



City of Madison

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

Thursday, November 13, 2008

12:00 PM

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

1. CALL TO ORDER / ROLL CALL

Staff: Chuck Kamp, Ann Schroeder, Wayne Block

Present: 5 -

Bruce K. Sylvester; Carl D. DuRocher; Andrew Potts; Mark M. Opitz and Rob Kennedy

Absent: 2 -

Rick Rose and Jed Sanborn

Excused: 4 -

Rindert Kiemel, Jr.; Shawn M. Murphy; Howard E. Teal and Renee R. Bremer

Non Voting: 2 -

Ahnaray Bizjak and Margaret Bergamini

2. APPROVAL OF MINUTES

Kennedy moved approval of the 9/11/08 minutes; DuRocher seconded. The motion passed by voice vote/other.

3. PUBLIC COMMENT

There was no public comment.

4. [12540](#)

Status of Contract Updates

Block said Assistant City Attorney Carolyn Hogg is meeting with staff next week to finish the updates. Kamp gave examples of what delayed this such as charter regulations and new proposed school bus regulations. Bizjak said now the partner invoices are based on estimates and then at the end there is an adjustment. Bizjak said the Fitchburg City Administrator indicated that it was problematic that they receive the 2007 5th quarter adjustment invoice in May 2008. She asked whether the adjustment could be paid the first of the following year (for example, the 5th quarter 2007 invoice would be paid during the 1st quarter of 2009). In this example, that would allow municipalities to budget for the adjustment in 2009.

Kamp said that staff can talk about. Metro will start having contingency funds to deal with some overages. Staff could talk about sending unaudited amounts in February so municipalities can better judge what the 5th quarter invoice will be. Roach had said that would be helpful, but it would be even better to just know the exact amount and be able to pay that the following year.

Block thought the two-step year-end process would work – giving an estimate in early January to get as close as possible or unaudited amounts later in January and then have the small adjustments that can be paid the following year. Bizjak said that would still be guessing how much extra funding to put in the budget, which is set in October/November for the following year.

Kamp wanted to discuss this with Dean Brassler and then discuss it with this group further. This process would affect Metro cash flow. But Metro can get some pretty close estimates that could be helpful. Block also suggested giving updated estimates toward the end of the year to help as well.

5. [12541](#)

Status of 2009 Budget Estimates (with contingency reserve calculations included)

Attachments: [Fitchburg.pdf](#)
[Kohl Center.pdf](#)
[MATC.pdf](#)
[Middleton.pdf](#)
[MMSD.pdf](#)
[Town of Madison.pdf](#)
[UW.pdf](#)
[Verona.pdf](#)

Block asked whether all partners would like monthly or periodic updates on budget estimates during the year. Kennedy said UW would like that. He said monthly would be best, but quarterly would be helpful too. Block said the cost per hour that Metro originally used and current cost per hour are very similar. It changed slightly because there were some very significant changes to the budget plan between development and when it was finally submitted.

All partner ending local deficits will be very close to the original estimates submitted to municipalities. Service hours based on those were developed a year and a half ago. The numbers on the handouts did not reflect any updates during the year.

Kamp said the City of Madison budget was approved the previous evening. The municipality estimates reflect Metro's locked-in fuel price of \$3.38 through next year. The approved budget includes a \$2.00 cash fare and an increase to \$55 for a 31-Day pass. The municipality estimates reflect those increased fares and the contingency. Metro projected the contingency fund at the end of this year down to just under \$200,000.

Kennedy wondered if changes in ridership due to fare increase were factored in. Kamp said yes. Metro had been experiencing about a 6% increase. Staff anticipated more pass ridership but decreased cash and ticket ridership for a projected increase of 1% and decreased productivity.

6. [12539](#) Route Productivity - September 2008

Attachments: [Route Productivity Sept08.pdf](#)

Kamp said Route 80s don't have the fares collected so drivers have to estimate and record the ridership. Staff believes the drop is due in part or largely to drivers who need to be trained.

The new Route 52 in Fitchburg is already up 40% in productivity. It is outside the boundary of "x" to see if it needs to be modified. Some Middleton routes are showing notable increases in ridership/productivity.

The Town of Madison is struggling with their budget again. Routes 40 and 47 are being looked at for adjustments or cutting. Metro is looking to see if it would make sense to shift any segments. Staff had not come up with any way to help with costs yet.

Metro will continue to monitor numbers and see if the drop in gas prices will affect ridership. Transportation decisions tend to be long term decisions, so Kamp said he did not think it would.

Kennedy said he would like to see other statistics for Route 80. Kamp said he will ask Planner Drew Beck to check four segments of the day to see ridership numbers. It is an average of 83 rides per hour, but Kennedy says most often when he rides there are far more than 83 people on the bus. Kamp reminded the group that the number on the chart is boardings per hour on one bus on the route averaged throughout the day.

