



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved TRANSIT AND PARKING COMMISSION

**PLEASE NOTE: This meeting can be viewed in a live webcast of Madison City Channel at
www.madisoncitychannel.com.**

Tuesday, July 14, 2009

5:00 PM

Room 260, Madison Municipal Building
215 Martin Luther King, Jr. Blvd.
(After 6 PM, use Doty St. entrance.)

Please note: Items are reported in Agenda order.

A. CALL TO ORDER/ROLL CALL

Temporary Chair Jed Sanborn called the meeting to order at 5:05 PM.

Present: 8 -

Brian L. Solomon; Chris Schmidt; Jed Sanborn; David E. Tolmie; Duane F. Hinz; Susan M. Schmitz; Sharon L. McCabe and Margaret Bergamini

Excused: 3 -

Amanda F. White; Gary L. Poulson and Kenneth M. Streit

B. ORGANIZATIONAL MEETING

B.1. Election of Chair and Vice-Chair

A motion was made by Bergamini, seconded by Tolmie, to Suspend the TPC Rules and postpone the election of officers until the August meeting, in order to hear from the nominees. The motion passed by voice vote/other.

B.2. Appointments to other committees, as follows:

ADATS - TPC member and/or General member; potentially two TPC reps

CSOS - TPC member

LRTPC - TPC Chair/Designee

PCPWD - TPC member or Citizen

Low Income Bus Pass Ad Hoc Committee - TPC Chair/Designee as 2nd TPC member.

(Alder Solomon has already been confirmed to fill the first of the two TPC member positions.)

Hinz/Bergamini made a motion to refer the item to the August meeting. The motion passed by voice vote/other.

B.3. [15350](#)

Rules and Procedures - as approved by the Transit and Parking Commission on 06.10.08

Hinz/Solomon made a motion to refer the item to the August meeting. The motion passed by voice vote/other.

C. APPROVAL OF MINUTES

A motion was made by Schmitz, seconded by Schmidt, to Approve the Minutes of the 06/09/09 meeting. The motion passed by voice vote/other.

D. RECOGNITION OF SERVICE: CARL DUROCHER

Carl Durocher was presented with a plaque inscribed with a resolution recognizing his twelve years of service to the Transportation/Transit and Parking Commission, acknowledging his wealth of knowledge and long-time dedication to transportation issues in service to the City and surrounding communities, and expressing appreciation and thanks to Durocher for his enthusiastic efforts in working to improve parking and transportation services to the citizens of Madison.

Members unanimously approved the resolution and applauded Durocher, who thanked everyone and commended them for being willing to step up to the plate to shoulder the criticism and wrestle with the dilemmas presented by the competing issues and constituencies that come before the Commission.

E. PUBLIC APPEARANCES - None.

F. TRANSIT AND PARKING MONTHLY REPORTS

F.1. [15365](#) Parking: May 2009 Revenue Report and June Activity Report - TPC 07.14.09

Solomon/Bergamini made a motion to receive the report. The motion passed by voice vote/other.

F.2. [15366](#) Metro: YTD Performance Indicator Reports - TPC 07.14.09

Solomon/Tolmie made a motion to receive the report. The motion passed by voice vote/other.

At the request of certain registrants, Solomon/Hinz moved to temporarily table Items G.1. through G.6., in order to address Agenda Item G. 7. first. The motion carried unanimously.

G. NEW BUSINESS ITEMS

G.1. [15369](#) Parking: Temporary parking for MPD vehicles during Fairchild Building construction - TPC 07.14.09

Please note: This Item followed Agenda Item G.2.

Paul Stauffer, a Facilities Services Engineer, joined Knobloch at the table. Knobloch explained that the Madison Police Department parked some of its vehicles at the Fairchild Building, which was about to be renovated. As a result, Facilities Management needed to find temporary parking for the Police vehicles. Stauffer said that 22 cars would be displaced for 45-60 days, and alternate parking was urgently needed by July 20th. He said that Parking had been able to help by providing parking at Government East, with a reasonable rate and flexible schedule.

Knobeloch said that last year he would have said no to this request because GE was filling up every day then; he wouldn't have wanted to take spaces away from the public to give to a City agency. Noting that MPD could park on the street without paying, this would be undesirable because valuable on-street parking and revenues would be lost.

