



City of Madison

Meeting Minutes - Final

TRANSIT AND PARKING COMMISSION

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

Tuesday, January 10, 2006

5:00 PM

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

If you need an interpreter, materials in alternate formats or other accommodations to access this meeting, please contact Metro Transit at 608-267-4967 or TDD 608-267-1143. Please do so at least 48 hours prior to the meeting.

Present: Ald. Kenneth Golden, Ald. Noel T. Radomski, Ald. Jed Sanborn, Carl D. Durocher, Amanda F. White, Tim Wong and Kevin L. Hoag

Absent: Sharon L. McCabe

Excused: Chris R. Carlsen, Diane L. Paoni and Kenneth M. Streit

A. CALL TO ORDER

Chair Durocher called the meeting to order at 5:09 PM.

B. APPROVAL OF MINUTES - 12/08/05

A motion was made by Ald. Sanborn, seconded by White, to Approve the Minutes. The motion passed by acclamation.

C. PUBLIC APPEARANCES

Susan DeVos, 626 Gately Terrace, Madison 53711 spoke. DeVos is an ADA Transit Subcommittee member and member of a Madison area advocacy group that is forming. She had three suggestions for future agenda items that need policy direction.

- Explore the possibility of getting discounted fuel if that cost savings would be reflected in fare reductions
- The bus shelter on the square that is slated to be torn down and not replaced should be replaced. Perhaps there could be a public hearing to generate funding ideas.
- The current labeling system for buses is confusing and could be improved.

DeVos focused on the third suggestion during her three minutes. Buses with similar routes should have letters in addition to numbers. For example, Route 2 is different on weekends than it is weekdays. Even during weekdays, there are some changes depending on the run - sometimes it goes via one way and other times via another. Although there are via signs, adding letters like Route 2A when it goes via this road and Route 2B for via another road and Route 2C for the weekend route, would make it more clear for riders.

D. TRANSIT AND PARKING REPORTS

D.1. Parking November 2005 revenue report

A motion was made by Ald. Sanborn, seconded by Ald. Radomski, to Accept Bill Knobloch, Parking Operations Manager, was present. He said there was a small weakness in demand, but it was mostly business as usual The motion passed by acclamation.

D.2. Metro YTD Nov. 2005 Performance Indicator Reports

A motion was made by Ald. Golden, seconded by Wong, to Accept Transit General Manager Catherine Debo said the highlight in the Metro performance indicators is that ridership is strong. There is a 6.9% increase this November over November of last year. There is a 3.8% increase in ridership YTD (through November) that brings it to a 20 year high. The increase in paratransit trips is less exciting because that service is more expensive. Plans are in place to try to get more funding for paratransit services. That is addressed in the Strategic Annual Plan.

There has been tremendous growth in Website usage and online sales. Charts were included in TPC packets. There is a cost savings to Metro because of these increases. Fewer Ride Guides can be printed because people use the online schedules. Fewer passes and tickets need to be delivered to outlets because more people are purchasing them through online sales.

Wong asked that a subtotal be added for the unlimited ride contract category of the Comparison of Ridership and Revenues report prepared by Transit Planning Manager Sharon Persich. He said the numbers for the projection don't appear to add up, and it's difficult without a subtotal. Debo said a subtotal would be added. Wong also asked if charts could be attached in spreadsheet format. Debo said she had checked into that, but it can't be done without leaving the file vulnerable to people making changes. They must be attached as a PDF file.

Wong asked if the 20-year ridership high that was mentioned had been adjusted for population growth. Debo said it had not. However, Metro Transit has the highest per capita ridership of any system with a similar population and among its service level peers. Sanborn asked why in November the cash fares were down so much when the fare increases did not include an increase for cash fares. Debo agreed it was counterintuitive and did not have a guess as to why that was the case.

Sanborn noted that in the Fare Category Subtotal of the Comparison of Ridership and Revenues report, revenues were above 2004 levels but below the projection. He wondered if there was more of a shift to passes than anticipated. Debo said that one day passes had been more popular than anticipated. Totals for ridership and passes could have been impacted by two new unlimited pass agreements. City employee pass use was greater than anticipated.

Sanborn noted that the peer comparison of operating costs in the Fixed Route Performance Indicators is based on 2003 data and wondered if that was the most current information available. Debo confirmed that it was. Golden asked how the projection numbers were figured. Debo said that Sharon Persich had developed the estimate at the TPC meeting when they had adopted a fare structure. Golden also asked that a subtotal be added for youth riders. Debo said that would be added.