Opitz asked about Route 24. That route changed in October. It is now the Route 20 and has been modified to include weekend service. The statistics passed out at the meeting is still comparing apples to apples. DuRocher said it would be interesting to see how many boardings there were at the bus stop at the airport to see if the increase on that route is due to airport or other ridership. At the north transfer point, the 17 becomes the 20 for most of the day.

7. [08290](#) Reports of Member Communities/Institutions

DuRocher (Transit and Parking Commission) – They are clearly going into public hearing for proposed service and fare changes. Kamp clarified that at the Common Council budget meeting, there was a proposed substitute amendment that would reduce fares (back to \$1.50) and revenue would be made up by reducing reserves, eliminating clean air action days, reducing transfer point security expenditures by \$25,000 and shifting the City's fund balance of \$100,000 and a reduction in transit for jobs. Alder Sanborn's substitute only had the eliminated clean air action days and put that money in reserves. That was approved 12 to 8.

DuRocher said very few members of the TPC are not supportive of this, but that's the nature of the budget process of the City. The fifty cent proposed increase in the Mayor's budget is assumed to bring in \$682,000. Does that

assume the money is from cash fares or an increase from all fares? Kamp said it is from the increase of all fares. The model assumes some shifting of cash fares to monthly passes because passes increase at a smaller percentage than the cash fares. The intent is to maintain the deep discount for the passes.

Kennedy clarified that the TPC can set fares; the Common Council can't. But the Common Council sets how much money they are willing to give to Metro, and the TPC must react to that with cuts or other ways to make up for that difference if they don't want to use the fare increases that the Common Council based their budget on.

DuRocher said that anecdotal evidence shows that people with the most limited resources pay the highest fares because they can afford to come up with single cash fares rather than the larger lump sum of money to buy the discounted fare passes. DuRocher is concerned about higher prices having a negative affect on ridership.

Kamp said that he is interested in checking out a model in Cincinnati called Everybody Rides Metro in which transit systems are involved in setting up a non-profit to help with the problem of people on low and fixed incomes affording transit. Metro works with Porchlight on a smaller to scale to help provide transit when trips are job related. Everybody Rides metro is not limited to work related trips. The beauty of the model is that transit doesn't have to get information on income levels, the non-profit does it. Kamp will work with Alder Solomon on this.

Kennedy (UW) – Around thanksgiving the Observatory/Highland Avenue intersection will open. That should make a big difference in campus routes. There is a group of folks concerned about safety on campus and want to change the 81 route. New shelters will be out by January the earliest. They will be difficult to install at that time, but UW will work with Metro. New shelters differ from other shelter because they say University of Wisconsin and are more attractive. Kennedy will forward how those look to Bizjak because Fitchburg is looking at shelters as well.

Potts (Fitchburg) – They passed their budget. The main change is they approved expanding Route 52 to include weekend service. Businesses served by that route would like to have that additional service for their employees. It won't have a huge impact on Jamestown which is mostly commuters. But it will have a positive impact on the Orchard Point development. There is a lot of long range planning going on in the east side of the city, which includes transit planning. Kamp said in the 2009 Metro budget they are looking at developing a list of service improvements and will try to add Route 52 weekend service in June rather than September. Bizjak said the only thing that could cause a problem is budget.

Bizjak said they are in the midst of doing the transit survey. That is on their Website. It went out in the Fitchburg update, which was mailed out November 7. Looking at their Website on Monday, there were already ten responses. There was an article in the Fitchburg Star. They are working with the Chamber of Commerce to get the survey sent to employers to get it to their employees to get reverse commute information.

Fitchburg is adding two shelters. They purchased a used shelter from Hilldale.

They will install it on the south side of Greenway Cross just south of coho – the highest use stop that doesn't already have a shelter. The other will be installed on Fish Hatchery Road across from High Ridge Trail by Sun Valley apartments. She was not sure if it would be installed this year or in the Spring. Fitchburg has 6 or 7 shelters installed by Metro and maintained by Metro. The new Fitchburg shelters will be purchased and maintained by Ftichburg.

Sylvester (Verona) – Rtoue 55 is doing well. It was converted from a loop to a push-pull route. It was a difficult process. They worked with the Public Works Department and identified all stops in the city (8) where there was no concrete pad between the stop and sidewalk. Public Works has leftover cement to pour pads connecting stop to sidewalk. Of the 8, seven were simple. Most of the Route 55 ridership is Epic employees. Epic is bulding a second campus, so ridership will probably double in the next five years.

Opitz (Middleton) – They have a new weekend route number (not new service). He talked to Schedule Planner Colin Conn about making some adjustments to the weekend service, perhaps reducing hours on Saturday and having some service on Sunday. They might do a survey to check ridership.

Margaret (UW ASM) – Their offices are moving. Bus pass distribution will stay in the Memorial Union at least this year. They will decide where they can be to distribute on the West side of campus. They are meeting with sorority presidents to talk about service and security.

DuRocher said on the last TPC agenda was the topic of fleet replacement. All new buses go to surrounding areas. So everyone will be seeing new buses.

8. ADJOURNMENT

Opitz moved to adjourn; DuRocher seconded. The meeting adjourned at 1:05 PM.