



# City of Madison

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

## 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](http://www.madisoncitychannel.com).

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Wednesday, October 12, 2011

5:00 PM

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

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Please note: Items are reported in Agenda order.

### A. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:02 PM.

Present: 8 -

Ald. Bridget R. Maniaci; Chris Schmidt; Ald. Lisa Subeck; David E. Tolmie; Gary L. Poulson; Margaret Bergamini; Susan M. Schmitz and Kenneth Golden

Excused: 2 -

Amanda F. White and Kenneth M. Streit

Please note: Schmitz arrived at 5:07 PM and Maniaci arrived at 5:10 PM, during discussion of Agenda Item F.1. Schmidt arrived at 5:36 PM, during discussion of Agenda Item F.3.

### B. APPROVAL OF MINUTES

A motion was made by Golden, seconded by Tolmie, to Approve the Minutes of the September 14, 2011 meeting. The motion passed by voice vote/other.

### C. PUBLIC APPEARANCES - None.

### D. DISCLOSURES AND RECUSALS - None.

### E. TRANSIT AND PARKING MONTHLY REPORTS

#### E.1. [24152](#)

Parking: September 2011 Activity Report, August Revenue/Expense & Occupancy Reports - TPC 10.12.11

[Please note: This item followed Agenda Item F.1.]

Parking Operations Manager Bill Knobloch answered questions.

- The only change in the Parking's budget: \$50K for handhelds was moved into Parking's capital budget (from the Police Department's Parking Enforcement budget). Parking would now be buying all the enforcement equipment for the Police and for Parking, for a total of \$300+K.
- Alders had asked about automation in the Parking facilities and about the languages on parking machines. Parking currently had three languages on its machines. Staff was checking to see if these were adequate.

- The installation of cameras in garages had been worthwhile. Not only had the incidents of gate-crashing gone down, Parking was ready to write two tickets based on video evidence. The bail for violations was applied to the owner of the vehicle.
- Total costs for the cameras had been cheaper than expected because installation had been in-house.

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

E.2. [24153](#)

Metro YTD Performance Indicators (Fixed & Paratransit), Rider-Revenue-Fare Type and Financial Reports; Update on Budget if needed - TPC 10.12.11

Metro General Manager Chuck Kamp answered questions.

- With significant cuts in State funding and increased diesel fuel costs (from \$2.37 to \$3.20), it was huge that the 2012 budget allowed Metro to maintain the status quo (without fare increases or service cuts).
- Also, because the Mayor had expressed interest in express service to the periphery, Metro was exploring the numbers.
- Efforts to install signs at "near side" bus stops had mostly been completed in core service areas (several hundred had been done). Happily, many fewer cars were parking in bus stops. With budget constraints, this effort had not reached the periphery.
- Ridership was up 10.6% in August, and up 7.7% for the year.
- Though diesel costs were \$400K overbudget, with passenger revenues up 10% and savings (in parts, paratransit and personnel), Metro's budget through August was close to even.
- Unlimited ride pass revenues were up 17%; the new Commute Card (with over 80 companies, non-profits and one neighborhood association) was the fourth largest in this category, with 105K rides through August.
- Because of the rise in ridership, Metro now faced the challenge of overcrowding.
- Along with addressing this issue, Metro was also focusing on what to do about a new bus garage.
- They had just received 15 new buses. Normally they would take 15 old buses out of circulation. But now they needed to continue using some of the old buses in order to keep up with demand. With as many as 208-210 buses in use, they were not sure where to store them.
- Re: maximum bus capacity, drivers were supposed to enforce "no standing ahead of the yellow line". The challenge for drivers was to encourage riders to move to the back. Riders seemed to comply better on buses with perimeter seating.
- One neighborhood association was distributing Commute Cards, and had demonstrated they could handle it administratively. If other associations were interested, Metro would be open to that. The success of the one association was due primarily to one individual's commitment to take charge of the process.

Schmitz/Maniaci made a motion to receive the report. The motion passed by voice vote/other. [Please note: The meeting proceeded to Agenda F.2. and the remainder of the agenda items.]

F. NEW BUSINESS ITEMS

F.1. [24154](#)

Impact of New Concealed Carry Law on Metro Transit's policy banning firearms on City buses, presented by Marci Paulsen and Carolyn Hogg, City Attorney's Office - TPC 10.12.11

[Please note: This item was taken out of Agenda order, after Item D. and before Item E.1.]