The motion passed by acclamation.

E. OLD BUSINESS

E.1. Parking rate increase proposal

A motion was made by Wong, seconded by Ald. Golden, to Accept Knobloch restated the need for parking rate increases. These were supposed to be implemented in 2005 but were delayed. He heard from the Commission and got a letter from Golden asking for alternatives to the increases that had been proposed. He provided a spreadsheet that gave 3 alternative scenarios based on those comments that would still result in necessary added revenue. For example, instead of raising all street meters to \$1.25 as in the initial draft proposal, some alternatives proposed leaving the rate at \$1.00 and one alternative proposed just a 10% increase to \$1.10. Another example is the Monroe/Schenks meters being raised from .35 to .50 rather than 1.25. There needs to be an increase, but it doesn't have to be that much. The Alternative #3 column listed as "Staff Recommendations" is really a compromise. The spreadsheet left the final column blank to incorporate Commission feedback.

Knobloch said he had heard no complaints about the proposal to change the enforcement times from 8:00 AM to 6:00 PM to an increase of 7:00 AM to 7:00 PM. Perhaps those enforcement times could be longer. A problem arises when all meters aren't enforced during the same hours. People get confused even though each meter says right on it the hours of enforcement.

Wong asked why the additional revenue varied with each alternative. Knobloch said that there are various factors such as greater or lesser increases in each alternative. Also past experiences with increases are factored in. For example, current revenue with meters at the rate of \$1.00 is \$1,378,000. With an increase to a rate of \$1.25, additional revenue is \$233,000. With an increase to \$1.10, the additional revenue will reflect that at \$95,000.

Knobloch said that there were 254 lost parking ramp tickets in the month of November. The Parking Utility wants to handle those differently. It seems that most lost tickets occur at a certain ramp after the vehicle has been parking a certain number of hours, and the lost ticket fee will be less than the fee for parking that number of hours. The rate for a lost ticket needs to be set at a rate that won't encourage people to "lose" their ticket but also not punish people who legitimately do lose their ticket. Currently the fees vary. At the Brayton Lot, which has only machines, the lost ticket fee is \$24. At Government East (GE), the fee is around \$9. Perhaps there should be a standard lost ticket rate in the middle such as \$15.

Knobloch also said that Madison, like most cities, almost never has the ramp rate higher than the street meter rate. They don't want people to move out onto the street. However, this does happen in Alternative #3 at GE. Would people park on the street and feed the meter all day because parking in the ramp would be .10 more an hour? The Commission has to decide if they want to take the risk. It is illegal to feed the meter all day, but that is difficult to enforce.

Another possibility is to change the special event fee. The fee is currently \$3. Competitors charge \$5 to \$20 and those spaces fill up too. Increasing the special event fee could offset raising the meters to \$1.10 instead of \$1.25. Special event fees could go up to \$4 or \$5 depending on the alternative. An increase to \$4 is recommended as a compromise between \$3 and \$5. An increase probably won't make a big difference for people going downtown to a special event. Convenience is very important to people.

Another issue is hooding meters. This is done for events or by contractors while they are working. Sometimes meters are even removed for the duration of a job. Merchants think that reduction in parking takes business away from them. The Parking Utility wants an organization to think about it when they buy a hood. The fee is set at \$15. It should be at least as much as the hourly fee times the number of hours the meter is out of commission. A higher fee will make organization think and use the fewest hoods possible for the shortest length of time. The fee would be \$1 for the hood itself and then the cost for the time the meter is out.

Golden asked if Dane County and Monona Terrace had been contacted for reaction to possible city ramp increases. Knobloch said no, but that they usually matched the city increase. Golden said we should contact them because they have their committees and processes they have to go through as well. Sanborn asked why the price of hoods and meters out for construction were doubled in all of the alternatives, including the compromise. Knobloch said he felt the hoods are being abused and wanted meters out for shorter periods of time.

Sanborn noted that the residential fee was left at \$21. Knobloch said that is by ordinance. The RP3 program is separate and must pay for itself. Golden added that the RP3 is operated by the Parking Utility but it is not their program. It is self-supporting and cannot be used to support the Parking Utility.

