



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Meeting Minutes - Approved TRANSPORTATION COMMISSION

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Wednesday, June 12, 2019

5:00 PM

215 Martin Luther King, Jr. Blvd  
Room 215, Madison Municipal Building

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### A. CALL TO ORDER / ROLL CALL

The meeting was called to order at 5:00 p.m.

**Present:** 6 - Michael J. Tierney; Grant Foster; Ann E. Kovich; Kenneth M. Streit; Brigit E. Brown and Gary L. Poulson

**Excused:** 3 - Jessica S. Piatt; William F. Bremer and Carl D. DuRocher

### B. New Commission Member Introduction

None

### C. APPROVAL OF MINUTES

Poulson moved to approve the minutes of the May 22, 2019 meeting, seconded by Tierney. with no further discussion, the motion passed by voice vote/other.

### D. PUBLIC COMMENT ON TOPICS NOT ON THIS AGENDA

None

### E. DISCLOSURES AND RECUSALS

None

### F. PARKING QUARTERLY REPORT

F.1. [55932](#) Parking: 2019 First Quarter Activity Report, YTD Revenue/Expense/Occupancy Reports

Assistant Parking Utility Manager Sabrina Tolley provided verbal reports and was available for questions. Streit moved to accept the reports, seconded by Poulson. With no further discussion, the motion passed by voice vote/other.

### G. NEW BUSINESS

G.1. [56158](#) Clarification and Approval of Metro Transit Service Changes to Route 29

Metro Transit Planning and Scheduling Manager Drew Beck provided verbal reports on the clarification of changes to Route 29 and was available for questions. Streit moved to approve, seconded by Foster. With no further

discussion, the motion passed by voice vote/other.

- G.2. [56138](#)** Authorizing the Mayor and City Clerk to enter into a competitively-selected contract on behalf of the City with Graef-USA, Inc. to provide consulting engineering services for maintenance of City of Madison Parking Division facilities.
- Parking Engineer 4 Bill Putnam with the Parking Division provided verbal reports on the contract with Graef-USA, Inc and was available for questions. Streit moved to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER, seconded by Foster. With no further discussion, the motion passed by voice vote/other.**
- G.3. [55930](#)** Approving Plans, Specifications, And Schedule Of Assessments For W. Wilson Street and S. Broom Street Assessment District - 2019. (4th AD)
- Kovich provided background information to the Geometrics component of the W Wilson Street and S Broom Street Assessment District. City Traffic Engineer Yang Tao and Engineer 2 Gretchen Aviles-Pineiro with Traffic Engineering provided verbal reports on the changes to the Geometrics and were available for questions. Transportation Director Tom Lynch provided a report on the successful pilot study associated with Legislative File 55447 passed by TC at their April 24, 2019 meeting and was available for questions. Assistant City Attorney John Strange provided clarification that City Ordinance does make TC responsible for Street Geometry. Brown asked if there is an Engineering and Design process written up outlining the steps involved in projects such as this. Lynch provided a schematic flow chart to the TPPB and will provide it to the TC. Streit moved to Refer to the TRANSPORTATION COMMISSION due back on 7/10/2019, seconded by Foster. With no further discussion, the motion passed by voice vote/other.**
- G.4. [56160](#)** Approval of Transportation Commission Handbook
- Poulson provided background on the work behind the creation of the handbook, the intent of its use and was available for questions. Streit moved to approve, seconded by Tierney. With no further discussion, the motion passed by voice vote/other.**
- G.5. [56082](#)** Approving Revised Plans & Specifications for East Johnson Street Assessment District - 2019. (2nd & 12th ADs)
- Engineer Chris Petykowski with City Engineering provided verbal reports on the revised plans and specifications for East Johnson Street Assessment District and was available for questions. Streit moved to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS, seconded by Poulson. With no further discussion, the motion passed by voice vote/other.**
- G.6. [56159](#)** Approval of Transportation Commission Work Plan
- Kovich provided background information on the creation of the TC Work Plan and was available for questions. Foster moved to approve, seconded by Brown. With no further discussion, the motion passed by voice vote/other.**
- G.7. [56189](#)** Relating to 2019-2021 Taxicab Operators' License Renewals, pursuant to Section 11.06, Madison General Ordinances.

Traffic Engineering Transportation Operations Analyst Keith Pollock provided verbal reports on the 2019-2021 Taxicab Operators' License Renewals and was available for questions. Kovich spoke of discussion with Pollock on advancing the timeline on cab license approval. Poulson encouraged the cab companies to work with the TPPB and staff on updating City Ordinance. Pollock indicated he will follow up on any unresolved or unclear registration items.

