



# City of Racine Meeting Minutes

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Transit and Parking Commission

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Wednesday, November 1, 2006

4:30 PM

Room 301, City Hall

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### Call To Order

*The meeting was called to order by Chairman Ganaway at 4:35 P.M.*

**PRESENT:** 4 - Mark Kowbel, Timothy Craft, Deborah Ganaway and Laurie Kell

**ABSENT:** 1 - Thomas M. Sollman

Also Present: M. Glasheen, Acting Secretary; L. Baylor, W. McDonald, PTMR; S. Greenfield, Transit Now; D. Bose

### 1. Approval of Minutes for the August 30, 2006 Meeting

*The minutes of the meeting held on August 30, 2006 were approved as printed.*

**to Approve the Minutes**

### Parking System Business

### 2. Miscellaneous Parking System Business

*A. Review of Parking System proposed 2007 budget.*

*At the request of Mr. Rooney, Mr. Glasheen provided members with an updated 2007 Parking System budget summary sheet. He noted that a \$20,000 error in the budget had been corrected and that the loss had been reduced to about \$37,000 expected. No action was required on the budget.*

### Transit System Business

### 3. [06-2734](#)

**Subject:** (Direct Referral) Communication from Rosemary Potter, Executive Director of Transit Now, wishing to use the Racine Railroad Depot on Thursday, December 7, 2006 from 4:30 P.M. to 6:30 P.M. for a meeting.

**Recommendation:** The request be granted subject to the execution of a hold harmless agreement with the City, and subject to the understanding that the facility and bathrooms must remain open to the public during the event.

**Fiscal Note:** N/A

*Members were given a memo from Transit Now dated November 1, 2006, outlining the Transit Now mission and the reason for the requested use of the depot. Susan Greenfield, a Transit Now Board member, indicated that the event would be used to raise*

awareness of the KRM project and to develop partnerships in the Racine area. She noted that food and alcohol would be served at the event.

Mr. Glasheen indicated no objections to the request, while noting that certain conditions would have to be met. Since the depot is a public building, according to the City Attorney's office, it would have to remain open for public use. Also, the bathrooms would have to remain open for public use. Transit Now would have to execute a hold harmless agreement with the City for the use of the building. They would have to get a temporary liquor license from the City Clerk's office for the event. Other than the cast iron benches, which are not allowed to be moved, there is no other seating available. We have no podium or P.A. system in the building. Also, there is little or no parking around the depot at this time. Participants would have to park on Liberty Street, Silver Street, or in the turn-around off State Street.

Mr. Glasheen did note that the building has a rolling dolly which Transit Now could use to move equipment, materials, consumables, etc. into and out of the building, and has a storage room where supplies could be placed out of the way. Access to the building would be off of State Street along the walkway to the depot.

Mr. Craft suggested that Transit Now block off the west concourse in some fashion, with curtains, tables or velvet ropes, and post a sign noting that there was a private party going on. This would allow use of the building and bathrooms by the general public while reserving the remaining space for the event.

Mr. Craft moved that the request be granted subject to the execution of a hold harmless agreement with the City, and subject to the understanding that the facility and bathrooms must remain open to the public during the event. Mr. Kowbel seconded and the motion passed.

#### **Recommended For Adoption**

4. [06-2624](#) **Subject:** Communication from the Transit Planner regarding bus fare increases for 2007.

**Recommendation:** The item be deferred to the next meeting.

#### **Fiscal Note:** N/A

Mr. Glasheen distributed copies of the proposed 2007 budget including the proposed fare increases, a comparison of the fare increase budget, the status quo budget, and the service reduction budget. He explained that the Mayor did not wish to cut bus service, but could not provide the extra \$112,000 in City property tax revenue to maintain the status quo. The Mayor asked what kind of fare increase would be necessary to maintain current levels of service, and analysis showed that a \$.25 base fare increase, in concert with increases in several other fare categories, should be adequate to maintain current service levels. Mr. Glasheen distributed a notice of public hearing for Thursday, November 16, 2006, showing the fare categories with proposed increases.

Members discussed the budget and the need for the increase, expressing concern about the ability of the bus riding public to pay, but noting that the proposed fare increase was better than cutting services. Members asked about service improvements, use of the AVL system to evaluate alternatives, and discussed what might happen in 2008.

