



# City of Madison

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

## Meeting Minutes - Draft CONTRACTED SERVICE OVERSIGHT SUBCOMMITTEE

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Thursday, May 8, 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

**Staff:** Chuck Kamp, Wayne Block, Drew Beck, Mike Cechvala, Ann Schroder

**Present:** 7 - Ken Golden  
Wayne Bigelow  
Steve Arnold  
Mark M. Opitz  
Darwin Ward  
Margaret Bergamini  
Mick Howen

**Excused:** 7 - Rick Rose  
Rindert Kiemel, Jr.  
Ahnaray Bizjak  
Adam Sayre  
Bill Burns  
Shawn Stauske  
Jacquelyn M. Dahlke

### 2. APPROVAL OF MINUTES

A motion was made by Arnold, seconded by Golden, to Approve the Minutes.  
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. [33988](#) Post-2013 Audit Update - Wayne Block

Block has sent out statements and also questions as to whether people want reimbursement if they are under/over budget. Block said investment and total liability is the same because everyone met their contingency. The audit is finished. We haven't received our opinion yet, but they haven't identified any audit adjustments or anything that needs to be changed. The net number in each individual report for each partner doesn't necessarily equal the amount of refund each partner received because that is based on what the contingency should be at the end of each year (15%). Some partners did get refunds. A few

requested that the refund be sent to them. A few left it in contingency for future use because it wasn't that large. A few partners had an estimate that was under and used contingency, so they'll have to start contributing again to get up to the 15%.

Golden said he would like to have another copy of the report that shows what the amounts would be if Shorewood Hills were paying their share. Not that he has expectations that they will do it but wants universal motivation from members by seeing how they are subsidizing Shorewood Hills. Block said we did that with the meeting with Shorewood Hills, and he can do it on a regular basis.

6. [33987](#) Partner Contract Update - Draft Resolution

Attachments: [Partner Agreements draft resolution.pdf](#)

Kamp passed out an example of Attachment A. It shows distance of each segment of service. We're proposing that this would be Attachment A for each partner. We'd send it out to each partner in the next month or so and then get approval and move forward with the resolution.

Arnold said we worked in Fitchburg to figure out August changes. That should be reflected in the current estimated changes. We haven't talked about 2015. Who has to get what done first in order for all this to come together? If we want to change Attachment A what is the procedure/timeline? We talked a lot about it, but never decided. Arnold said suppose we want an extra 1000 hours for 2015. Fitchburg needs to have that in their budget. The resolution will approve that Kamp can sign the MOU for service changes. Ward asked when each partner will see their 2015 budget. Kamp said we're trying to get it ready for the July meeting.

Bergamini said take out "Board of Regents."

Block asked if there is a threshold where we don't need to do an MOU. Kamp said right now there are significant changes to Fitchburg but not a net impact, so I wouldn't do an MOU. Block said I ask because of MMSD. They had so many changes during the year that they ended up owing a lot more than estimated. Ward said could you just amend the MOU with a paragraph. Kamp said maybe just an MOU between staff. We've been agreeing between staff for years. Kamp said he'd like to see how it goes rather than establish a threshold now. Arnold said he thinks fiscal hawks will be more comfortable with a threshold. Kamp said he is hoping this is something the contingency can deal with.

7. [33990](#) Farebox Update

Kamp said we've awarded to Genfare. We had a pre-production meeting. They have six months from the time the contract is signed. That could take it into winter. We're talking to Genfare about getting it done this summer. That includes all parts and not just installation. It does include software integration and debugging. Kamp said successful implementation phase one will be fares work as they do today. Phase two will be smart cards and other features. We would like to pilot a small partner smart card or smart sticker and work through

some of the bugs on that because that is where we anticipate having the bugs. In the future we could possibly have POS devices, a web portal and IDs with stickers.

At our next meeting in July we will let you know about the summer installation. Cechvala said will they all switch over at once? Genfare would like to do all in one weekend.

8. [33991](#)

Shorewood Hills Update

We were going to have a meeting this month. They've asked to wait a month before we have it. They are struggling with how to do a phased in approach. No update other than we've given them the numbers we shared with you. The population based formula was problematic, so we're still working.

Golden said there was something going on with the county and community(ies) in Dane County. The county cut something (maybe 911) and the locals had to pick it up. The locals applied to DOR and said it was a transfer of service and they should get some relief in their levy limit and the county would lose that same amount in their levy limit. Isn't that the same thing that is happening with Shorewood Hills and the City of Madison? Shorewood Hills is taking on the service that City of Madison is currently providing. Apart from anything else, if that logic holds and we were to approach DOR, my question is would it be ok, would they approve Madison and the minimal amount for partners losing that small amount of levy limit and also moving the expense and Shorewood Hills being raised equal to what they would pay in the formula. Shorewood Hills might not be happy to do it all at once. But what it means is that their levy limit would bump up and it would give us more flexibility. Kamp hasn't talked to the City Attorney or Director of Finance yet. We could have some preliminary information ready if this can be pursued.

