1	2	3	4	
1	-	1	-	-	1
2	1	1	-	-	2
3	-	1	-	-	1
6	-	1	-	-	1
7	-	1	-	-	1
8	-	1	-	-	1
9	-	-	-	-	-
10	-	1	-	2	3
13	-	2	-	-	2
14	-	1	-	-	1
15	-	1	-	-	1
16	-	1	-	-	1
17	-	1	-	-	1
20	-	1	-	-	1
21	1	1	-	-	2
22	1	2	-	-	3
23	-	1	-	-	1
24	-	1	-	-	1
27	-	1	-	-	1
28	-	1	-	1	2
29	2	1	-	-	3
30	-	1	-	-	1
31	1	1	-	-	2
Total	6	24	-	3	33
Total days	23	23	23	23	23
Avg per Day	0	1	-	0	1

JULY Date	Ridership AM Loop				Total
	1	2	3	4	
1	-	1	-	-	1
2	-	1	-	-	1
3	1	-	-	-	1
6	-	1	-	-	1
7	1	1	-	1	3
8	-	1	-	-	1
9	-	-	-	-	-
10	1	1	-	-	2
13	-	1	-	-	1
14	-	1	-	-	1
15	-	1	-	-	1
16	-	1	-	-	1
17	-	1	-	1	2
20	-	1	-	-	1
21	-	1	-	1	2
22	-	1	-	1	2
23	-	1	1	-	2
24	-	1	-	-	1
27	-	1	-	-	1
28	-	1	-	-	1
29	-	1	-	2	3
30	-	1	-	-	1
31	1	2	-	-	3
Total	4	22	1	6	33
Total days	23	23	23	23	23
Avg per Day	0	1	0	0	1