



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved TRANSIT AND PARKING COMMISSION

*PLEASE NOTE: This meeting can be viewed in a live webcast of Madison City Channel at  
[www.madisoncitychannel.com](http://www.madisoncitychannel.com).*

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Wednesday, January 13, 2016

5:00 PM

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

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### A. CALL TO ORDER/ROLL CALL

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

**Present:** 7 - David Ahrens; Rebecca Kemble; Wayne Bigelow; Gary L. Poulson; Ann E. Kovich; Kenneth Golden and Kate D. Lloyd

**Excused:** 3 - Chris Schmidt; David E. Tolmie and Margaret Bergamini

Please note: Kemble arrived at 5:03 PM, as the Minutes were being approved.  
Lloyd arrived at 5:07 PM, during discussion of Item E.2. Also, please note there is one vacancy on the Commission in the position of Second Alternate.

### B. APPROVAL OF MINUTES

A motion was made by Golden, seconded by Bigelow, to Approve the Minutes of the December 9, 2015 meeting. The motion passed by voice vote/other.

### C. PUBLIC APPEARANCES - None.

### D. DISCLOSURES AND RECUSALS

With reference to Item F.2., Poulson disclosed that he is a member of the TIF Review Board.

### E. TRANSIT AND PARKING MONTHLY REPORTS

E.1. [41309](#) Parking: January 2016 Activity Report and November Revenue-Expense Reports - TPC 01.13.16

Members asked that occupancy data be provided on a quarterly basis and that they continue to be kept informed about developments for JDS. Kovich/Golden made a motion to receive the reports. The motion passed by voice vote/other.

E.2. [41310](#) Metro: YTD Performance Indicators, Financial and Performance Measures, and Ride-Revenue-Fare Type Reports - TPC 01.13.16

Members discussed their preferences for the way Metro reports are presented and organized. Some suggestions included: To use graphics, to present multi-year data (vs. monthly YTD comparisons to the year before), to place summary pages in the front, and to provide a narrative cover page. Kamp said that staff planned to provide a 10-year comparison of ridership and financials, as part of their year-end reporting; and agreed to look at different ways to

organize and present their reports per member suggestions. Kovich/Golden made a motion to receive the reports. The motion passed by voice vote/other.

**F. NEW BUSINESS ITEMS**

- F.1. [40941](#)** Amending Sections 12.1335(2) and (4)(c) of the Madison General Ordinances to expand the boundaries of the "Snow Emergency Zone."

**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.**

- F.2. [41172](#)** Authorizing the Madison Parking Utility to issue a Request for Proposals (RFP) for architectural and engineering services required to design an approximately 650-stall parking facility on the south east corner of the intersection of East Main Street and South Livingston Street.

**Asst. Parking Utility Manager Sabrina Tolley, and Economic Development Division Director Matt Mikolajewski, discussed the resolution and answered questions.**

- Located in the 800 block of E. Main in the Capitol East District, preliminary concept plans for the garage called for 650 stalls, with commercial/mixed use on the first floor at a minimum (and the possibility of more on additional floors), which would face on Main.
- Depending on expansion of the district, the project would be funded through TIF; but the garage would be owned and operated by the Parking Utility. Parking would be the landlord, and City Real Estate would manage the property, with the Utility receiving revenue and paying expenses.
- During the day, parking would be leased to Gebhardt Development, and at night and on weekends, parking would be open to the public.
- The City not the Parking Utility would borrow the money through general issuance of G-O debt for which interest would be low. As a result, the Parking Utility would not be involved in bond covenants and requirements/restrictions connected to them.
- BOE would be the City committee to make the call on TIF, and BOE and the City Council would address policy issues related to TIF, PILOT and financing in general.
- The developer would need to guarantee a portion of the increment to help repay the debt. The Utility would likely pay some PILOT (perhaps on a sliding scale), but not to the same extent as for downtown facilities.
- Items connected to the project (such as an agreement with the selected contractor) would be referred to TPC, and staff would keep the Commission updated in the meantime. More specific info would likely be available by March.
- Being a public works project, Engineering would work with Parking and Purchasing to prepare the RFP, at which point TPC input could be given.
- The project would be located in Urban Design District #8, and the design proposals would need to meet the UDD8 guidelines in order to be approved by the Urban Design Commission.
- The City was still negotiating with MG&E about the property on the proposed site for the garage.