Hoag asked how problematic it would be to not increase the special event fees. Knobloch said it would be very problematic. Hoag said that the increase is a big deal when you are not going to the special event, yet have to pay that fee. Merchants think it hurts business. Knobloch said many other alternatives were considered; the only other choice would be to increase all night parking from \$2 to \$3.

White asked why weekend parking is only \$2 and wondered if that is for all day parking. Knobloch said that it is a \$2 maximum on weekend and weeknights. Knobloch said that is something that could be changed if the Commission wants that. White also asked about contractor hangtags and the half vs. full day tags. Knobloch said that hangtags mean the contractor vehicle can park at any meter and not put money in it. The hoods are specific to a meter. White felt there would be no incentive to buy a half-day hangtag; Knobloch said contractors do. The hangtags and hoods present the same problem of taking meters out of commission for substantial periods. White felt it would make sense to raise the evening/weekend parking rates before special event fees. At a \$2 maximum, it would cost more to take the bus round trip on a cash fare than to park. The weekday evening times those rates are in effect are 6:00 PM to 5:00 AM. Not many people park during those hours. Golden asked that Knobloch look into the tie between the night parking rate and snow emergencies. We want to get people off the street and into ramps during snow emergencies. Knobloch thinks the way snow emergencies are handled is that gates are up during those times so people can park for free. He will check to make sure.

Wong asked how much revenue would increase if weekend parking were raised to \$3. Knobloch didn't have exact numbers but said you don't get the bang for your buck like you do with an increase in special event fees. Wong said the Commission needs to know the numbers before they can decide. He felt that

there needs to be some accommodation for people who are downtown for a short time and just want to run in somewhere. They should not have to pay the special event fee. Hoag said the special event ticket is time stamped. Could people who exit a ramp a short time later, obviously not going to the special event, get some sort of refund? Knobeloch said that it's a problem to just ask people if they are going to the event. In the past, large groups of people in red shirts would claim not to be going to the Kohl Center event. Exit gates are raised during special events when there are more than a few people in line in order to clear the ramp more quickly. The cashier puts the gate down again when there is no line. It's a risk to people if they decide to stay in the ramp and sneak out with special event attendees. They could end up getting caught with the gate down and having to pay more.

Golden said it would be interesting to project revenues for long-term use of street meters. If there are between 10 and 50 meters with only 50% utilization, it's criminal that they aren't being used for long-term parking now. A rate could be set that that long-term meters could be attractive to people to park and walk. Meters could be changed from two-hour limits to 10-hour limits. It would not cause a problem to at least try this because the spaces aren't being used now. Knobeloch said there is a long-term meter trial on Railroad Street by MG&E. They have gotten the results but haven't analyzed them yet. Golden said trials like that need to be marketed well. As someone interested in the issue and a downtown employee, he did not know about that trial. Knobeloch said it looks like the 10 hour meters were in good use.

Golden said that there are differences in special events. Perhaps there could be varying fees depending on the event or the facility. Things at Overture or full house events like men's basketball at the Kohl Center could be \$5. Less popular events could have a lower fee. Golden felt Knobeloch could be empowered to take the Commission's feedback and roll out changes based on that. If some changes were very badly received by the public, Knobeloch could make timely adjustments based on Commission suggestions without having to wait until the next meeting. Knobeloch agreed that there are some events where ramps fill up at 9:00 AM and stay full all day. Those are probably priced too low. The Overture Center can provide parking estimates based on ticket sales. The City does not charge special event parking for women's basketball, so there is already some focus on type of event. However, it is difficult for the parking equipment to handle varying rates for the same category of parking.

Golden felt that it is a mistake to tie parking rates to the need for capital improvement when there is no solidified city plan. Now the need to improve the Government East (GE) ramp is a high priority. We cannot just take it out of service. That would cause chaos. There should be an agreed upon plan such as building surge in the space behind the Madison Municipal Building (MMB) to help with overflow. Sell air rights to parking ramps to raise revenue, especially while Government East is unable to be used. Link parking rates to capital improvement only when there is a real plan.

Durocher said we are used to a Metro type situation where if we don't raise X amount of revenue, service cuts will result. If we don't meet X amount for parking, spaces don't go out of service. He asked if the Parking Utility needed X amount to safeguard the reserve in anticipation of upcoming projects. Knobeloch said that building the MMB ramp is priority. But also the Government

East ramp is in bad disrepair. There is exposed rebar that is rusting. The current repair principle is to only remove concrete when it creates a hazard on the outside facade of the structure. Therefore, there have been chunks taken out of the facility. Exposed, rusting rebar degrades the concrete and the structure will continue to deteriorate. If Government East is to last, it must be better maintained. Fixing it later will be more costly. If it isn't maintained, eventually the only fiscally responsible thing to do will be to close its doors.