But now, after the rate increases, the waiting list at GE had gone from 143 to zero and signs advertised monthly parking passes -- an unprecedented situation. When asked, Knobeloch said the only downside to the proposal might be having fewer spaces available during big special events. With the current level of vacancies even with the loss of some spaces for repairs, Knobeloch was confident there would be sufficient space to take care of all customers, inc. the MPD. There were 26 vacancies for monthly parkers at GE, so Parking could accommodate 22 spaces for the MPD, which would be located in a basement section of GE, without expanding the number of monthly spaces at this point.

However, because expanding the number of monthly stalls would not affect "capacity" in terms of bond covenants, Knobeloch said he wanted permission to exceed the current limit (of 100), in the unlikely event that more monthly spaces were needed. Knobeloch explained how a special daily rate/stall had been developed, as shown in the staff memo distributed to members. Estimated revenues of \$7,623 would be paid to Parking through interagency charges from Facilities Management. He recommended that the Commission approve the proposal to provide MPD with 22 stalls, to permit Parking to charge the special rate developed for this arrangement, and to allow Parking to possibly exceed the 100-stall limit for monthlies (if needed) on a temporary basis.

Solomon/Hinz made a motion to give the Parking Utility temporary authority to exceed its 100 monthly pass limit, and to approve the temporary parking arrangement with Facilities Management as delineated in the staff memo. Members accepted a friendly amendment from Schmidt that the term for this temporary authority and arrangement would extend to the Commission's October meeting. The motion passed by voice vote/other.

The meeting proceeded to Agenda Item G.3.

G.2. [15207](#)

Authorizing the negotiation and execution of a contract to purchase multi-space parking meter equipment and services from Metric Group Inc. and authorizing the Mayor and City Clerk to execute necessary contract(s).

Please note: This Item followed Agenda Item G.7.

Knobeloch reported that the RFP had been approved and now a contract needed to be developed and signed. Metric Group Inc. had presented a lower than expected price for comparable equipment and services. The equipment was ready for installation, except for some programming that needed to be done to it. The first 15 multi-space meters would replace 150 single-pole meters sometime in the fall. On behalf of the Downtown, Schmitz thanked the Commission and the alder sponsors for their support of this Parking initiative.

A motion was made by Solomon, seconded by Hinz, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

The meeting then proceeded to Agenda Item G.1.

G.3. [15260](#)

Adopting the Midvale-Westmorland Neighborhood Plan and recommendations contained therein as a supplement to the City's adopted Comprehensive Plan. Ald. Districts 11 & 20.

Schmidt stated that he had previously co-chaired the committee that wrote the Neighborhood Plan; but was told by the City Attorney's Office that this would not disqualify him from participating in the Commission's action on the item.

Registrants and staff were called to the table. Jule Stroick of Planning Unit recounted how, two years ago, Midvale Heights and Westmorland Neighborhood Associations expressed interest in participating in Planning's annual neighborhood grant program to develop strategic plans for their areas. The two groups formed a joint steering committee to prepare a joint plan for the combined area located in Districts 11 and 20, and bounded by Mineral Point Road on the north, Glenway on the east, Southwest Bike Path on the south, and S. Whitney Way on the west. The resulting Plan takes a comprehensive look at housing, community services, transportation, parks and open space, and economic development in the area over the next five to ten years, and addresses priority issues identified by residents.

Stroick introduced two members of the Joint Steering Committee for the Plan to speak before the Commission: Denise Lamb, 4409 Mineral Point Road, 53705, President of the Midvale Heights Neighborhood Association, and Jon Hoffman, 506 Orchard Drive, 53711. Other registrants in support of the Plan were Eileen Hannigan, 4022 Winnemac Avenue, 53711; Judy Skog, 626 Orchard Drive, 53711; and Paul Haskew, 453 Togstad Glen, 53711.

Lamb provided the following background:

- The Plan area was comprised almost entirely of single family housing.
- Per the 2000 census, 29.9% of the neighborhood was 55+ years old (compared to 15.8% citywide).
- Population estimates for 2007 and 2012 projected increases in young children and seniors.
- The two neighborhoods agreed to develop a joint plan because they shared many similarities.
- Midvale Heights Community Association took a neighborhood survey prior to receiving the City grant, distributing a 4-page survey to every household (about 1,600); 360 were mailed back. Older residents were inordinately represented in the responses.
- Westmorland conducted strategic imaging sessions to get input about neighbor concerns; open houses and focus groups were held by both neighborhoods.
- The Plan area was served by Metro Routes 6 (on Mineral Point), 3 and 58 (on Odana), 18 (coming from the Beltline down Midvale to Tokay/WTP, which allowed Allied kids to get to Sequoia Library).
- Except for Whitney Way, north/south bus service was limited; neighbors would like service extended down Midvale to Hilldale Mall (vs. going west to the WTP to get a bus to go east to Hilldale).
- Transport 2020 identified potential express bus service along S. Whitney and Park & Rides near Westgate/WTP.
- Residents wanted more north/south service to Hilldale, UW Hospital/Campus, and Downtown.