**Deputy Mayor Anne Monks commented as follows.**

- The Council had been emphatic if the City was to subsidize ramps for public

purposes and multiple uses, the City should own them.

- It had also been the Council's policy that public parking ramps should not look like parking ramps, and should have active use like something on Main.
- A lot was not yet known. But this project was a high priority for the City. This resolution was an attempt to get ahead of the game, and that is why there weren't more answers. The City did not have a deal, but they had an outline of how it should look.
- Per the Sustainability study, we should assume the downtown ramps hung together for the purpose of sustainability.
- But in these new areas, the ramps would try to sustain themselves and would not be subsidized by the downtown ramps, which had their own issues and priorities (such as replacement of Gov East and Lake Street ramps). We didn't want to detract from those priorities by adding a new ramp, which in this case, was experimental.

Some members expressed concern about approving the RFP without an opportunity to review the RFP and without more information about design and financing features. Others thought that since the resolution was simply a call for architectural and engineering services in order to pick the most qualified firm, and since construction would not be funded by the Utility money or bonding, it would be okay to move the item on, with the idea that the Commission would be consulted as more details about design and financing became available. Members agreed that the Commission needed to play a role in the process and be informed about TIF and PILOT arrangements, bonding impacts, and more solid construction cost estimates, because the project would have a long-lasting impact on the Utility.

Kemble/Bigelow made a motion to add language to the first Resolved clause to say that the draft RFP be presented for comment to the TPC prior to its issuance. Golden/Ahrens proposed a friendly amendment to add another Resolved clause to say that the Commission needed to be given an opportunity to provide input on design and financing. The motion as amended passed unanimously.

Bigelow/Lloyd made a motion to approve the resolution, with recommendations for additional language to be incorporated as follows:

1) To add the following language at the end of the first Be it Resolved clause, as follows: "and that the draft RFP will be presented for comment to the Transit and Parking Commission prior to its issuance";

2) To add a second Resolved clause before the third/final Resolved clause, as follows:

"Be it Further Resolved, that the Transit and Parking Commission/Parking Utility be afforded an opportunity to provide meaningful input on design, appearance and financing issues; and,"

The motion passed by voice vote/other.

**F.3. [41136](#)**

Authorizing the Mayor and City Clerk to enter into an agreement with Dane County for the following purposes in the calendar year 2016: (1) providing the Transit Utility with MA Waiver Community Integration Program (CIP) funding; (2) providing Dane County with State 85.20 funding by the Transit Utility for the

County's provision of accessible transportation for persons unable to use the Transit Utility's paratransit services with its service area.

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.

**G. 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 Commission  
Joint Southeast Campus Area Committee  
Madison Area Transportation Planning Board (MPO)  
TPC Subcommittee (to review issues outlined in Leg. File 37359)

**H. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS**

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

Poulson praised the work and service of Alder Schmidt, and said he would prepare a letter thanking Schmidt on behalf of the Commission.

Poulson also said he would refer the issue of changes to Family Care to ADATS, to ask ADATS to help prepare strategies to deal with the changes when they came full bore. Kovich asked that they receive regular updates on this. Kemble said she would ask City Channel to create a video extract of the Dane County staff presentation at the December meeting about changes to Family Care, in order to share it with interested people.

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

**ADJOURNMENT**

A motion was made by Bigelow, seconded by Lloyd, to Adjourn at 6:25 PM. The motion passed by voice vote/other.