Golden said he would like to see a resolutions with appropriate referrals that authorizes an RFP or RFI soliciting interest in re-development of the back MMB lot, including air rights. It would include a provision that the structure not service the entity above it until the Government East ramp is fixed. Wong asked how much of the rate increase revenue was to feed reserves. Knobloch said that if none of the currently proposed projects happen, then the increases would not be needed. The three currently proposed projects that trigger this rate increase and two to three more in the next 10 years are: 1) \$6M PU financial responsibility for the proposed new State Street Ramp; 2) \$138,000 annual increase in PILOT linked to street meter revenues; 3) \$15M for replacement of the GE ramp and/or the MMB space. Every dollar that is added to the reserves is a dollar that does not have to be borrowed. The previous estimates of revenues from air rights were not on target. If the mid State Street ramp project does not go forward, that changes things.

White said she would like to see the idea of a shuttle from parking ramps to various points downtown explored. This could help fill ramps that are not used much during the day, such as the Overture Center ramp. If a shuttle service were available, that could fit with the long term planning Golden was talking about. Golden said he would like to see tabs kept on the use of the 222 W. Washington ramp. Use plummeted when Alliant moved. If the building will be filling up and therefore the ramp, then the efficiency of the shuttle changes. Both Golden and White agreed the shuttle idea is worth pursuing. Knobloch said that at 222 W. Washington, the city rented up to 65 parking spaces to the new owners of the Alliant building. Currently they are using 45, but it hasn't given the city the revenue they anticipated.

Wong moved and Golden seconded to recommend Alternative #3 and include all the input from the meeting discussion. Golden also recommended that the special events price start 90 minutes before the event rather than two hours. Golden moved to amend the original motion and Radomski seconded. The amendment was to decrease the \$1.20 ramp cost per hour to \$1.10 only at Government East. The amendment passed with Sanborn, Golden, Radomski and Durocher for and White, Wong and Hoag against.

Wong questioned if it makes sense to keep Overture Center Ramp at .80 per hour if there will be growth there soon. Knobloch said that they wanted to keep one ramp at current rates so very cost sensitive clients could go there and fill it up.

The Commission voted on the original motion with the amendment that would accept Alternative #3 with the following changes from discussion:

- special events at \$4 unless there is a way to have the equipment charge variable prices
- start special event parking 90 minutes prior to the event

- 1.10 for most street meters
- use some meters for long-term street parking
- raise weekend/night parking maximum to \$3 (taking snow emergency procedures into account)
- ramp rate will be 1.10 at Government East only
- hold a public hearing in conjunction with the next meeting

In addition, Golden wanted to issue an instruction to staff to go along with the motion about parking fees. A resolution should be developed by the appropriate agency to issue a Request for Interest (RFI) in the development of the entire back lot of the MMB with the proviso that the process for development would be 1) underground parking, 2) use of the underground parking while the Government East ramp is being fixed, 3) if the entity is interesting and it is possible to build up while the parking is being used, that is fine. However they cannot open until the Government East ramp is finished.

Wong asked how many spaces would be created. Knobloch said that in the past, the Parking Utility had developed a plan similar to that suggested by Golden, and they were partnering with the Planning Department. There was even an idea to link Government East to the MMB lot. The number of spaces gained would depend on how high and how low one wanted to go. The previous plan called for \$15 million for Government East to create 1000 spaces. That scenario would change depending on the cost of concrete, which has inflated quite a bit in the last years.

The motion passed by acclamation.

E.2.

Status Report: West/South Side Route Restructure

A motion was made by Ald. Golden, seconded by Wong, to Accept Debo brought some information regarding proposed service changes and would like to bring additional information to the next several monthly meetings to give the Commission a full picture for the West/South Side route restructure planning. She provided maps of a few routes that would be impacted. One route would connect the South and East Transfer points and would replace Routes 31, 41, 42, and 43. That route has been discussed with the three alders that represent those areas. The ideas will be taken to some community meetings to get feedback. WPS is also supportive in general of the proposal. Metro will see what further feedback will be. Some positives to this proposal:

- all day connections
- no new service, but service changes in lieu of existing service
- response to date has been very positive
- changes would generate a substantial amount of increased ridership
- increased efficiency for scheduling
- would help transport people from residential to business areas

Route 65 would be extended so that riders could get from the West Transfer Point directly to the West part of campus. Route 12 would be streamlined. Metro will also send out the Marsh Road survey to the Habitat to Humanity area currently not being served. Service from the Dutch Mill Park and Ride could possibly be extended. Metro will explore interest in service on the far West Side in areas not currently being served. Three years ago, in the context of the East-side study, Metro did a survey of housing East of the Interstate. The only interest was from the Richmond Hill area. Metro was able to extend service to that area with no extra cost.