Arnold said it was Dane County Cities and Villages and the issue was service for EMS. County said we don't want to pay for this anymore, and DOR agreed it was transfer of services. County has appealed. We haven't heard the results of the appeal yet. There is DOR board of appeals or something. After that you can appeal to the circuit court. That is something people are watching. Golden said for the Shorewood Hills meeting it would be good to have some staff reaction and paper report that we could give them and say this looks promising and worth pursuing so they will want to take it to their lawyer and start that process.

9. [33992](#)

Verona Audit Update

Kamp said we are still working on this with Verona and Epic. We have in our formula an allotment of federal funding. But because the state's calculation of state funding is based on an amount of federal funding, we were told to correct that for 2014. You can look at the 2013 and 2014 sheets and see the net impact. There is also an issue for them that there are some things – like depreciation – for which they are ineligible. We are still working through this. We'll have a meeting with Verona, Epic, and our Assistant City Attorney. There are clarifications needed. It is because Verona applies directly to WisDOT like they are a tier system in the under 200,000 population, but they are really part

of our urbanized area formula. The advantage is they get 55% state funding because of that. We get less, but we don't give them any. We can't give them any federal funds either. It's not because Epic is private. We report all our expenses; some are ineligible for state reimbursement. But it is still a net benefit for Verona; they are unclear on that. Verona was reporting their net operating cost as expenses. State would reimburse based on that. But that included some ineligible expenses – state aid, depreciation, inter-agency expenses. Then they go down to \$320,000, so they get 50% of that instead of \$360,000. They have a problem with that.

Golden asked how much the interagency charges are for Verona. Because it would then matter where that expense was. But Kamp said it is a non-issue for us. Golden said I'm guessing the amount is so insignificant that we could look to put it in the right box for the state. Block said total is it \$700,000, we'd have to figure out how much of that would be for Verona. Golden said is it worth pursuing a remedy of Metro taking on any of those expenses directly by transferring staff/contracts to increase that reimbursement? Block said the state says interagency charges are ineligible, but he doesn't know how they make the distinction as to what exactly is an interagency charge. Kamp said we should make a note to put "review of interagency funds" in our meeting with Verona.

Golden said if the amount of money is insignificant, that's fine to not get involved. But if it is significant, it's worth checking into. Bergamini asked the types of things are and are not eligible. Depreciation, interest, inter-departmental charges and lease are the big ones. Kamp said an easy example is we continue to show Verona getting capital aid. If the state continued to also give that to them, it would be double dipping.

Golden clarified he was only talking about interagency charges.

10. [33993](#)

2014 Service Update - Drew Beck

Route 8 – revised so it can serve Middleton on Saturdays and give direct ride to campus and downtown Madison.

Route 15 – minor change on the far west end moving a block from Holiday to Greenway. Will sync up with Middleton service.

Route 19 – no route change but redoing the night schedule to be more consistent and understandable.

Routes 26 & 36 – 26 is on American Center side of 151 from East Towne. Mid-day now, will add evening service. Will serve schools Madison Media Institute and Herzog College.

Route 44, 48 and 49 – Big changes for Fitchburg. New 49 is taking place of 44 and 48 south of STP. Expanded loop to serve Swan Creek neighborhood. 44 and 48 only north of STP. Still a single seat ride. Arnold said we'll have an educational process. If you look at Rt 44 that's a big winner. Then we'll have the 49, and we'll need to educate the council that this is not providing less service, it's actually likely to be more, but we're detaching it from the super-productive route around Regent Street.

Route 50 will go to 30 minute frequency mid-day (from 1 hour). Also will go one direction all the time rather than flip-flopping. Too confusing for people. People don't have to cross Watts Road. Mostly right turns to speed up route. It will now always go clockwise, even on the weekends.

Route 59 – major change. Same number of service hours but route reconfigured for TP to Orchard Point to Belmar/Allied neighborhood for better service to Target/HyVee. Arnold said there was a lot of pushback about this. Alders for the area didn't want it.

Middleton changes – all 70, 71, 72, 73, 74 – 74 eliminated 71 and 72 expanded north and west to take over for 74. Surprising number of people reverse commuting from downtown Madison to Middleton to work. Top Promotions seems to be a big deal. Have a number of employees with visual impairments. We made a change that would accommodate them. They were very happy. Route 73 we are pulling back a little bit from going as far into Middleton. Now they won't have to share the bus with Fitchburg. Middleton "TP" moves to Greenway and John Q. Hammons. Driver benefit to have McDonalds to run into. Will be in TPC packet with schedules and maps.