Hoffman summarized the recommendations related to transportation and land use, as follows:

- In line with the Comprehensive Plan, their Plan had the goal of creating an interconnected, multi-modal transportation network that was accessible, safe and convenient.
- While recognizing and grateful that their area was well-served by Metro relative to other areas of the City, they were hoping to create a neighborhood that was much more sustainable, esp regarding transportation options.
- Residents would support (make use of) more bus routes and stops, and better connections if they were available.
- Specifically, the Plan called for an express bus, not only along Whitney Way but also along Mineral Point.
- Neighbors would like more downtown service esp. at night, more direct routes to downtown and Campus, and a more direct connection to Hilldale.
- Aware of limited resources, transit requests in the Plan represented long-term planning for future service expansions.
- With the likelihood of Westgate being completely rebuilt during the life of the Plan, recommendations were made to include a parking structure there, as part of the transit-oriented development designated for this site in the Comprehensive Plan .
- The Plan recommended that bus service and the WTP be integrated into redevelopment of Westgate as well, since most successful TOD's occurred where people worked, shopped and lived.

In talking about priorities, it was noted that the Plan did rank recommendations (high, medium, low); and preferences (from public feedback) were outlined in the Appendix as well. Speakers felt that a high priority would be AM/PM express service for commuters and more mid-day/evening service down Midvale to Hilldale (for retirees). Neighbors had been made aware that Metro's resources were limited at this time, and understood that the recommendations were a wish list, which envisioned a fundamental change in transit service for the City.

Members thanked Stroick for her cover memo identifying portions of the Plan relevant to the Commission. Kamp thanked the Neighborhood representatives for their hard work with Metro staff. Relative to the Plan's discussion of express bus service, Kamp invited everyone to an upcoming presentation by the Bus Rapid Transit Institute on October 1st, and mentioned that express bus service was identified as a high priority in the recently adopted Long-Range Metro Transit Plan. Kamp also suggested that in forming the new RTA, voters would be asked to identify what services should be part of the RTA, with opportunities for different groups, inc. the Neighborhoods, to provide input.

A motion was made by Schmitz, seconded by Solomon, to Return to Lead with the Recommendation for Approval to the PLAN COMMISSION. The motion passed by voice vote/other.

G.4. [15351](#)

Metro: 2008 Financial Audit - Baker Tilly Virchow Krause - TPC 07.14.09

Jodi Dobson, Auditor for Baker Tilly Virchow Krause, provided an Audit Overview and Highlights of Metro's 2008 Audit. (For electronic or hard copies of the Overview and Highlights, contact Anne Benishek-Clark, 267-8751.)

Related to the Overview, Dobson made the following remarks:

- Management's Discussion and Analysis (on pages 3-15) provided a narrative for the non-financial reader, boiling down what happened over the year in less technical terms.
- The Auditors' opinions (on pages 1-2 and 39-40) were clean or unqualified opinions, the highest level of opinion they could give on the audit report.
- The auditors role was to report to the Commission, and Dobson invited Commissioners to contact the auditors with questions any time throughout the year.

Related to the Highlights, Dobson pointed out the following:

- Fare revenues increased in 2008 due to increased ridership.
- Operating costs were also up primarily due to fuel costs.
- Operating subsidies increased.
- Metro drew down on its reserves, now at just under \$500K; but Dobson applauded Metro for being proactive in making adjustments to subsidy calculations to help replenish these reserves.
- New debt incurred late in 2008 was primarily for bus purchases in early 2009.
- A recommendation was made to better document certain YE audit items to save time going forward.
- New software and procedures were allowing management to better track inventory, which helped to minimize YE adjustments (to under 1%, in 2008).
- There were no internal control deficiencies or single audit findings related to transit grants to report.

Kamp thanked Dobson and Finance Manager Wayne Block for their hard work on the audit, and expressed appreciation for the charts and summaries which clarified complicated information and helped to quickly get to the bottom line when planning and making decisions. Dobson added that Block and his staff had things very well organized so that the audit went very smoothly.