Durocher said it was laudable that Metro responded to requests for this from people including Bert Zipperer. Debo said that Zipperer has been enthusiastic about the proposal. Wong asked for clarification on route maps included in the packets. Debo said that the two maps represented inbound and outbound service. Inbound service goes through more residential areas and outbound is a quicker route to employment areas. The maps did not represent one route number. They showed areas served by Route 12 to Main and Carroll and then a change to Route 65 for the rest of the route shown on the map.

Wong asked if Metro has looked at commuter routes in light of more people changing to non-traditional work hours. Debo said that core routes - 2,3,4,5, and 6, connecting routes 17 and 18, as well as peripheral routes meet this purpose. When Route 16 from the South Transfer Point to the East Transfer Point is introduced it will become another such route. During peak times buses run every half hour; during off-peak times buses run every hour. As to commuter routes - as our society evolves, patterns of work commute may change, however, currently most people still work traditional hours.

White asked if when service changes are made in the University area feedback is solicited. Debo said yes, members of the University community are also members of the Contracted Service Oversight Subcommittee (CSOS). That subcommittee gets the same information that is presented to the TPC. As an FYI, Debo announced that there is a South campus loop proposal for serving the new Dayton Street dorms.

Wong asked if the proposed West/South Side route restructure is the first time

people can get from the West Transfer Point to West campus. Debo said that Route 2 went to the hospital but not as far as Linden and Babcock.

Golden brought up the bus numbering system that had been mentioned by DeVos during public comment. Now riders must memorize the route numbers they use. Is there a better way for Metro to describe where buses are going? Debo said the route restructure is being used as an opportunity to make some improvements in that regard. Golden asked that he would like options for bus labeling to be brought to the Commission, either Metro generated ideas or what other cities are using.

Golden also said he would like system maps to show not only the main transfer points but also to identify points where there is a useful piece of information that certain routes cross. There could be a circle or some symbol to signify "stations" or smaller transfer points. This would advertise the versatility of the system. Throughout the map, there could be 20 or so different stations. Debo agreed that might be possible, but said that the issue is not only intersection in time, but in place. There are such places in the system which could be identified. Our automatic planner uses those opportunities in recommending routing options.

The motion passed by acclamation.

F. NEW BUSINESS ITEMS

- F.1. Authorizing the Mayor and City Clerk to enter into an agreement with St. Mary's Hospital Medical Center for the continuation of provision of free access by its employees to Metro Transit fixed route and ADA paratransit services, with reimbursement to the transit utility for employee trips for the period February 1, 2006 through January 31, 2007.

A motion was made by Ald. Golden, seconded by Ald. Radomski, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER Debo said that the Unlimited Ride Pass Agreement with St. Marys had begun last year as a pilot program. Metro is pleased that they want to extend the program. The maximum amount will remain the same in the extension as in the pilot program - at \$30,000 . The minimum contract amount will increase slightly, from \$20,000 to \$22,400, to reflect growth in ridership. Radomski asked if Meriter knows that St. Mary's will continue with the program. Debo said that Metro has talked with Meriter about a pass program. They have had some personnel changes and the new person has not responded to requests for further discussion. Golden suggested that Debo involve Alder Isadore Knox, Jr. in the discussion with Meriter since he represents that area. Wong said it would be wonderful to have an Unlimited Ride Pass program for state employees. Debo said it is easy to know who to approach at other organizations; not so easy to figure out with the state. She had asked Wong previously for a suggestion. Golden suggested that Debo speak with Dick Wagner who works for the state Department of Administration. He would know the appropriate person in the state to talk with about a pass program. The motion passed by acclamation.

- F.2. Amending Section 4.18 of the Madison General Ordinances to establish an occupancy fee to be paid by the Parking Utility on City owned parking facilities

and on-street metered parking spaces.

