



# City of Onalaska Meeting Notice

**COMMITTEE/BOARD:** Utilities Committee  
**DATE OF MEETING:** March 4, 2020 (Wednesday)  
**PLACE OF MEETING:** City Hall – 415 Main Street (Common Council Chambers)  
**TIME OF MEETING:** 7:00 P.M.

## PURPOSE OF MEETING

1. Call to Order and Roll Call
2. Approval of minutes from previous meeting
3. Public input: (limited to 3 minutes / individual)

### **Consideration And Possible Action On The Following Items:**

4. **MASS TRANSIT**
  - A. Shared Ride Transit:
    1. Financials (Justin Running or Paul Woodward / Fred Buehler)
  - B. MTU:
    1. Transit Financials 4th Quarter information (Adam Lorentz)
  - C. Holmen Transit Input (Holmen Rep.)
  - D. West Salem Transit Input (West Salem Rep.)
  - E. Onalaska Transit Input (Onalaska Rep.)
5. **UTILITIES**  
No Report
6. Adjournment

PLEASE TAKE FURTHER NOTICE that members of the Common Council of the City of Onalaska who do not serve on the committee may attend this meeting to gather information about a subject over which they have decision making responsibility.

Therefore, further notice is hereby given that the above meeting may constitute a meeting of the Common Council and is hereby noticed as such, even though it is not contemplated that the Common Council will take any formal action at this meeting.

**NOTICES MAILED TO:**

Mayor Kim Smith
Ald. Tom Smith
* Ald. Jim Olson – Vice Chair
* Ald. Dan Stevens – Chair
* Ald. Diane Wulf
Ald. Steven Nott
Vacant
City Administrator                      City Attorney
Dept. Heads    La Crosse Tribune                      .
Coulee Courier
WKTY WLXR WLAX WKBT WXOW

*Mass Transit Members
*Micah Wyss – Village of Holmen Trustee
*Leroy Brown - Village of West Salem Trustee
Adam Lorentz, MTU Transit Manager
Richard Running
Village of Holmen
Village of West Salem
Onalaska Public Library                      Omni Center

\*Committee Members                      Date Notices Posted and Mailed: 2-26-20

In compliance with the Americans with Disabilities Act of 1990, the City of Onalaska will provide reasonable accommodations to qualified individuals with a disability to ensure equal access to public meetings provided notification is given to the City Clerk within seventy-two (72) hours prior to the public meeting and that the requested accommodation does not create an undue hardship for the City.