Bergamini thanked Block for a well-written management letter, which was among the best she had ever read. She asked Block to comment on the steadily growing employee compensation and benefits, the largest expense in the budget. Block said that salaries were increasing at the anticipated pace of 3-4%/year (per standard City increases). Salaries had come in below budget for 2008, which was gratifying because overtime had been rapidly exceeding budget at the start of the year due to a shortage of drivers, but this had quickly been brought under control. Benefits were over budget largely due to health insurance, probably because actual rates came in higher than what was estimated when the budget was prepared. Also, sick leave pay-outs at the end of the year came in higher than was expected. The 2009 salary and benefits were coming in close to budget, and he hoped with additional experience he would have a better handle on this for the 2010 budget.

Schmidt/Solomon moved to accept the Audit Report. The motion passed by voice vote/other.

G.5. [14918](#)

Authorizing the Mayor and the City Clerk to enter into an agreement with Edgewood College for the provision of free access by Edgewood students and employees to Metro Transit for fixed route and ADA paratransit services, with reimbursement per trip for the contract period.

Kamp said this was a standard agreement for two years, which included

options for summer extensions as requested by Edgewood, and reflected the higher rates approved by the Council of \$1.10/ride for the first academic year and \$1.15/ride for the second year.

A motion was made by Solomon, seconded by Hinz, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by the following vote:

Excused: 3 -

Amanda F. White; Gary L. Poulson and Kenneth M. Streit

Ayes: 6 -

Brian L. Solomon; Chris Schmidt; David E. Tolmie; Duane F. Hinz; Susan M. Schmitz and Sharon L. McCabe

Abstentions: 1 -

Margaret Bergamini

Non Voting: 1 -

Jed Sanborn

Please note: Schmitz left at 6:20 PM, before Items G.6. and I.1. were completed. (Item G.7. had been completed earlier.)

G.6. [15352](#)

Metro: Update on Isthmus Bus Stop Trial - TPC 07.14.09

Kamp said that with the August service changes and a recent hiring freeze, affecting a position in Metro's Planning staff, Metro would be delaying some tasks, including this trial, which they would probably implement in the spring.

G.7. [15353](#)

Metro: Update on developments related to a Regional Transit Authority - TPC 07.14.09

Please note: This item followed Agenda Item F.2.

Kamp noted that the Governor signed into law on June 29, 2009, legislation allowing several regions in the state to form regional transit authorities, including our own area as defined by MPO planning boundaries. Though referendums were not mandated, local leaders were committed to holding one. The Mayor's Office was assembling staff to look at next steps in the process.

Ray Harmon from the Mayor's Office reported that staff would be meeting July 27th, to identify the steps and issues involved and answer some questions, such as: how does a referendum get on the ballot, who will write the question, does each municipality have to put it on its own ballot, how does the RTA board get approved, etc. City staff had started researching the process, and meeting with County staff, with whom they would be collaborating on a regular basis. Harmon said that he would be available to periodically update members. Per a request, staff said they would provide a short summary of the final version of the legislation, including such info as the boundaries of the MPO planning district.

Agenda Items G.1. through G.6. were then taken off the table, and at the request of staff, the meeting proceeded to G.2. (ahead of G.1.).

**H. REPORTS OF OTHER COMMITTEES - for information only
(Most recent meeting minutes attached, if available)**

07828

ADA Transit Subcommittee
Contracted Service Oversight Subcommittee
Parking Council for People with Disabilities
Long-Range Transportation Planning Commission
State Street Design Project Oversight Committee
Joint Southeast Campus Area Committee
Ad Hoc Committee to Develop Parking Strategic Plan

No action was needed on this Item.

I. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

I.1. General announcements by Chair (Verbal announcements, for information only)

Per a request from Keith Pollock in Traffic Engineering, an ad hoc panel of three was needed for a Taxi License Appeal hearing to be held within 45 days. Sanborn (temp Chair) and Schmidt (Alder) volunteered; and Streit (Citizen), who had served on panels previously, was nominated in absentia. Hinz agreed to serve if Streit was not available.

Kamp invited everyone to check out a student-produced video on You-Tube called, "Metro 85".

I.2. Commission member items for future agendas - None.

ADJOURNMENT

A motion was made by Hinz, seconded by Schmidt, to Adjourn at 6:25 PM. The motion passed by voice vote/other.