



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Approved TRANSIT AND PARKING COMMISSION

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Wednesday, July 13, 2016

5:00 PM

210 Martin Luther King, Jr. Blvd.  
Room 201, City-County Bldg.  
City Council Chambers

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### A. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:00 PM.

**Present:** 9 - David Ahrens; Ledell Zellers; Rebecca Kemble; David E. Tolmie; Wayne Bigelow; Gary L. Poulson; Margaret Bergamini; Ann E. Kovich and Kenneth Golden

**Please note:** There are two vacancies on the Commission, in the positions of First and Second Alternate. Also, Ahrens and Golden arrived at 5:01 and 5:03 respectively, after the Minutes were approved.

### B. APPROVAL OF MINUTES

A motion was made by Bergamini, seconded by Kovich, to Approve the Minutes of the June 8, 2016 meeting. The motion passed by the following vote:

**Ayes:** 7 - David Ahrens; Ledell Zellers; Rebecca Kemble; Wayne Bigelow; Margaret Bergamini; Ann E. Kovich and Kenneth Golden

**Abstentions:** 1 - David E. Tolmie

**Non Voting:** 1 - Gary L. Poulson

### C. PUBLIC APPEARANCES - None.

### D. DISCLOSURES AND RECUSALS - None.

### E. ORGANIZATIONAL MEETING

#### E.1. [43624](#) Election of Chair and Vice-Chair - TPC 07.13.16

Kovich/Bigelow nominated Gary Poulson for the position of Chair. With no further nominations, Bergamini/Bigelow moved to close nominations, which passed by voice vote/other. A vote was taken to elect Poulson as Chair, which passed by voice vote/other. Poulson abstained.

Kovich/Tolmie nominated Margaret Bergamini for the position of Vice-Chair. With no further nominations, Golden/Kemble made a motion to close nominations and to cast a unanimous vote for Bergamini as Vice-Chair. The motion passed by voice vote/other. Bergamini abstained.

- E.2. [43625](#) Reaffirmation/changes to the TPC Rules and Procedures - TPC 07.13.16

Bigelow/Kovich made a motion to re-affirm the TPC Rules and Procedures. Zellers suggested an edit to add the word "home" to "address(es)" in Section IV (B) (2) and (3), at the bottom of page 8. The motion, which included the clarification, passed by voice vote/other.

- E.3. [43626](#) Appointments to other committees, if any - TPC 07.13.16

Golden asked if he was being reappointed to Contracted Services Oversight Subcommittee. Poulson and staff would follow up.

F. TRANSIT AND PARKING MONTHLY REPORTS

- F.1. [43627](#) Parking: July 2016 Activity Report, May Revenue/Expense/Occupancy Reports - TPC 07.13.16

Asst. Parking Utility Manager Sabrina Tolley answered questions about Judge Doyle Square.

- The agreement was approved at the 7/5/16 Council meeting. The Parking Utility's contribution to the project would be \$13M, in Utility reserves, which would be used first. Costs for the garage would probably come in lower than estimated. Savings would come from TIF.
- Gov East would stay open until completion of the new underground facility. If the developer wanted to start earlier and adequate replacement parking could be found, with the City's approval, it could come down sooner.
- Parkers and the general public would be notified in advance of construction.
- Re: normalizing costs for the above-ground parking (\$24K) with the costs for below-ground (\$40K), the Utility's \$13M was to cover what it would cost to build above-grade. It was the amount the Utility would be paying for the project. With the desire to build underground and to put development and mixed use above for greater density, TIF would be paying the difference for underground to support development there vs. using the space for an above-ground garage.
- What went underground would be the Utility's and everything above-ground would be paid for and developed by the developer.
- Relative to City financing and TIF, as Tolley understood it, once the facility was built, the Utility would be in charge of it (vs. being in some sort of partnership).
- Parking would be responsible only for its underground portion of the parking. There would be two facilities, which would likely share an entrance off of Doty; but there would be no shared responsibility for maintenance or operations between the two.
- The design of the shared entrance hadn't been drafted yet. Off Wilson, it would likely be all public parking. The shared entrance off Doty would likely have a Parking Access Revenue Control system for the public portion, and a separate access control system and possibly a gated entrance for tenants/residents of the private development.

Member commented as follows.