**ONALASKA/HOLMEN/WEST SALEM PUBLIC TRANSIT  
MONTHLY TOTALS  
CALENDAR YEAR 2020**

<u>Month</u>	<u>2020 Miles</u>	<u>2019 Miles</u>	<u>Onalaska Trips</u>	<u>Holmen Trips</u>	<u>West Salem Trips</u>	<u>Total 2019 Trips</u>	<u>Total 2019 Trips</u>	<u>2020 Agency Trips</u>	<u>2019 Agency Trips</u>	<u>2020 MTU Passes</u>	<u>2019 MTU Passes</u>	<u>2020 Operating Stats Hours</u>	<u>2019 Operating Stats Hours</u>	<u>Gallons</u>	<u>Fare\$</u>	<u>Freight Package</u>	<u>Agency Revenue</u>
January	35,895	31,759	3,070	1,248	586	4,904	4,337	1,104	942	609	621	2,379.47	2,577.03	2,336.387	\$ 11,600.50	\$ -	\$ 9,290.25
February		30,870				0	4,512		1,063		631		2,391.15				
March		35,029				0	4,932		1,117		662		2,678.20				
<b>1st Qtr Total</b>	<b>35,895</b>	<b>97,658</b>	<b>3,070</b>	<b>1,248</b>	<b>586</b>	<b>4,904</b>	<b>13,781</b>	<b>1,104</b>	<b>3,122</b>	<b>609</b>	<b>1,914</b>	<b>2,379.47</b>	<b>7,646.38</b>	<b>2,336.387</b>	<b>\$ 11,600.50</b>	<b>\$ -</b>	<b>\$ 9,290.25</b>
April		35,261				0	4,700		1,083		672		2,677.15				
May		36,973				0	4,726		1,164		644		2,611.63				
June		34,851				0	4,159		1,026		543		2,556.93				
<b>2nd Qtr Total</b>	<b>0</b>	<b>107,085</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,585</b>	<b>0</b>	<b>3,273</b>	<b>0</b>	<b>1,859</b>	<b>0.00</b>	<b>7,845.71</b>	<b>0.000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Y.T.D.	35,895	204,743	3,070	1,248	586	4,904	27,366	1,104	6,395	609	3,773	2,379.47	15,492.09	2,336.387	\$11,600.50	\$0.00	\$9,290.25
July		35,348				0	4,216		1,042		591		2,666.55				
August		36,570				0	4,322		1,136		556		2,726.22				
September		36,525				0	4,289		1,069		545		2,669.23				
<b>3rd Qtr Total</b>	<b>0</b>	<b>108,443</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,827</b>	<b>0</b>	<b>3,247</b>	<b>0</b>	<b>1,692</b>	<b>0.00</b>	<b>8,062.00</b>	<b>0.000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Y.T.D.	35,895	313,186	3,070	1,248	586	4,904	40,193	1,104	9,642	609	5,465	2,379.47	23,554.09	2,336.387	\$11,600.50	\$0.00	\$9,290.25
October		37,253				0	4,794		1,140		626		2,481.83				
November		34,692				0	4,490		1,119		586		2,308.68				
December		34,846				0	4,606		990		598		2,429.13				
<b>4th Qtr Total</b>	<b>0</b>	<b>106,791</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,890</b>	<b>0</b>	<b>3,249</b>	<b>0</b>	<b>1,810</b>	<b>0.00</b>	<b>7,219.64</b>	<b>0.000</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Y.T.D.	35,895	419,977	3,070	1,248	586	4,904	54,083	1,104	12,891	609	7,275	2,379.47	30,773.73	2,336.387	\$11,600.50	\$0.00	\$9,290.25

Total 2020 Budget Hours = 31,604

\*\*\*Agency Trips are included in total trips



**City of La Crosse**  
 400 La Crosse Street  
 La Crosse, WI 54601-3396  
 http://www.cityoflacrosse.org

**INVOICE**  
 Customer Copy

2019  
 # 01632  
 206-53520-290

CUSTOMER	INVOICE DATE	INVOICE NUMBER	AMOUNT PAID	DUE DATE	INVOICE TOTAL DUE		
CITY OF ONALASKA	02/24/2020	170655	\$0.00	03/05/2020	\$1,705.00		
DESCRIPTION	QUANTITY	PRICE	UOM	ORIGINAL BILL	ADJUSTED	PAID	AMOUNT DUE
640 TRANSIT ONALASKA SUBSIDY 640 TRANSIT ONALASKA SUBSIDY - FINAL SUBSIDY ADJUSTMENT @ 12/31/19 G/L ACCOUNT SUMMARY	1.00	\$1,705.00	EACH	\$1,705.00	\$0.00	\$0.00	\$1,705.00
	Organization	Object	Project	GL Amount			
	6406404	473913		\$1705.00			
<b>Invoice Total:</b>					<b>\$1,705.00</b>		

PLEASE MAKE CHECKS PAYABLE TO: CITY TREASURER  
 MAIL TO: CITY OF LA CROSSE TREASURER 400 LA CROSSE ST LA CROSSE, WI 54601

2020 206-21100 DR  
 Cash

2019 206-53520-290 DR  
 206-21100 (CR)

RECEIVED  
 FEB 28 2020  
 CITY OF ONALASKA  
 FB

✂ DETACH AND RETURN THE PORTION BELOW WITH YOUR PAYMENT ✂



Promptly Send Payment To:  
**City of La Crosse**  
 400 La Crosse Street  
 La Crosse, WI 54601-3396  
 http://www.cityoflacrosse.org

146  
 CITY OF ONALASKA  
 415 MAIN ST  
 ONALASKA, WI 54650

**INVOICE**  
 Remit Portion

Invoice Date	02/24/2020
Invoice Number	170655
Customer Number	146
Amount Paid	\$0.00
Due Date	03/05/2020
<b>Invoice Total Due</b>	<b>\$1,705.00</b>

Please write your Account Number on your check and enclose this portion of the bill with your payment.  
 Make checks payable to: City of La Crosse



