

AGENDA

**MASS TRANSIT COMMISSION
WEDNESDAY, JANURARY 13, 2021
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 December 9, 2020
5. Unfinished Business
 - A. Ridership Report
 - B. Update on Covid 19
6. New Business
 - C. Transit RFP for 2022-26
 - D. Transit Marketing Plan for Post Covid 19
 - E. Transit Survey
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
DECEMBER 9, 2020

The regular meeting of the Mass Transit Commission for the City of Monona was called to order by Chairman Grupe at 6:00 p.m.

Present: Chairman Grupe and Goforth, Andrew Petro, Jim Keck, Doug Paul and Addi Faerber

Absent: None

Also Present: Finance Director Marc Houtakker

APPROVAL OF MINUTES

Moved to the next meeting

APPEARANCES

None

UNFINISHED BUSINESS

Finance Director Houtakker updated the commission on the 2020 ridership report. The ridership report was updated thru November 2020. Finance Director Houtakker noted the overall ridership decreased by 8,037 from last year, because of Covid 19. The Monona Express is averaging about 1 rider per day per loop. Finance Director Houtakker also noted the Monona lift had a decrease of 1,547 rides compared to last year. Finance Director Houtakker noted that even with Covid 19 the Monona Lift is still being used by seniors.

Mr. Houtakker updated the Commission on Covid 19. Mr. Houtakker stated various senior housing facilities had cases of Covid 19, as a result, the Monona Lift did not pick up at the various senior housing for 14 days. This was communicated to the management at each senior housing facility. First Student has not had any confirmed cases of Covid 19 rider. First Student is properly cleaning the buses every day and after loops. The Commission talked about having a marketing plan for once the vaccine is approved and riders starting reusing the system. The Commission wants on the next agenda to start talking about a marketing plan to bring riders back.

NEW BUSINES

Alder Goforth talked about doing a transit survey with the current riders. Alder Gofroth talked about getting feedback from the current riders on ways to improve the current system. The Commission talked about how they have done surveys in the past and talked about what would be the best method to collect the data. Commission talked about maybe using a QR code, getting email addresses or working with the drivers to collect the data. The commission also talked about what questions they should have on the survey. Alder Goforth talked about for the next meeting that Commission members should come with ideas for questions to ask on the survey. The Commission talked about with the current lack of riders, when should the Commission do a survey to hit all the riders and be able to gather data.

ADJOURNMENT

A motion by Mr. Keck, seconded by Mr. Paul to adjourn, was carried. (6:50p.m.)

Marc Houtakker
Finance Director