Registrants as follows: Support, wish to speak, available for questions; John Schmidt, Madison; Jodie Schmidt, Madison; Bill Carter, Madison.

Streit moved to approve with the provision that no unregistered vehicle or those not cleared through safety recall be operated until these requirements have been met, seconded by Brown. After much discussion, Streit withdrew the motion and moved to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER, seconded by Foster. With no further discussion, the motion passed by voice vote/other.

**G.8. [56190](#)**

Relating to 2019-2021 Commercial Quadricycle Licensure of Capitol Pedicycle DBA Trolley Pub.

Pollock provided verbal reports on the Commercial Quadricycle Licensure and was available for questions.

Registrant as follows: support not indicated, wish to speak, available to answer questions; Chris Wilcox, Madison.

Foster suggested that the TPPB consider creating policy forbidding Quadricycle use on shared paths.

A motion was made by Foster, seconded by Brown, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER with the following recommendations: to correct wording in the third WHEREAS to be the Transportation Commission rather than the Transit and Parking Commission; and that any change to the staging location and/or regular route requires approval by the Transportation Commission. The motion, as amended, passed by the following vote:

**Ayes:** 4 - Michael J. Tierney; Grant Foster; Kenneth M. Streit and Brigit E. Brown

**Noes:** 1 - Gary L. Poulson

**Excused:** 3 - Jessica S. Piatt; William F. Bremer and Carl D. DuRocher

**Non Voting:** 1 - Ann E. Kovich

**H. INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS**

**H.1. [56164](#)**

Leg File #55387 Presentation: Plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Local Road Traffic Calming & Arterial Pedestrian Enhancements.

Engineer 2 Jerry Schippa and Traffic Engineer 2 Tom Mohr with Traffic Engineering provided verbal reports on Traffic Calming and Arterial Pedestrian Enhancements and were available for questions. City Engineer Yang Tao provided process background and was available for questions.

Tierney left at 7:21 p.m. A new roll call is shown to reflect this:

**Present - 5 - Grant Foster; Ann E. Kovich; Brigit E. Brown; Kenneth M. Streit; Gary L. Poulson**

**Excused: - 4 - Michael J. Tierney; William F. Bremer; Jessica S. Piatt; Carl D. DuRocher**

**Lynch provided background on the STEP (Safe Transportation for Every Pedestrian) program which provides a table of treatments dealing with Pedestrian Safety standards.**

**H.2. [55941](#)**

Topics and Date for TC/TPPB Joint Meeting

**Kovich provided background on the topics currently listed for the joint meeting. Brown suggested updating the topic of electric bicycle legislation to include electric scooters. Currently considering July 10, 2019.**

**H.3. [56165](#)**

Transportation Commission Webpage Review

**Kovich provided verbal reports on the prospective Transportation Commission webpage.**

**H.4. [55267](#)**

Traffic Engineering and Parking Warm Weather Tour: setting a date and time

**Looking at a downtown location at either 10:00 a.m. or 2:00 p.m. A few dates will be suggested and a list will be sent out to Commissioners from which to choose.**

**H.5. [56211](#)**

Taxi Permit Denial Appeal Subcommittee Report

**Streit provided an update on the appeal hearing scheduled for Monday, June 24th at 5:00 p.m.**

**H.6. [52830](#)**

Members of TC and TPPB update on TPPB

**Adopted amendments to Rattman and Pumpkin Hollow Neighborhoods Development Plans  
Staff Team Parking Analysis of Parking Strategies  
BRT update  
Transit X  
Winter Facilities Maintenance**

**I. Announcements and Future Agenda Items  
(for information only; not for discussion)**

**I.1. General Announcements by the Chair**

**Organizational Meeting scheduled for next month  
Safe Routes to Schools Presentation  
Analysis of 2017 Crash Report**

**I.2. Commission member suggestions for items on future agendas**

**Bike Friendly Application Status**  
**Judge Doyle Square Update**  
**Using Metro Buses for Public Education**  
**Traffic Calming process/policies to TPPB**  
**PD Collaboration Update**  
**Vision Zero experience from other cities**

[56179](#) Transportation Commission Work Plan

**ADJOURNMENT**

Streit moved to adjourn, seconded by Poulson. The meeting adjourned at 8:00 p.m.

**INFORMATIONAL MATERIALS (most recent meeting minutes electronically attached, if available)**

[07828](#) Transportation Policy and Planning Board (TPPB)  
Madison Area Transportation Planning Board (TPB)  
Dane County's Specialized Transportation Commission (STC)  
Downtown Coordinating Committee (DCC)  
Joint Campus Area Committee (JCAC)