- Poulson requested that City Attorney Michael May be asked whether the Commission needed to formally allow the City to use Parking Utility reserves. He thought the reserves were an asset that the TPC controlled, per its charter.
- Kovich thought the Commission should review the development agreement,

- to see who approved items like parking availability, staging, use of funds.
- Bergamini said it was a question of assets, esp. since a major underpinning of the project was the use of Utility reserves. It was important to know where reserves stood and how they would be replenished, in terms of taking care of the other facilities as well. To be fiscally responsible for the Utility went to the heart of their charge.
  - With routing, signage and shared entrance being so important, Kovich thought the Commission should review the design as well.

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

F.2. [43628](#)

Metro: YTD Performance Indicators, Financial, and Rider-Revenue-Fare Type Reports - TPC 07.13.16

Metro Transit Manager Chuck Kamp discussed the reports.

- While chargeable/preventable accidents were up ~50%, the amount of insurance claims/payouts had dropped by ~50% because the accidents were more minor in nature. Still, they were monitored to help coach new drivers.
- Re: vehicles miles going up and vehicle hours going down, some routes were faster (Ex. Rt. 75 to Epic might average 25-30 mph), and some routes were slower (Ex. Rt. 80's on Campus might average 6 mph).
- Passenger accidents were passenger slips/falls where the vehicle was not involved. Both types were reported differently and separately. With vehicle accidents, a process was used to determine preventability, which included police reports and video. The same amount of detail wasn't available for passenger accidents, and a different process was used for rating them.
- Among the 18 transit systems that were part of their transit insurance company, the standard was to wait until the passenger sat down. However, many of these transit systems were smaller, and the insurance company knew that Metro faced different issues, esp. at peak hours with overcrowding and lack of seating.
- Some systems used an auto-announcement to say, "Please hold on," when the door closed, which could be explored.
- Drivers were trained to use some discretion, to notice passengers who might have different needs in this regard.
- Along with straps that hung from the ceiling, seats on buses had a bar at the top for standing riders to hold onto. There were more places to hold on further into the bus.
- Staff would look into possible reasons why directly operated Paratransit service had increased by 10.5%.

Kovich/Golden made a motion to receive the report. The motion passed by voice vote/other.

G. INFORMATIONAL PRESENTATIONS AND DISCUSSION ITEMS

G.1. [43630](#)

Metro: Request by Alder Rummel to review pilot and seek user and neighborhood input on permanent relocation of Jenifer Street bus routes to Williamson Street - TPC 07.13.16

Poulson read statements and invited registrants to speak. [Please see registration slips attached.]

1) Tara Camfield, Jenifer Street, 53703, also representing Richard Schick, Jenifer Street, wrote in support of moving buses to Willy Street: 161 buses travel Jenifer, a residential street that will become narrower, putting bicyclists more at risk.

2) Nikki Anderson, owner of Change Boutique on Williamson Street, 53703, and resident of the neighborhood, spoke in opposition to permanently re-routing buses to Williamson:

\* Her business was suffering due to lack of street parking.

\* Potential customers passed by when they saw no parking spaces. In summer, people might be willing to park and walk; but in winter, this might not be the case.

\* Red Sage, across the street, reported that the sick and disabled patients can't access their services now. Business was the worst it had ever been.

When asked whether it would help if her parking spots were replaced, Anderson thought it would help but felt that street parking wasn't the only issue. The Greater Williamson Area Business Assn. was being consulted on the issue, and had just sent out a notice to everyone. They had not made a statement, nor had the Marquette Neighborhood Assn., which was aware of these concerns.

Members made the following suggestions.

- Businesses could conduct a pre-detour and post-detour survey to see how the detour had impacted their revenues. Council members and staff might help support this. The data would be best if it compared info from the same seasons; and accounted for ebbs/flows of students.

- As part of the public outreach, focus groups could be formed composed of both businesses and residents, who could hear each other's concerns and brainstorm together.

3) Tammy Schreiter, owner of Hatch Art House and Hazel General Store, opposed permanently re-routing buses to Williamson. Her letter to Alder Rummel (attached) was read to members:

\* This was the worst news: Since the detour began, her business had gone down by 15%.

\* She had dealt with littering and extremely disorderly people at the bus stop, some of whom had panhandled her and customers for money

\* Lack of parking down and across the street was keeping customers away.

\* Other businesses had reported similar problems. Businesses could be lost.

\* The (1200) block was already busy, with the presence of the Co-op and Fire Dept. Buses and riders crossing the street created more danger.

4) Kristin Esselstrom, Interim Store Manager and representative of Willy Street Co-op, spoke in opposition to permanently re-routing buses to Williamson: Removal of street parking affected neighboring businesses as well as the Co-op. The street was heavily travelled and already congested. She wanted local businesses to thrive.