Arnold said between the Fitchburg and TPC meetings, the 49 moved. Was going one way and now going US 14 and get off at new interchange. Will help on time service and serve a more populated area. Less useful for reverse commute, but more helpful getting people into Madison.

Opitz said thanks to Metro for being so hands on to one of Middleton's employers. Bergamini echoed that.

11. [33994](#)

Update on Potential Use of Surface Transportation Funding for Meeting Bus Replacement Needs - Chuck Kamp and Wayne Block

Kamp said Metro has been encouraged to look at other potential funds. One is STP. MPO encouraged us to work through the City so the City's request is unified. We are working with City Engineering and the Mayor's office. This will go in our capital budget and TIP requests. It is the first time in the recent past using those funds. If Metro were to get MAP funding only, we could replace 4 or 5 buses a year rather than 15.

Golden said who is compromising. Kamp said there is only one way to get the funding if it is already intended for a project. City Engineering is deferring a project for a couple of years. We sort that out so conflicting City of Madison requests aren't going to the MPO. This funding would allow us to get 16 buses the first year, then 11 in the second and third years of the cycle. That is 38 buses versus 45 in the past or half of that without STP funding. Arnold said no hybrids? Kamp said that is not in our submitted budget, but the City could change that. Bergamini said could you do a supplemental for hybrids? Kamp said we could. Bergamini said the City hears enough questions about why are we still running diesel. There might be support on the council for that. Kamp said if it is acceptable to this group, we will consider that as advisory. Arnold said he also encourages it. Block said just to note the fact that we could buy that many buses will still have an impact on the City because STP funding is 50/50 rather than 80/20. Hybrids would be a second supplemental.

Golden said if they were hybrids it would be a higher score. Cechvala said we

are re-doing scoring criteria. Not for this year, but there will be environmental considerations for next year. Scoring criteria for transit and highway is a little bit apples and oranges. So to a large degree it will be a policy decision for our board. Three board members are here. Kamp said I might have to abstain.

12. [33986](#) Ridership

Attachments: [Monthly Ridership Mar2014.pdf](#)  
[Route Productivity Mar2014.pdf](#)  
[Route Performance Mar2014.pdf](#)

Ridership is up 3% for first quarter. Spring break was slightly different. Route 10 is compensating for some 14, 15 loss. Route 33 to Grandview Commons is starting well. Owl Creek Rt 31 is doing what we thought.

Ward asked if changes to Rt 84 have to do with quirks in the calendar. Beck said it seems strange. He will check it out. He will email UW about it.

13. [08290](#) Reports of Member Communities/Institutions

Opitz (Middleton) – Not too much to add except one street to add to construction – Park Street. Route 71, 72 and 78 will be affected. They are trying to coordinate with work on Gammon Rd.

Ward (UW) – They will have bus pass sales the first week of August if all goes well. They have four new shelters on order. They are in process of researching and putting together proposal for an accessible circulator bus that would overlay campus and paratransit bus service. This came out of the Nelson\Nygaard report we had about a year ago. We now run three park and ride locations that we sell permits for through UW. Two have small shuttles that run to the lot. We're going to begin construction on Lot 75, and we expect park and rides to fill to capacity. Shuttles will be overwhelmed, so Metro may see many more riders from Hill Farms.

Arnold (Fitchburg) – The Public Works Director has resigned as of next week. He is going to Janesville. Ahna Bizjack will be the interim. During the coming year we are going to be challenged to be able to commit staff time to intersection safety, bike/ped and transit. I think the political climate is ripe in Fitchburg to ask for more service. Perhaps 10% more of the budget. He has ideas for non-peak service because he understands the peak issue. Maybe branch off 59 coming down to City Hall and Hatchery Hill. He will talk to Beck. They are going to have tour – Beck, Sobota, Conn and Arnold – to see what is going on down there.

Bergamini (UW ASM) – They are going through their annual change of government. It is a lnng process. Some students attended the Big Ten Transportation Conference in Iowa City. Bergamini went to Champaign-Urbana. It's good to study these things.

Cechvala (MPO) – Had no report.

Golden (TPC) – He drafted a resolution that would allow the Mayor to appoint a non-Madison member of CSOS to an expanded TPC and convert one TPC alternate to a sitting member. This would mean they would still have an odd

number. He gave it to Alder Schmidt and hasn't heard more.

**14. ADJOURNMENT**

A motion was made by Opitz, seconded by Arnold, to Adjourn. The motion passed by voice vote/other.