



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Draft CONTRACTED SERVICE OVERSIGHT SUBCOMMITTEE

Thursday, May 14, 2015

12:00 PM

215 Martin Luther King, Jr. Blvd.
Room LL-110 (Madison Municipal Building)

1. CALL TO ORDER / ROLL CALL

Also present: Adam Sayre, Bill Burns, Dar Ward, Mark Opitz, Ahna Bizjak, Karl Franz, Margaret Bergamini

The meeting was called to order at 2:02 PM.

Staff: Chuck Kamp, Ann Schroeder, Mick Rusch, Mike Chechvala, Dave Eveland, Wayne Block, Kate Christopherson

Present: 2 - Mick Howen and Jacquelyn M. Dahlke

Excused: 2 - Ken Golden and Steve Arnold

2. APPROVAL OF MINUTES

Opitz moved approval; Dahlke seconded. The motion passed by voice vote/other.

3. PUBLIC COMMENT

There was no public comment.

4. DISCLOSURES AND RECUSALS

There were no disclosures or recusals.

5. [38326](#)

Update on TIGER Grant

Attachments: [TIGER 100 word summary 5 01 15.pdf](#)

Kamp said TIGER stands for transportation investments generating economic recovery. There is \$500 million or \$600 million available nationwide. Wisconsin has never gotten a construction grant through this process, so we hope we have a good chance. Our application is for a \$35 million bus garage on Nakoosa trail. This will be a city mixed use facility. It will be a 70 standard bus satellite facility or 35 articulated and 20 standard size. The City of Madison approved the concept of applying for grant and the local share being 50% rather than typical 20% so we would have a better chance of getting the grant. We are working with RNL Design on the grant; they have done the design planning and included a bus facility. They also did our 2005 bus facility study that at the time was to build up on our current location. The cost and lack of

political support for this location means we would prefer to focus on the Nakoosa plan.

Block looked at how it would affect the partner shares, and we gave each partner that information. The first phase was a pre-application due on May 4th and the final deadline is June 5th. Bizjak asked if the letter needs to come from the Council or be a resolution? Kamp said they have come in different manners.

6. [38289](#) Update on Shorewood Hills Funding

Attachments: [Shorewood Hills contribution ltr 4.3.15.pdf](#)

Kamp said we have been working with Shorewood Hills to look at different ways of funding. We didn't come to agreement, but they put up some more money which we appreciate. Franz said it's not a lot of money but it is triple what we are paying which is hard with the levy limit. The formula still doesn't quite work for us, but we know a lot of success with development along University is partly due to mass transit. What we are kind of looking at now is the rate at which City of Madison tax payers are subsidizing Metro. In terms of a formula, our goal is to try and make sure whatever the City of Madison taxpayer is paying per capita, we at least equal that amount. We think that is around \$70,000 a year. So until we figure out something better, we are trying to ramp up to that amount since that is something. It's like the Overture Center supported by City of Madison taxpayers when people outside the city also benefit. Our general fund budget per year is about \$3.5 million. The formula now would make our payment to \$150,000 to \$175,000, so to us it's really a significant amount of money. But now that we've gotten started toward contributing more, we're going to try to increase it each year.

Kamp said if anything gets close to an agreement, we would bring it to CSOS well before we take it to the TPC. We spent a lot of time here on the methodology we use now to be equitable and also administratively simple.

7. [38327](#) Update on Formation of Regional BRT Committee

Attachments: [BRT Res.pdf](#)

Kamp said this was adopted a couple months ago from by the Common Council. A guiding committee is in the process of being selected. The MPO selected two representatives - Al Matano (chair of the MPO) and Mark Opitz. Others are working on theirs. A reminder – there was about \$2 million in state/federal/local funding for a rail study. We asked to use it for a BRT study. We had to do some preparation in order to facilitate this, and setting up the board was part of that.

8. [38291](#) Update on Confiscating Passes - Dave Eveland

Kamp said the last couple meetings we talked about how the new fareboxes did not allow us to confiscate passes and put them in the farebox. We are exploring what we can do now.

Eveland said the solution we are trying to come up with is similar to what we used to do. A mechanic showed how he could put a card in the farebox. The issue is the reliability of the process. It fails about 50% of the time. We are working with the vendor to give us tips on how to make this process work better. The best case might be if we can get the pass to be accepted by the farebox and then get a day pass for the passenger to use. It's still a work in progress. We'll have more information as we are able to test this. We think this is a better solution than installing a separate lock box. It fits with the way we were doing it before.

Kamp said if we look at how long a bus is in the service lane, dealing with passes in a lock box is not practical. We've looked at whether drivers should hold onto them, and we've found some drivers don't feel comfortable with that as it could be misinterpreted as theft.

9. [38290](#)

Questions on 2014 Final Audited Statements - Wayne Block

We had our audit and Block passed out the summary. It shows all individual partners. The formula is the one we've used in the past. Almost all partners were overbilled for the year, so all except Verona are getting a check returned to them. Those should be going out today or tomorrow. There is nothing to highlight from the auditors about how we allocate. He thinks every partner (other than Verona) is fully funded in contingency. So in the quarterly invoices being sent now there is no amount to contribute to contingency.

