

CITY OF SHEBOYGAN

REQUEST FOR TRANSIT COMMISSION CONSIDERATION

ITEM DESCRIPTION: 7. Meeting Dates for 2024

REPORT PREPARED BY: Derek Muench, Director of Transit & Parking

REPORT DATE: 10/16/23

MEETING DATE: 10/30/23

FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

BACKGROUND / ANALYSIS:

The Transit Commission has traditionally met on an "as needed" basis especially since COVID-19. In 2023, dates returned to somewhat normal bi-monthly meetings on the third Tuesday of the month. To avoid scheduling issues and ensure a quorum at all meetings, a regular meeting schedule is proposed for your consideration.

STAFF COMMENTS:

The Director of Transit and Parking with the recommendation of the Transit Commission Chair has proposed the following meeting schedule for 2024. Meetings will occur bi-monthly in the odd numbered months on the third (or fourth) Tuesday of the month. Meeting times will remain at 5:00 p.m. and will be in-person only unless accommodations need to be made for individuals to attend remotely via Zoom.

- Tuesday, January 16th at 5:00 p.m.
- Tuesday, March 19th at 5:00 p.m.
- Tuesday, May 21st at 5:00 p.m.
- Tuesday, July 16th at 5:00 p.m.
- Tuesday, September 17th at 5:00 p.m.
- Tuesday, November 19th at 5:00 p.m.

ACTION REQUESTED:

Staff recommends approval of the 2022 meeting schedule as presented.

ATTACHMENTS:

- I. None.