TPC approved with the modification in 4.18 sub. (2) of striking the words "street sweeping and".

Refer For Attorney Review to the Attorney's Office/Approval Group The concept of this was that there are street meters and off street parking. The city pays a fee, like an assessment, on off street parking but not on meters. However, both use city services such as snow plowing, police and fire. There was a question how to generate revenue for the city from those meters based on the Parking Utility need for city services.

Golden said that there was a desire to replicate what happens with ramps. A ramp is valued property. They are levied like property tax by a payment in lieu of taxes (PILOT). It is difficult to assess the value of land on the street. All metered spaces downtown add up to about 5 acres. The assessor had a problem coming up with an acceptable range or amount. The City Attorney's office suggested a fee approach rather than a PILOT approach. Downsides to the fee approach is how to decide on a reasonable fee and whether to increase that fee based on budget concerns. There is no linkage between this ordinance change and Metro Transit. They are two separate things in the budget. Knobloch said this had never been done before because there had been some sort of agreement between the Parking Utility and Comptroller. The Parking Utility pays for five meter enforcement employees to issue tickets to expired meters, but the Utility does not get the ticket revenue. That goes into the General Fund. The ordinance change would assess the Utility a fee equal to 10% of the gross revenues for parking meters. Knobloch said he would prefer a fee of 10% of net revenues in case there are a lot of meters not paying for themselves and revenue from other meters has to subsidize them. The annual revenue from meters is \$1.3 million. The Utility nets about \$500,000. If the fee is assessed on the gross revenue, that is including too many meters that are not paying for themselves and that fee generates about \$100,00 then 20% of the net revenue is consumed by the additional fee.

Knobloch said that a substitute amendment needs to be written to change the ordinance. Street sweeping was included in the city services this fee would pay for. However, all costs of street sweeping are covered by the Stormwater Utility. Golden moved and Wong seconded to approve the amended ordinance with the modification of striking the words "street sweeping and". Passed by acclamation.

SUBSTITUTE - Amending Section 4.18 of the Madison General Ordinances to establish an occupancy fee to be paid by the Parking Utility on City-owned parking facilities and on-street metered parking spaces.

A motion was made by Ald. Golden, seconded by Wong, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER TPC approved this substituted ordinance that removed the phrase "street sweeping and". The motion passed by acclamation.

F.3.

Parking Utility policy for use of coupons and reserved parking agreements in ramps

Knobeloch said there is a fair amount of use of parking coupons. Coupons are really a credit agreement because businesses don't pay the city until their customers redeem the coupons. Businesses also pay an administrative fee that the Utility is trying to standardize at 10%. Businesses can use coupons to offer discounted parking or to pay the full parking fee for a customer. The coupons help merchants in that it can help bring in business, but they pay the same parking rates as any customer. The businesses buying the coupons do not get a discounted parking rate. When a customer with a coupon from a business leaves a ramp, the coupon is used to discount the amount that person must pay. The business is then charged. Coupons can also be used for special event parking. Golden moved to approve continuing this policy; Wong seconded. Motion passed by acclamation.

F.4. Report on Strategic Annual Plan - status reports

A motion was made by Ald. Golden, seconded by Wong, to Accept Debo said Metro has been doing a Strategic Annual Plan for the last four plus years. Included in TPC packets was a report summarizing the goals, strategies used and accomplishments between 2001 and 2005. Reports with more detail about the 2005 Strategic Annual Plan and the complementary 2005 Marketing and Customer Service Plan, showing elements accomplished, are also included. These can be used as a basis for discussing the 2006 Strategic Annual Plan. A draft of the 2006 Strategic Annual Plan was also included. and can be used as a basis for discussions at the retreat the TPC is planning. Golden had a process comment that he would like the Commission to be involved in the annual plan earlier so feedback like that at the meeting in progress could be included. Debo said the plan handed out is just a draft and subject to change during retreat discussions. Golden said he would prefer the Commission be involved even earlier in order to have input before a draft is written. Debo said that will happen with the 2007 annual plan that will be discussed at TPC retreats this year. The Metro Strategic Annual plan should connect with the 5 year TDP. Debo said that elements of the 5-year TDP had been regularly incorporated in each Strategic Plan. The motion passed by acclamation.

F.5. Draft 2006 Metro Strategic Plan

See discussion under F.4.