Carolyn Hogg and Marci Paulsen of the City Attorney's Office shared the following information about the new State concealed carry law.

- The new statute did not apply to transit vehicles; so Metro's current policy re: expected conduct on City buses (inc. the weapon ban) could continue to be enforced.
- However, the new statute did affect transit buildings, including shelters and transfer points.
- Since the new law authorized cities to develop ordinances, a new trespass ordinance would be up for adoption at the Council on 10/18th.
- Under that ordinance, if any building was posted that no weapons or guns were permitted, people could not enter a building with a weapon/gun, or if they did, they would be considered trespassing under the ordinance.
- A resolution was also being introduced, which would require all departments to place signage such as: No firearms or weapons permitted on this property. Violators are considered trespassers and are subject to forfeiture or arrest.
- If approved, the City would be placing this notice in all its buildings. In looking at the definition of "buildings", they had determined it would include bus shelters and transfer points and therefore would ask that this notice be posted at all shelters and transfer points, not to allow firearms/weapons within them.
- The signage would put people on notice: If anyone entered City buildings, bus shelters, or transfer points with a weapon, the police could arrest them for trespassing.
- The law that was created by the State statute specifically created a violation for "trespassing while carrying a weapon".
- The purpose of the trespassing provision in the State law seemed to be to allow property owners to indicate they didn't want people with weapons.
- Engineering was working with the sign shop to come up with a standard decal; cost was estimated at \$5,000, for enough signs to go in all City buildings; this was for the signs alone, not including the cost of labor to install them. Decals (at \$5/each) would be more cost-efficient than metal signs (\$20/each).
- Because of specific exceptions in the law that said it did not cover weapons in a vehicle, inc. those in a parking facility, the City would not be posting the notice in parking facilities.
- The new law said that the trespassing provision could not be applied "to any part of the building used as a parking facility" or "any grounds or land used as a parking facility"; in other words, people could conceal/carry weapons not only inside their cars, but also on their person inside a parking facility. Knobloch expressed concern about Parking's inability to post signs.
- In buildings where the City rented from a private owner, the City would be able to post signs only in its own offices; it would be up to the landlord to post signs in common areas/entrances of the building. Bergamini commented that Metro might want to work out an agreement with its landlord at its headquarters.

F.2. [24089](#)

Authorizing the Mayor and City Clerk to enter into an agreement with Walker Parking

Consultants to provide Owner Representative services for the master planning of the Government East Parking Garage replacement project in the amount of \$56,000.

**[Please note: This item followed Agenda Item E.2.] Knobeloch said that, as the owner's representative for the new facility behind MMB, Walker Parking Consultants would look only at the needs of the Parking Utility. Having attended many meetings recently, Knobeloch could see clearly the importance of having parking consultants available to help model such things as the curb space needed at parking entrances/exits and the street capacity needed to make sure that parking worked, so that, for example, parkers wouldn't get stuck underground waiting to exit because of problems at the grade level that didn't work for the parking.**

Poulson hoped Walker would keep the Commission informed. It was noted that the agreement capped Walker at six major meetings. Knobeloch said that any more than that would be an add-on and get expensive. But perhaps some TPC members could attend some of these meetings.

**A motion was made by Ald. Maniaci, seconded by Schmitz, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

**F.3. [24155](#)**

Discussion of Transportation Plan (in 2012 City Budget), presented by Steve Cover, Dept. of Planning and Community & Economic Development - TPC 10.12.11

**Director of Planning and Community and Economic Development Steve Cover discussed the Transportation Plan in the 2012 capital budget (\$500K in 2012 and \$100K in 2013).**

