



# City of Madison

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

## Meeting Minutes - Draft CONTRACTED SERVICE OVERSIGHT SUBCOMMITTEE

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Thursday, July 10, 2014

12:00 PM

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

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### 1. CALL TO ORDER / ROLL CALL

Also present: Mick Howen

Staff: Wayne Block, Ann Schroeder, Drew Beck

Present: 4 - Ken Golden; Steve Arnold; Darwin Ward and Margaret Bergamini

Excused: 8 - Wayne Bigelow; Rick Rose; Rindert Kiemel, Jr.; Ahnaray Bizjak; Adam Sayre; Mark M. Opitz; Shawn Stauske and Jacquelyn M. Dahlke

### 2. APPROVAL OF MINUTES

Bergamini moved approval of the minutes as written. Arnold 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. [34696](#) Metro Transit 2013 Audit - Wayne Block

Attachments: [Metro Transit 2013 Mgt Report Final.pdf](#)  
[Metro Transit 2013 FS Final.pdf](#)

Block passed said this was an unqualified audit which means there were no findings other than some small internal control issues. Ridership is up. Fares are remaining fairly consistent. Revenue is primarily state and federal funding. Bergamini said there were some changes to federal rules, and those who are interested can refer to the discussion in the minutes of the last Transit and Parking Commission meeting.

### 6. [34697](#) Farebox Update - Wayne Block, Dave Eveland

The new fareboxes have arrived at Metro. We received one farebox on wheels to use for training. A Genfare representative trained the driver trainers on Tuesday, and it went very well. There are some issues with the new fareboxes as far as acceptance of passes. We are working with Genfare to fix frequent

fails on the training box. With these fareboxes, you can swipe the passes to the left or the right, but there is a failure rate of about 20%. One other issue is that it does not accept tickets – Quick Tix. We haven't sold these for a couple of years. We used to sell primarily to the school district and some agencies who want to give out one ride at a time. We originally thought drivers could override the farebox for people using these, but the only time that works is if something is the exact same width as a dollar. We intend to have a three month period where we try to get everyone to redeem tickets for two ride passes. Then at some point we'll say we can't accept them any longer. Until that date we'll have drivers collect them. Howen said he'd have schools return them all to him and then swap. They are still out there because we got 180 youth Quick Tix in one day. We got adult ones too back from 2005.

Bergamini asked if there is a key to punch if the pass fails. There is. Scheduled installation date is the first weekend in August. We are not going to be using the smart card feature at first but will transition to that in future.

7. [34698](#)

August 2014 Service Updates - Drew Beck

Attachments: [TPC-43\\_Rt31WeekendstoDutchMill.pdf](#)  
[Rt 31 DM loop map.pdf](#)  
[Rt 31 loop map.pdf](#)

We found a use for the half bus from Route 50 between Fitchburg, Madison and Middleton. It has been turned into extra frequency on Route 50 mid-day and evening. That route really needs it. It also goes through three neighborhoods identified by the Neighborhood Resource Teams. It adds \$60,000 to Metro's annual budget. Fitchburg and Middleton are having pretty significant changes. The Middleton transfer point is now out on a cul du sac behind Costco. It is being moved to Discovery and John Q Hammonds. It has an added benefit of a McDonalds for drivers to stop. New service is being added to Swan Creek by Route 49 in Fitchburg. Epic is asking for additional peak service. This week they just added over 500 employees. Next week they will add 300 employees. Arnold asked if they would buy a hybrid bus. Ward said it wouldn't matter if there is nowhere to put it. Bergamini said it came up at the TPC meeting that Metro will ask for Ladders of Opportunity grant funding to purchase two hybrid buses.

Arnold said he'd be interested in a stop on McKee Road if Epic has employees in that area. Beck said there has been a request from an Epic employee, but the bus could be full by the time it gets there. Arnold said it would still have the benefit of the reverse commute. Metro is checking into this.. Arnold said in the next couple of weeks we'll be making McKee one lane each way for an upgrade which will affect some service. This will last August through November. That will be Seminole Highway to Fish Hatchery Road.

We have a new change as a result of input from drivers and customers asking for a way to get to Dutch Mill on weekends. We have Routes 11 and 12 serving this on weekday peaks. On weekends we will add a loop to the Route 31 (it has enough time) to Dutch Mill. It will continue to serve all its other stops. This is from the South Transfer Point to Dutch Mill and not on the return trip. A bonus is that drivers have a break opportunity at gas station. This is weekends only. The route doesn't have time on weekdays. All changes take effect August 24th. Ride Guides and maps will be available in about three weeks.

Arnold asked if there will be signs posted on Nobel at Fish Hatchery Road to let them know service is ending. Beck said we were planning flyers on the bus, but we can use that as posting there as well.