Members mentioned the need to touch base with all of the businesses and get to the bottom of the issues. When asked if prohibiting left turns in the 1200 block might relieve some of the congestion, Esselstrom said that they had received a lot of customer complaints about parking and congestion, and

thought that such a change would not be well-received.

5) Michael Gustafson, Rutledge Street, 53704, a neighborhood customer, opposed permanently re-routing buses to Williamson: Residents and business owners had invested in their locations, based on where buses ran currently. Surveys and public hearings could be a waste of time, if it came down to the opinions of a few people who lived on Jenifer. Willy Street was like a town square, esp. for pedestrians. Planners preferred to keep buses just off of such places. Bus stops in the heart of Willy Street would be a mistake. Businesses didn't want to get into this battle.

6) Gary Tipler, Marquette Neighborhood Board member and Jenifer Street resident, favored doing the study and bringing businesses and neighbors together to discuss these issues because they were very complex. It would not be money wasted because these were important decisions. Residents on the north side of Willy Street were not as well organized. Residents on Jenifer felt the street normally had too much speeding and traffic, inc. commuters who used it as a short-cut. Jenifer was quieter since construction. He was interested to participate in the study and to hear what Jenifer and Spaight residents had to say.

Poulson pointed out email feedback that had been distributed to members (attached). Kamp clarified that Alder Rummel had asked for a review, not for making a permanent change. Kamp and Planning/Scheduling Manager Drew Beck discussed the scope of study (attached), and answered questions.

- Staff had received good comments both on the planning and on the communication side.
- Staff wanted to make sure they made contact with riders who made transfers at the Transfer Points (TP). Several routes in this corridor travelled to TPs, where on-time performance was an equity issue. This would be considered along with the important comments that had been made.
- The timeline shown in the summary might be extended, in order to do focus groups. Very much in the preliminary stages, the summary gave a flavor of where they would head.
- After some trepidation about on-time issues, the detour seemed to be working well.
- It wasn't clear whether the study would extend into winter. To meet the timeline and yet collect perfect information would be difficult. To have a detour last an extra 3-6 months would be unusual. He didn't think they would need to conduct the study through the winter, but if they were asked to do so, they would.
- People's patterns would change during the study period. With these variables, the process would not be entirely scientifically valid.
- Staff would provide recommendations based on data they would have, such as on-time performance, survey responses from riders and businesses. They would be feeling their way through the process and timing.
- Transit routes had been on Jenifer Street since the days of street cars which stopped at nearly all the same locations as buses did now.
- In general, buses did well where there was lots of activity, inc. business activity. In addition, placing bus stops every other block on Willy Street had worked well. At the same time, the business data had to be weighed. The issue was complicated, and staff welcomed the help of the TPC in making the decision.

Members made comments, suggestions, and questions.

- In order to collect Fall data, perhaps the timeframe was too aggressive.
- Other agencies could help with the study, inc. Traffic Engineering/Parking and Economic Development in terms of neighborhood business districts. TE/Pkg could look at parking utilization during different times; and levels of service at intersections and straight-aways.
- Recognizing that perfect data and comparables weren't possible, in order to expedite the process, perhaps some of the methods used for Monroe Street reconstruction could be used here.
- Hopefully, the decision could be made by November, out of regard for the impact on businesses.
- Before changing a decades long practice, the study needed to provide evidence as to why the change was needed. What had changed: Were there many more cars, had the population shifted? What had happened other than people preferring that buses not go down their street? Though relevant, before even looking at the burden being placed on businesses, these questions should be answered.
- The group needed to balance taking more time to gather data with the negative impact of on businesses over that time. A timely decision was needed.
- Changes had occurred over the years, inc. the Co-op moving to its current location and its new driveway. Vehicle counts on Jenifer and Williamson could be helpful. Re: new residents on the north side of Williamson, where were these people catching the bus; and where were they going, where did they work?

With these being a topic of discussion for many years, District 6 Alder Marsha Rummel spoke of the value of doing the study, made even more timely because of new development/residents on the north sides of Williamson. Based on comments she'd received, the biggest impact of the detour had been on the 1200 block of Williamson, which raised the question of whether moving that stop would help. The study would stimulate a good discussion among all the parties involved.

Kamp said staff would bring a modified schedule and updates to the August meeting, as an informational item.