- **When he began as Director, he discovered there was no plan that pulled together all the separate transportation plans (such as those for bike and transit).**
- **Madison was the second fastest growing city in the Midwest, and if that continued esp. with the limited geography of the isthmus, we would reach a point when we would have transportation problems well beyond what we have now, which the Plan could help avoid.**
- **The Plan would provide strategies and specific implementation steps to connect and link all the various transportation elements of the city, not only to connect bike paths, transit and the road system, but also to consider how we can improve access to the major destinations within the city (downtown, Kohl Center, etc.).**
- **The Plan would look at existing systems as well as future systems that could be put in place (such as high-speed rail).**
- **It would include an evaluation of parking, focusing on the downtown area, to see what our downtown parking needs really were (vs. opinions and perceptions), to arrive at some clear, strong recommendations about this.**
- **The Plan would include a realistic implementation plan laid out over a 20- to 25-year period in a strategic and chronological fashion, so that each piece sets the stage for future pieces.**
- **It would investigate alternative funding mechanisms to reduce the need for state and federal resources, which were gradually diminishing; to look at what alternative sources the City could generate to implement the Plan.**
- **A City Design Team would be created to look at the John Nolen Plan and the various design components of the city, not only in terms of its building stock, but also its streets and paths, and how to improve them not only in the downtown but throughout the city, in order to make our streets really spectacular.**

- Work on the Plan would be multi-departmental and multi-disciplinary (inc. Chuck Kamp, David Dryer, Rob Phillips and David Trowbridge).
- A task force would be created to monitor work on the Plan, which would look not only at the downtown, but at the entire city, and would consider growth outside of the city.
- The Plan would take two years.
- Members of the TPC were likely to be part of the task force, would receive constant updates, and would have many opportunities to get involved.

Schmitz said the good news was that most of the outlying communities (in anticipation of an RTA) already had great transportation plans. Golden mentioned the MPO's 2030 Plan and wondered how the two Plans would relate to one another. Cover said that this Plan would focus primarily on the city of Madison and would be more detailed, but they would certainly look at the 2030 Plan.

Golden noted how the MPO, the county and the touching municipalities created different challenges for a City plan. He discussed how the County was constrained by the State from becoming a regional transportation provider. Noting that the County frequently turned over responsibility for county trunks to cities, he had questioned why these roads were not regionalized. He learned that counties couldn't assess adjoining property owners for public works projects like the City could, even though the County would be a more logical base for funding certain projects. Golden also noted how the Metro Transit system had reached out to neighboring communities in the county. He totally saw the need for a plan like this, but thought these other governments and how they related to a City Plan would need to be carefully considered when developing specifications.

Cover said the MPO would be actively involved. He had also talked to the Planning Director for Dane County, who was very interested in seeing the Plan done well. In terms of the regional issue, the rapid growth in adjoining towns and their transportation needs would have to be considered; and these communities would certainly be involved early and often in the process.

Golden thought that in trying to accommodate regional needs, Madison's "take" on things was missing in some previous plans. He was glad to hear the other groups would be consulted, but felt a "Madison-only" document was a great idea. Maniaci said that the focus of the Plan on Madison gave the city a chance to put its own house in order, to improve its own transportation system. There wouldn't be a problem to implement the plans of adjoining communities with our Plan; they weren't incompatible, and in fact, what the City needed to do would be what they needed us to do.

When asked, Cover said he expected the draft of the RFP would be available shortly after the Council approved the budget, probably in December. Staff wanted to make sure it included everything people hoped to see come out of the Plan; but it had to be realistic, and staff would have to screen this to make sure it met budget. Cover thought that, with the proposed budget, the City would get a really good Plan.

Having seen many plans over the years that either overlapped or left gaping holes, Bergamini talked about the thousands of dollars being proposed for various planning efforts/studies (i.e., Johnson-Gorham study, Gov East study,

bus size study, zoning rewrite), and wondered how consultants for these other plans would be involved. Cover said they would have to look at each of those projects, to see where they stood and see how they fit. Once a Plan was adopted, projects like those would be clearly identified in the implementation plan over the next 20-25 years -- not guessing and not focusing on just one particular street, but rather showing how each tied into the big picture.

Bergamini said that when preparing the RFP, she asked that they look at ways work could be diverted to staff or that perhaps additional staff be hired in Planning, Transportation and Engineering departments (since she thought them understaffed), and look at ways these studies could be dovetailed. Well over a million dollars was being budgeted for various (admittedly important) planning projects, and how the moving pieces would go together wasn't clear. But she wanted it done in a way that strengthened departments, and saved money.

Cover said staff in departments with key roles would be heavily involved. The consultants would be selected on the basis of how innovative and progressive they would be (vs. offering a "standard transportation master plan"). He felt that more staff involvement the better, which would save money and help ensure that the emphasis would be on Madison. David Trowbridge would be the Project Manager. The public would have plenty of input also. Maniaci said she wouldn't expect the Johnson-Gorham study to be caught up in the larger scope of the master Transportation Plan. Cover agreed with Golden's comment that being a big player and having a master plan of their own, the UW would certainly be part of the task force; and thought they would be really excited with the final product.

