

Committee name: Appleton Transit Development Plan Steering Committee

Date: 1.10.19

Location: Red Lion Hotel Paper Valley, Lawrence Room (333 W. College Ave, Appleton, WI 54911)

Minutes taken by: KE

<b>Attendees:</b>			
Amy Erickson	Amie Bastian	Cassy Stefl	John Meissner
Ken Usterbowski	Holly Keenan	Lori Mueller	Bob Bourne-SRF
Dave Vickman	George Dearborn	Peter Thillman	Matthew Stegeman-SRF
Don Merkes	James Rashid	Connie Kanitz	Joe Kapper -SRF
Carol Kasimor	Ryan Smith	Joel Gregozeski	Nick Musson
Ron McDonald	Shannon Gerke Corrigan	Danielle Block	Kolin Erickson
Debra Ebben	Rhonda Hannemann	Tony Brown	
David Kress	Mary Parsons	Tony Gonzalez	

<b>Topic</b>	<b>Facilitated by:</b>	<b>Discussion</b>	<b>Actions</b>
Welcome, Introductions & Agenda Overview	ECWRPC	Minutes were approved from the October 4, 2018 meeting.	1 <sup>st</sup> : George Dearborn 2 <sup>nd</sup> : John Meissner
Existing Service Review	SRF Consulting	Reviewed data/research of Valley Transit service area: community characteristics, population density, employment, transit/paratransit ridership, peer transit agency comparison, Transit Cooperative Research Program review of Valley Transit and a Level of Service (LOS) study; all of which went into the creation of the draft report and recommendations	
Service Planning Recommendations	SRF Consulting	Staff reviewed two scenario planning examples; Scenario 1 offered a cost neutral option (modifying existing routes and minor adjustments to the system) and frequency enhancements to the routes that have the largest ridership year-in-year-out (Routes 12,	

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		15, 20 and 30); recommended 30 minute headways for these routes; Scenario 2 offered a greater system/routes restructure; major recommendations included: splitting Route 15 into two separate routes; changes to service on the north side of Appleton and Grand Chute (Routes 3,4,5,6 and 16); long-term, recommended adding additional cross town (east-west) routes to better link with north-south routes to avoid multiple transfers; additional flex route (fixed route with on-demand service in certain zones) was also discussed	
Service Implementation	SRF Consulting	Staff reviewed additional service recommendations: changing fare structure/rates, service development standards, reliability improvements, infrastructure improvements (traffic signal prioritization, pre-boarding fare kiosks), strategic recommendations	SRF will update draft technical report based on today's discussion and send to the committee
Group Discussion/Wrap Up	SRF Consulting	General discussion on route changes and how to phase-in recommendations, fare structure/cost; priorities for Valley Transit into the future	Valley Transit and steering committee will need to discuss recommendations and prioritize preferred scenarios at next meeting
Next Steps/Meeting Location	ECWRPC	Next meeting/place is to be determined; from 10 AM to Noon	ECWRPC will contact steering committee members for a meeting location and date