Mr. Baylor indicated that he had performed an analysis of bus fare collections and stated

that he believed that fares were being underpaid by 20% to 25%. Customers would consistently tell drivers that they "only had a dollar" and could they pay the rest "tomorrow." Tomorrow never comes. Farebox revenue, being about \$500,000 in 2005, he indicated that tightening up the fare collection through a combination of driver watchfulness, signs and other activities, could generate an additional \$50,000 in farebox revenue. Mr. Glasheen noted that while this is not enough to forestall a fare increase, it could provide a cushion in the event that ridership losses are greater than expected or for larger fare revenue in the 2008 budget. Mr. Baylor is pursuing efforts to get more revenue from the farebox.

Mr. Kowbel asked what efforts staff are making toward the 2008 budget. Mr. Glasheen noted that he prepared nine different budget scenarios for 2007 and that work during the year will be to determine ridership impact of those scenarios. He anticipated coming to the Commission to discuss and perhaps implement changes throughout the year. One positive improvement that is possible is moving from 60 minute to 45 minute headways on Saturdays and Sundays, providing more service at the same cost. This hinges on analysis of Route 86, and being able to reduce its headways to 45 minutes or less.

Mr. Craft noted that it appeared there is a combination of issues being looked at to try and stabilize bus service for the future.

Mr. Kowbel noted that there have been improvements which impact the budget, such as the depot opening and security personnel therein, and that staff is working on efficiencies, evaluating services, looking at adjustments, and trying to estimate how things, like the price of diesel fuel, will impact the overall budget.

Ms. Kell asked if there were any guarantees that what we are doing will forestall any changes in 2008. She was told there are no promises.

Members discussed the availability of State and Federal funds and were told that the State Transit Association is writing its own legislation to try and stabilize State funding at 42% of a system's expenses. Mr. Glasheen explained how State and Federal funds are generated, a number arrived at, and how they are provided to local transit systems.

After further discussion, Mr. Kowbel moved that the item be deferred to the next meeting. Ms. Kell seconded and the motion passed.

**Deferred**

5.        [06-2622](#)        **Subject:** Communication from the Transit Planner wishing to discuss changes in the Belle Urban System transfer policy.

**Recommendation:** The item be deferred to the next meeting.

**Fiscal Note:** N/A

Mr. Glasheen distributed a copy of the current transfer policy, noted that installation of new electronic transfer cutters would happen in November and asked that the item be deferred to the next meeting.

Mr. Craft moved that the item be deferred to the next meeting. Ms. Kell seconded and the motion passed.

**Deferred**

6. [06-2511](#) **Subject:** Communication from the Transit Planner submitting the August 2006 operating and financial report for the Wisconsin Coach Lines Kenosha-Racine-Milwaukee intercity bus service.

**Recommendation:** The communication be received and filed.

**Fiscal Note:** N/A

*Ms. Kell moved that the report be received and filed. Mr. Craft seconded and the motion passed.*

**Recommended to be Received and Filed**

7. [06-2692](#) **Subject:** (Direct Referral) Communication from the Transit Planner submitting the September 2006 financial and operating report for the Wisconsin Coach Lines Kenosha-Racine-Milwaukee intercity bus service.

**Recommendation:** The communication be received and filed.

**Fiscal Note:** N/A

*Mr. Kowbel moved that the report be received and filed. Mr. Craft seconded and the motion passed.*

**Recommended to be Received and Filed**

8. [06-2630](#) **Subject:** Communication from the Transit Planner submitting the August 2006 financial and operating report for the Belle Urban System.

**Recommendation:** The communication be received and filed.

**Fiscal Note:** N/A

*Ms. Kell moved that the report be received and filed. Mr. Kowbel seconded and the motion passed.*

**Recommended to be Received and Filed**

## 9. Miscellaneous Transit System Business

*Mr. Glasheen distributed a brief report provided by Mr. Baylor showing that 1,120 dial-a-ride trips were made in October utilizing 790.26 hours of service. A more detailed report will be provided at the next meeting.*

## 10. Next Meeting Date

*The next meeting of the Commission is scheduled for Wednesday, November 29, 2006, at 4:30 P.M.*

## Adjournment

*The meeting was adjourned at 5:50 P.M.*

*Respectfully submitted,  
Michael J. Glasheen, Acting Secretary  
Transit and Parking Commission*

*Approved,  
Deborah Ganaway, Chairman*

**If you are disabled and have accessibility needs or need information interpreted for you, please contact the Engineering Department, 636-9166, at least 48 hours prior to this meeting.**