## H. NEW BUSINESS ITEMS

- H.1. [43435](#) Creating an Ad Hoc Metro Paratransit Medicaid Waiver Funding & Policy Review Committee.
- Kamp and Transit Services Manager Crystal Martin outlined upcoming changes by the State in the administration of the MA Waiver program, through implementation of the Family Care program.
- It wasn't clear when the changes would occur here. Discussions were ongoing with the County.
  - As part of CIP-MA Waiver, Metro had an agreement with Dane County to transport developmentally disabled riders, through with 60% (~\$16-17) of the actual cost of the trip was covered, rather than just the fare (\$3.25).
  - The current arrangement between the County and the State was on a fee for service basis, where each trip was reimbursed.
  - The State was moving counties into a Family Care model, a capitated

program, whereby X amount of dollars was provided for all the people in the program to an entity, which in our area was forecasted to be a private entity or a non-profit.

- Dane County was one of the last counties to enter into the program. While revisions to Family Care were considered, Dane County waited for the new version. Revisions had been taken off the table, so now it wasn't clear how quickly Family Care would be implemented here.
- Once the County entered into Family Care, the County itself would no longer be the agent. Metro would be dealing with a new entity, which would have significant motivation to contain cost. Metro would have to see if cost sharing was possible, vs. the entity just paying the fare.
- The Committee would help with recommendations about how to navigate this change and new relationships.

A motion was made by Bergamini, seconded by Golden, to recommend adoption of the resolution. Golden/Tolmie made a motion to approve the Substitute (Version 2), drafted by Golden. Golden discussed the Substitute.

- The Substitute would replace paragraphs 2 and 3 of the Preamble; and amend the first three Whereas's at the top page 3.
- It was a more general description of the situation, but more descriptive of potential rather than assuming we would end up in a certain place.
- The State had named Dane County to administer Family Care, but Dane County didn't want to be involved in it.
- Metro would need to work with a whole new set of HMO-like entities.
- Currently, the City was providing the match that generated the Medicaid dollars. Under an HMO, external money could not be used.
- Essentially, the \$3.7 funding could be at risk, if they charged for fares and not for costs.
- But the City may have a funding opportunity as well, where its share (40%) would be a bonus to the City. Metro might not have to provide as many rides. Utilization may go down, but costs would go down with that.

Martin thought the Substitute was good, and offered a more optimistic take on the situation. The language in the Whereas's needed to be struck as suggested by Golden, now that Family Care-Version 2 had been withdrawn.

The motion to approve the Substitute passed by voice vote/other. A vote was then taken on the main motion as amended, to **RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER:** Recommend to adopt Substitute (Version 2). The main motion to approve the resolution as amended passed by voice vote/other.

H.2. [43351](#)

Authorization for Metro Transit to use Cummins, Inc., Gillig, LLC and Trapeze Software Group, Inc. as sole source providers for bus parts that only they manufacture.

[Please note: Action was taken on Agenda Items H.2. and H.3. together.]

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

H.3. [43130](#)

Authorizing the Mayor and the City Clerk to enter into an agreement with Deluca & Hartman Construction, 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. This contract will be for the 2016 - 2017, 2017 - 2018, 2018 - 2019 season with two one year options for the City to renew.

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

**I. UNFINISHED BUSINESS ITEMS**

- I.1. [43629](#) Metro: Resolution No. TPC 19-18, memorializing action taken on June 8, 2016, to change targeted fares, effective 08.28.16 - TPC 07.13.16
- Bigelow/Tolmie made a motion to adopt the TPC resolution. The motion passed by voice vote/other.**

**J. REPORTS OF OTHER COMMITTEES - for information only; no action required.  
(Most recent meeting minutes electronically attached, if available)**

- [07828](#) ADA Transit Subcommittee  
Contracted Service Oversight Subcommittee  
Parking Council for People with Disabilities  
Long Range Transportation Planning Committee  
Joint Southeast Campus Area Committee  
Madison Area Transportation Planning Board (MPO)  
TPC Subcommittee (to review issues outlined in Leg. File 37359)  
Ad Hoc Transportation Ordinance Review Committee

**K. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

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

**Poulson introduced the two people nominated to serve as First and Second Alternates on the TPC: Michael Martez Johnson and Ken Streit.**

**K.2. Commission member items for future agendas**

**Members requested updates on the following: Judge Doyle Square, Family Care, the capital and operating budgets for each agency, (when promulgated in September and October), and the proposed Cap East parking facility.**

**ADJOURNMENT**

**A motion was made by Tolmie, seconded by Ahrens, to Adjourn at 6:45 PM. The motion passed by voice vote/other.**