EXHIBIT B

2019 BUDGET ESTIMATE - MTU SERVICE TO ONALASKA & HWY 16 RETAIL AREA

SERVICE MONDAY - FRIDAY 7:00 AM - 10:30 AM & 1:30 PM - 6:30 PM

CALCULATION OF COST PER HOUR - La Crosse Municipal Transit Utility

FIXED ROUTE COST	2019 MTU Budget including Paratransit Cost	\$6,809,700
CAPITAL COST	2018 Local Share of Capital Cost	\$249,736
TOTAL COST		\$7,059,436
TOTAL HOURS		63,895
TOTAL COST PER HOUR		\$110.48

ONALASKA HOURS OF SERVICE	2,530
ANNUAL ONALASKA COST FOR BASE SERVICE	\$279,527
TOTAL FIXED ROUTE REVENUE Estimated System Average	- \$38,096
COMBINED FEDERAL & STATE SHARE Updated 5/17/2019 = 53.54%	- \$149,659
COUNTY SHARE - PARATRANSIT COST	- \$36,705
<b>ONALASKA LOCAL SHARE ESTIMATE</b>	<b>\$55,067</b>

\*2019 Onalaska Payments = \$53,362.00

\* \$1,705.00 PAYMENT NEEDED TO  
MAKE UP FOR SHORTFALL

RECEIVED  
FEB 28 2020  
CITY OF ONALASKA

**LA CROSSE MUNICIPAL TRANSIT UTILITY**

**2019**

**ONALASKA SERVICE AREA**

Includes Route 9 - Onalaska Route, other bus routes serving Onalaska destinations, and an estimate of the ADA Paratransit riders with Onalaska destinations.

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	2019	2018	% Chng
Adult Tokens	92	99	81	84	355	351	
Youth Tokens	5	6	4	10	25	21	
# of Special Fares	0	0	0	186	186	6	
Cash	\$907	\$1,060	1,049	\$1,256	\$4,272	\$4,395	
Farebox Revenue	\$1,046	\$1,210	1,171	\$1,576	\$5,002	\$4,935	
Pass Revenue	\$2,061	\$2,219	2,095	\$2,182	\$8,557	\$8,758	
<b>Total Revenue</b>	<b>\$3,106</b>	<b>\$3,428</b>	<b>3,267</b>	<b>\$3,758</b>	<b>\$13,559</b>	<b>\$13,693</b>	
Farebox Passengers	673	848	866	834	3,221	3,278	
Adult Monthly Passes	684	903	845	896	3,328	3,262	
Youth Monthly Passes	93	113	137	208	551	413	
D&S Monthly Passes	882	1,100	984	922	3,888	4,338	
Work's Passes	69	120	101	96	386	341	
WWTC Passes	132	172	171	201	676	588	
Viterbo Passes	4	42	52	18	116	59	
UWL Passes	73	121	137	173	504	325	
Special Fares	207	246	199	248	900	1,120	
<b>Total Farebox Passengers</b>	<b>2,817</b>	<b>3,665</b>	<b>3,492</b>	<b>3,596</b>	<b>13,570</b>	<b>13,724</b>	
Transfer Passengers	531	536	564	598	2,229	2,351	
Free Fare Passengers	85	110	105	108	408	412	
<b>Total Route 9 Passengers</b>	<b>3,433</b>	<b>4,311</b>	<b>4,827</b>	<b>4,302</b>	<b>16,873</b>	<b>16,487</b>	<b>2%</b>
Rt. 5 & Rt. 8 Passengers *	10,660	9,816	9,278	11,314	41,068	44,191	-7%
Paratransit Passengers **	261	390	350	160	1,161	972	19%
Transfers from OHWSPT ***	238	182	130	164	714	587	22%
<b>Total Onalaska Passengers</b>	<b>14,592</b>	<b>14,699</b>	<b>14,585</b>	<b>15,940</b>	<b>59,816</b>	<b>62,716</b>	<b>-5%</b>
Revenue Hours	536	545	553	537.0	2,171	2,154	1%
Total Hours	619	629	639	619.0	2,506	2,487	1%
Revenue Miles	9,153	9,314	9,252	9115.0	36,834	36,649	1%
Total Miles	10,224	10,402	10,357	10186.0	41,169	40,950	1%