



## TRANSIT COMMISSION MEETING AGENDA

MONDAY, FEBRUARY 13, 2023 AT 5:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, ROOM 0041

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**In-Person:** Watertown Municipal Building 106 Jones Street Room 0041

**Virtually:** <https://meet.goto.com/827825917> or by calling: +1 (571) 317-3116

**Access Code:** 827-825-917

**1. CALL TO ORDER**

**2. REVIEW & APPROVE MINUTES**

A. Transit meeting minutes from December 12, 2022

**3. REVIEW RIDERSHIP / FINANCIAL STATISTICS**

**4. BUSINESS:**

A. Review and discuss: citizen comments from public hearing to recommend taxi fare increase

B. Review and take action: recommendation for transit system fare increase of \$0.25 for fares for Elderly/Disabled within City limits and \$1.50 to fares outside City limits

C. Discuss: taxi cab purchases

**5. REVIEW CITIZEN COMMUNICATIONS RECIEVED BY CITY**

**6. SET NEXT MEETING DATE**

**7. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@CityofWatertown.org](mailto:mdunneisen@CityofWatertown.org), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**TRANSIT COMMISSION**

**December 12, 2022**

**4:30 p.m.**

*Section 2, Item A.*

The Transit Commission met on the above date and time in person and virtually with the following members present: Michelle Bainbridge, Laurie Grosenick, Ald. Licht, and Tom Hahn. Absent was Cathy Egan. Also in attendance were Bill Hugin, manager of Watertown Transit and Megan Dunneisen, City Clerk.

**1. Call to order**

In absence of Egan, Ald. Licht called the meeting to order at 4:36 p.m.

**2. Review & approve minutes of October 6, 2022**

Motion was made by Hahn to approve minutes of October 19, 2022, seconded by Grosenick and motion carried by unanimous voice vote.

**3. REVIEW RIDERSHIP / FINANCIAL STATISTICS**

**4. BUSINESS:**

- A.** Review and discuss: progress and implementation plan for taxi fare increase. Transit commission discussed reasoning for elderly/disabled increase due to making number a whole number and to make fare amounts equal. The increase in out-of-town rates at a \$1.50 increase due to the amount of time the service takes that then also takes away from other calls. Once agreed upon at Finance, we will go ahead with a public hearing for the fare increase per DOT requirements. DOT has given their permission to go ahead with the next steps.
- B.** Review and discuss: Taxicab accident 2019 mini van in accident on November 14, 2022. Insurance has made us aware that the van is a loss and has provided numbers of what they will be giving to the City. Any monies will be put towards the purchase of a new vehicle.
- C.** Review and discuss: taxicab disposal and procurement. Dunneisen gave update on vehicles that are up for disposal and what year they are marked in BlackCat as projects. Also reviewed the forms for the city doing our own procurement to purchase a non ada minivan in 2023. Dunneisen has informed commission that two purchase orders have gone in to Ken Richards after approval of the DOT to purchase two Ford Transits using money from the 2021 and 2022 capital grant funding.

**4. Set next meeting date**

The next meeting date will be February 13 at 5:00 p.m.

**5. Adjournment**

Motion was made by Hahn to adjourn meeting at 5:26 p.m., seconded by Bainbridge and motion carried by unanimous voice vote.

Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the office the Finance Department.

## RESOLUTION TO APPROVE TRANSIT SYSTEM (TAXI SERVICE) FARE CHANGES EFFECTIVE APRIL 1, 2023

### SPONSOR: MAYOR MCFARLAND FROM: FINANCE COMMITTEE

**WHEREAS**, a taxi service was established in the City of Watertown on July 1, 1990, to supplement local bus service; and,

**WHEREAS**, beginning January 1, 1994, the present shared-ride taxi system was implemented and local bus service was discontinued; and,

**WHEREAS**, current taxi service fares have been in effect since August 1, 2021; and,

**WHEREAS**, the cost of the contract with a private provider to operate the shared-ride taxi service increases annually and has increased from \$863,213 (2022) to \$934,973 (2023) and,

**WHEREAS**, the City's share of funding the shared-ride taxi service is anticipated to increase in future years as a result of increased costs and federal and state grant funding returning to pre-pandemic levels; and,

**WHEREAS**, the annual CPI increase for 2023 was 8.3% and a fare increase will help fund the Transit System; and,

**WHEREAS**, the Common Council of the City of Watertown held a public hearing on January 17, 2023 to hear public comments on the proposed fare increase but no members of the public appeared to comment; and,

**WHEREAS**, the Transit Commission and Finance Committee have recommended a fare increase effective April 1, 2023, of \$0.25 to fares for Elderly/Disabled within the City limits and \$1.50 to all fares outside the City limits (limited to two-mile radius).

### **NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:**

That the fares for the City of Watertown shared-ride taxi service be updated as follows and that the appropriate City officials are hereby authorized to implement the updated fares.

<b><u>Category</u></b>	<b><u>8/1/21 Rate</u></b>	<b><u>Change</u></b>	<b><u>4/1/23 Rate</u></b>
Adult	4.00	.00	4.00
Children Accompany Adult (same destination)	2.00	.00	2.00
Children under 18	3.00	.00	3.00
Elderly/Disabled (card required)	2.75	.25	3.00
Corner Stop Service	2.25	.00	2.25
Package/prescription delivery	8.25	.00	8.25
2 miles outside City	8.50	1.50	10.00

Agency/MTM  
9.00

9.00

.00

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED February 20, 2023

CITY CLERK

APPROVED February 20, 2023

MAYOR