8. [34699](#) Potential Grant Funding - Ladders of Opportunity Initiative - Wayne Block

Attachments: [TPC-44 LaddersGrantRequest.pdf](#)

The Ladders of Opportunity is a discretionary grant through the Federal Transit Authority. It is money that is left over from what was allocated to transit agencies in the past that never got used. They are making it available for projects that will provide transportation to groups in need. They will look favorably on grant requests that show we're trying to develop routes for those populations. For example Epic is a high employment center for a variety of jobs. Another employment center is the new UW hospital east. We've already agreed to provide service, but it would be nice to have a bus for that because it's a squeeze right now. That's how we came up with two hybrid buses to ask for in our application. We also asked to acquire 6 vans for the YWCA to provide transportation service to areas not served or underserved by Metro. These are generally work trips. We have applied for Surface Transportation Project (STP) funding for that, but we decided to switch over to Ladders. If the Ladders application is unsuccessful, we can transfer the request back to STP.

Arnold asked what type of service UW hospital is getting. UW Hospital east would become a partner. Bergamini asked if that was time limited. It will possibly be a loop from the North Transfer Point or the East Transfer Point. We're not sure yet. We may combine this service with Rout 26. We're still working on it. Ward asked if there are other partners that would pay for the service and the rides and whether UW is aware they are going to double pay. The Madison school district has a similar deal. Block said they share in the revenue that is of the result of riding on buses. Bergamini said wasn't this part of the condition for their permit from Plan Commission similar to American Family? Yes. UW is also doing a survey of surrounding businesses about whether they would benefit from service. They are supposed to have service similar to other major hospitals which is half hour headway.

9. [34737](#) Proposed Use of Surface Transportation Funding (STP) - Wayne Block

We're making two requests for STP funding. One is for 6 vans for the YWCA. That has gone to the MPO. Then we've been in negotiations with City Engineering to obtain some STP funds to purchase buses. They've made the application to the MPO for streets and Metro buses. We would get 50% funding through STP for seven buses. It is a five year plan. The first years would be for buses and the last years would be for streets projects.

Golden said we are going to have a meeting to see if this can be an on-going funding source for Metro. It's fluid right now. It's a Madison discussion of what we're going to apply for in future. Engineering understands that transit is in a funding problem. We'll see what happens. We might not have a result by our next meeting. If we are truly prioritizing buses, why are we not making them a funding request? Block said Rob Phillips was concerned how funding going to transit would affect road projects in communities other than Madison.

There is currently no regional body for this discussion to happen.

Block said the other issue is that it would be a 50/50 grant rather than 80/20, so we'd need more local share than normal. We've incorporated that into our capital budget for this year. It means increased borrowing. We'll have to wait to see how the Mayor and Council react. This is in our regular budget; it's not a supplemental request.

Arnold asked when the bus barn issue is likely to be solved. Golden said it's a long term problem, and Nakoosa Trail is a band-aid.

10. [34700](#)

Ridership

Attachments: [5-2014 ride revenue.pdf](#)  
[Fixed Summary May2014.pdf](#)  
[Monthly Ridership May2014.pdf](#)  
[Para Indicators May2014.pdf](#)  
[Para Summary May2014.pdf](#)  
[Route Performance May2014.pdf](#)  
[Route Productivity May2014.pdf](#)

Year-to-date for May ridership is even with last year for the same period. If you remove campus we're up 4.1%. With campus we're up 2%. Revenue is up as well. Not at the same level because big jumps in ridership are campus and that revenue doesn't change based on ridership during the year.

Arnold asked what a chargeable accident is. Chargeable means the driver has some blame. Preventable means the driver could have done something but is not at fault. Golden said maybe add short definition of types of accidents to reports. Arnold was thinking there are many types of crashes that you can imagine would be prevented by education. For example, better snow removal. So when I see none of these were preventable, I questioned that. But I see you are using the definition for something else. Beck said we can get those definitions on the reports.

Overtime is still high, but revenue is outpacing the overages in expenses. There are many vacancies due to retirements. Bergamini asked about vacancies in the finance unit. Block said there is one vacancy that is still under discussion. They are not experiencing a lot of overtime in finance. They recently hired 3 people in customer service, so they are at full staff there as well, and also in planning. We have also been doing a fair amount of hiring in the shop.

11. [08290](#)

Reports of Member Communities/Institutions

MPO (Chechvala) – They are issuing a request for proposals for an on-board survey. They hope to do the survey in spring. There will be some community workshops about the Transit Master Plan next week. The on board survey will be used for both Title VI and bus rapid transit. It will be similar to 2008 with expanded information.

TPC (Golden) – The Capitol Area Regional Planning Commission budget and planning committee recommended \$60,000 of county levy contingent on Madison appropriating \$60,000 match. They did not specify how it was to be

used, but it will likely fill funding gaps. That still leaves the commission without adequate funding. That may change.

At long last the discussion occurred and the alders on TPC will be sponsoring an ordinance change sent to TPC and the Council's Organizational Committee that would create a seat on TPC for one non-Madison member of this committee recommended by this committee and appointed by the Mayor. It would also convert one TPC alternate to a full member to keep an odd number on the committee. The ordinance will be drafted. If it's passed by the end of the year, I'd be happy. It would be great if staff could alert members of this committee if there are times it will be up for consideration.

At this point the group lost quorum.

## 12. ADJOURNMENT

Arnold moved adjournment; seconded by Golden. The motion passed by voice vote/other.