Kamp said one primary reason we use the contingency is fuel. We are locked in for 2015, 2016, and 2017 and the price goes down a little each year. We locked in ahead of some other departments. Eventually the prices came down so low even fleet has locked in for part of that period. Our need for managing that risk should be well controlled compared to years when we were floating for fuel. Block said we were locked in for 2014 but a number of other factors meant that partners were overbilled and that is why they are getting refunds. Other factors: passenger revenue was up much more than budgeted, some expenses that far exceeded our expectations, but some others that were under by quite a bit. Block said he didn't bring financial statements, but he can send those out for partners to see contributing factors. And if you have specific questions let him know. Block said the audit Management Discussion and Analysis income statement by mode is a quick look in the audit that might be more helpful than the full book.

10. [38292](#)

Update on Partner Contracts

Kamp said we have gotten comments from UW and Fitchburg about changes they want in the partner contract. We've gone through UW's comments with staff and the attorney. We owe Fitchburg an answer. We will send out the updated contract with the changes from Fitchburg that we have accepted. UW will have their own additional changes. We would like to consider the Fitchburg changes the final.

11. [38298](#)

Ridership Reports

Attachments: [Fixed Summary Mar2015.pdf](#)
[Monthly Ridership Mar2015.pdf](#)
[Para Indicators Mar2015.pdf](#)
[Para Summary Mar2015.pdf](#)
[Route Performance Mar2015.pdf](#)
[Route Productivity Mar2015.pdf](#)

Kamp said fixed route ridership is down slightly. We are not sure if that is due to gas prices or something else. It is interesting to look at partner routes like Verona. Both Route 55 from the WTP and Route 75 from the square are up. I think if we had articulated buses every 15 minutes from the square to Epic, we could fill them up. We don't have that capacity. We could also fill articulate buses on campus and other places. With or without BRT, if we have a satellite facility it will include articulated vehicles.

The Legislative Audit Bureau did audit of how non-emergency medical transportation is working throughout the state. That service overlaps somewhat with us. Our paratransit ridership is up because MA waiver rides are up. We are wondering if there is a relationship there. Paratransit ridership is up 5.5% overall. If there is interest, we can make that an agenda item.

Route 26 changes go into effect the May 24th. That will serve UW hospital on the east side. It also affects Route 25 and 36.

Opitz asked about the Route 71 increase, is that offsetting Route 74 changes? Christopherson will make a note and find out.

12. [08290](#)

Reports of Member Communities/Institutions

Middleton (Opitz) – A Parmenter Street project is underway and will be done by August. Valley Ridge Road is under construction from June – August. Allen Blvd is going to be a County project so that will affect traffic as well.

Madison College (Dahlke) – Next year will be the last year at the West campus. The facility at the corner of Gammon and Mineral Point Road will be closing. This summer there will be a B-cycle station at Truax. Madison College is going to work with other partners in that area of the city who are interested in having cycle stations.

Fitchburg (Bizjak) – We just purchased and received four new custom bus shelters. Fitchrona Road near the Target shopping center will get two. Fish Hatchery Road by Post Road will get one, and one will be by Greenway Cross. The TTC met last week to talk about the intracity transit study. One outcome is a recommendation that the city should submit a letter of intent to be a potential partner for funding if we were to have separate service in the city. We might be putting something together for council to approve. The other item I can update is the Route 59. A proposal went to public hearing yesterday about taking service off Verona Road where it doesn't have stops and going to Sprocket Drive to have additional bus stops in the industrial area. It would also go to the cinema and other businesses. Metro did not get any comments on that. If Route 59 changes are approved by the TPC, how soon would that be implemented? Christopherson said August.

MMSD (Howen) – The district is undergoing a lot of budget challenges. If we

had any ideas of making changes, the budget impacted our ability to move forward. We had an analysis done about whether middle school students should not be on Metro Transit, but budget constraints have limited the ability to explore other options. Good news is that it proves Metro is a good financial option for us. There was concern about who middle school students would be on buses with. However, a large percentage of riders are students.

UW ASM (Bergamini) – Graduation is this weekend. We had another very successful year in terms of pass distribution and service. The student body elected a new leadership team. They are supportive of the city’s TIGER grant application and contracting for continuing bus service. We are getting ready for the variety of summer programs.

Kamp said he wanted to thank Bergamini for nominating Kyle Schroeckenthaler for an APTA internship. He has done two studies for us. He created an equity report from our 2008 onboard survey, and we will do the same sort of analysis with our newer onboard survey. Also he and his team did a cost benefit analysis of the garage project, some of which we will be able to use with our TIGER grant submission. So if you have any students interested in the APTA scholarship, let us know. Bergamini would be happy to talk with anyone interested.

MPO (Cechvala) – The On Board survey is done, and the report is in progress. We’ve updated our red dot map; it will be on the website soon. We will be going onto the next phase of that project, and that will support the BRT study.

UW Transportation (Ward) – In June, we will be getting more new shelters, so we should have old ones for sale at SWAP. The accessible shuttle service ends this week and starts again in September. We will have another year of the pilot. It has been successful so far.

Verona (Sayre) – They would like additional bus stops on Hwy 151. A food pantry is moving to county property there. They have contacted Metro about additional bus stops to serve that area. We need to figure out times and how best to serve the needs of the population. We continue to work with Epic, and they are still expanding. They have continued interest in how to add peak service, so they are supportive of the TIGER grant. A state level audit revealed some issues, and we want to make sure what parties have worked out is ok with WisDOT.

13. ADJOURNMENT

The meeting was adjourned.