Poulson thanked Cover for his presentation and said the Commission would be interested in how this developed.

**F.4. [23210](#)**

Authorizing the Transit General Manager to enter into a Memorandum of Understanding with the City of Verona to continue to provide public transportation between Madison and Verona pursuant to the terms and conditions of the agreement executed between the Parties on August 31, 2005 and extended through December 31, 2007, except as modified by the Memorandum of Understanding and until a new agreement is executed.

**Kamp said that Metro was working through the CSOS to update the contracts of all of Metro's partners; but Verona's had expired. This resolution would approve an MOU with Verona to continue the existing agreement until the new contracts were ready. The MOU had been reviewed by the City Attorney's Office and approved by Verona's Common Council.**

**A motion was made by Ald. Maniaci, seconded by Golden, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.**

**F.5. [23616](#)**

Authorizing the Mayor and the City Clerk to enter into an agreement with Maple Leaf, Inc. for the removal of snow and ice at the South, East and West Transfer Points, the North Transfer Point, including the Park and Ride connected with the North Transfer Point and the Dutch Mill Park and Ride. This contract will be for the 2011-12 season with four one-year options for renewal by mutual agreement of the Parties.

**Kamp said that the resolution would approve a contract with a new vendor to clear snow and ice out of the roadways at the Transfer Points and the Park and**

Rides. Staff cleared the sidewalks and shelter areas. Responsive and responsible, the new vendor ranked best of five.

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

F.6. [23872](#)

Authorizing the Mayor and the City Clerk to enter into a contract with Trapeze ITS U.S.A., LLC to provide software maintenance and support for the period 1/15/2011 - 12/31/2013 with two options to renew for an additional year period each for calendar years 2014 and 2015.

**Kamp said the resolution would approve a contract with Trapeze to provide software maintenance for the Continental Signs (real time info for passengers), Siemens (automated vehicle locator systems) and Trapeze software, which were now all lumped together in one company, Trapeze. The resolution would continue Metro's software maintenance agreement with Trapeze, inc. automatic software upgrades, which was needed for both customer service and internal operations (in managing the fleet and the system).**

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

F.7. [23960](#)

Authorizing the Transit General Manager to file an application for a public transit capital grant with Wisconsin Department of Transportation and authorizing the Mayor and the City Clerk to execute the associated grant agreement with WISDOT and the associated 13 (c) agreement with Teamsters Local No. 695.

**Kamp reminded members of the overview he gave at the previous meeting, regarding how the WisDOT money would be used to review Metro's mix of bus sizes (per a recommendation of the Ad Hoc LRMTTP Committee Report). Metro would work with David Trowbridge on the study, to look at everything from small buses to articulated buses. When asked about "Dial-a-Ride" services and smaller vehicles, Kamp said the study would focus on fixed route service and what type of vehicles Metro should be using.**

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

F.8. [24000](#)

Authorizing the Mayor and the City Clerk to accept sponsorship by MillerCoors, LLC for the New Year's Eve free rides program. MillerCoors is donating \$10,000 for 2011 to help offset the cost of providing free expanded transit service on New Year's Eve. The agreement includes an indemnification clause. The amount of the donation for each of the remaining two years of the contract will be agreed upon by the parties.

**Kamp said this annual arrangement was a good community image program for Metro and Miller-Coors. Four hours of service were added. The program provided 3,000 rides last New Year's Eve, up from the year before. No onboard advertising was included in the agreement.**

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

**G. 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  
Madison Area Transportation Planning Board (MPO)

**No action was needed on these items.**

**H. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

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

**Poulson announced his recommendations for TPC members to other sub/committees: Ken Golden to Contracted Service Oversight Subcommittee, Ken Streit to Parking Council for People with Disabilities, and Margaret Bergamini to (continue on) Joint Southeast Campus Area Committee. Streit's move to PCPWD would leave a vacancy on ADATS, which Poulson said he would look at.**

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

**ADJOURNMENT**

**A motion was made by Bergamini, seconded by Schmitz, to Adjourn at 6:15 PM. The motion passed by voice vote/other.**