F.6. Metro Draft Security Plan

Debo said that a draft of the formal security plan, which will accompany a resolution for contract to put cameras on buses and at the South Transfer Point, has been brought for review so that the input could be incorporated before the resolution comes forward. Ann Gullickson, Transit Service Manager, said that developing the security plan was a very good exercise. Metro has had an emergency response plan for critical incidents for many years. Homeland security efforts were also included after 9/11. The Security Plan describes day-to-day safety measures that cover the responsibilities of supervisors and drivers, training, and coordination with police and other agencies. Metro has liaisons at police districts and has been working closely with the South District police on issues at the South Transfer Point. Rules of conduct that TPC adopted last summer have also been incorporated in the security policy with the provision that passengers endangering safety can be excluded from service. Camera surveillance has also been added.

Debo asked if the Commission was comfortable with the plan and felt that it was comprehensive enough. Golden said he appreciated that the plan was comprehensive and that cameras are only one in a set of tools to address the issues. He said he used to wonder if Metro should have transit police. Years ago, 42% of funding for such positions could have come from the state, but that funding is no longer available. Golden asked if Metro is vigilant in watching for opportunities to get funding of this sort. Debo said absolutely; Metro is always looking for and open to funding for this program. Gullickson added that the RFP due date for cameras is January 26th. Metro should have a resolution or at least an update by the next TPC meeting.

F.7. TPC Planning Retreat(s)

Durocher said his concept of a TPC retreat was on a day other than the normal meeting. Golden said the Common Council used to have retreats and meetings on Saturday mornings and bring refreshments. They got a decent turnout. He suggested the TPC could use someone from the training unit, such as Guy VanRensselaer, to facilitate. The retreat should deal with big issues such as long-term goals, regional transit, rail issues, and big picture things. Also include issues from the discussions with Bill Knobloch. The TPC should start thinking of having a TPC seat for a CSOS member who doesn't live in the city. The retreat could also involve Jeanne Hoffman from the Mayor's Office.

Commission members discussed their availability and decided on scheduling a retreat for Saturday, February 18, 2006 from about 12:00 - 4:00 PM. The meeting will start with lunch. Staff will explore meeting space and facilitator availability and get the info back to members.

It was agreed that Metro can work on the basis that the 2006 Draft Strategic Annual Plan is acceptable until amended based on discussion at the retreat and the following meeting.

F.8.

Repealing Section 16.23(4), amending Sections 16.23(8)(a)1. and 16.23(8)(a) 8.a., creating Sections 16.23(9)(d)6.h. and 16.23(9)(e)6. of the Madison General Ordinances to provide for local streets of variable size.

A motion was made by Ald. Golden, seconded by Ald. Sanborn, to Return to Lead with the Recommendation for Approval to the PLAN COMMISSION Golden said that there has been tension between engineering and the Long Range Transportation Planning Commission about this issue. Engineering did a study that showed more accidents happen on streets of a certain size. However, the study did not adjust for traffic volume. The Commission is pushing for a higher density. Larry Nelson, City Engineer, suggested a compromise with this ordinance. It puts discretion into the process and let's more things be considered on a case-by-case basis. This ordinance was referred to TPC because buses have to travel on the narrower streets.

Wong noted a typing mistake on 4.(a)(iv)(A) of the ordinance where it says "fifth (50)" instead of "fifty (50)".

Wong brought up two issues - but shelters on the square being taken down and possible availability of a subsidized fuel agreement for Metro. Debo said they would be included on the next agenda.

The motion passed by acclamation.

G. REPORTS OF OTHER COMMISSION/COMMITTEES/AD HOC GROUPS (for information only)

Golden moved and Wong seconded to accept all reports. Passed by acclamation.

- G.1. ADA Transit Subcommittee - 12/01/05 minutes
- G.2. Contracted Service Oversight Subcommittee - No mtg. in Dec.
- G.3. Parking Council for People with Disabilities - 11/15/05 minutes
- G.4. Long-Range Transportation Planning Commission - 12/15/05 minutes
- G.5. Mid-State Street Parking & Mixed Use Facility Evaluation Team
- G.6. State Street Design Project Oversight Committee
- G.7. Joint Southeast Campus Area Committee

H. GENERAL DISCUSSION ITEMS

- H.1. General announcements by Chair
- H.2. Commission member items for future agendas

ADJOURNMENT

Golden moved to adjourn; Sanborn seconded. The motion passed by acclamation and the meeting was adjourned at 7:55 PM.