



City of Racine

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

Meeting Minutes - Final Transit and Parking Commission

*Chairperson Deborah Ganaway
Alderman Raymond DeHahn
Kristin Niemiec
John Heckenlively
Mark Kowbel*

Wednesday, March 30, 2011

4:30 PM

City Hall, Room 301

Call To Order

The meeting was called to order at 4:30 P.M.

PRESENT: 3 - Raymond DeHahn, John Heckenlively and Mark Kowbel

EXCUSED: 2 - Deborah Ganaway and Kristin Niemiec

Also Present: Al Stanek, Tom Eeg, Willie McDonald, Rita Lewis, Susan Feehrer, John Magee, Tom Karkow

Approval of Minutes for the February 23, 2011 Meeting

Minutes of the February 23, 2011 meeting were approved as printed. Passed unanimously.

Parking System Business

1. [11-6159](#) **Subject:** Communication from Rita Lewis, Racine Montessori School, wishing to rent Lakefront Lot No. 5 from 5:30 A.M. to 5:00 P.M. for the Lakefront Artist Fair on Saturday, May 7, 2011.

Recommendation of the Transit and Parking Commission on 03-30-11: The Lakefront Artist Fair be granted permission to lease Lakefront Parking Lot No. 5 on May 7, 2011, subject to payment of lease costs of \$1.50 per space for the parking lot in accordance with existing City policies, and subject to the execution of a hold harmless agreement with the City.

Fiscal Note: Rental will provide \$180 for the Parking System.

This request has been before the Commission every year and has been approved every year. The organization would pay the \$1.50 per space rate, generating \$180 for the Parking System.

Motion made by Kowbel, seconded by Heckenlively to approve. Passed unanimously.

Recommended For Approval

Transit System Business

2. [11-6131](#) **Subject:** Communication from Susan Feehrer, Executive Director of ITN *Racine County*, requesting to speak to the Transit and Parking Commission regarding providing transportation services to seniors aged 60+ and for people who are visually impaired.

Recommendation of the Transit and Parking Commission on 03-30-11: Receive and file.

Fiscal Note: N/A

Ms. Feehrer explained the new transportation services provided by ITN Racine County. The program is established with State funded seed money provided by Racine County. It is designed to ultimately be self-sufficient.

Volunteer drivers are available 24 hours a day/365 days per year to provide automobile transportation to people 60 years or older and those visually impaired. Drivers are reimbursed for mileage.

This is a membership organization with an annual membership fee and a required minimal pre-paid "Personal Transportation Account (PTA)." Members have the option to "convert" the value of their car into their PTA by selling their car to ITN if they chose.

Mr. McDonald advised that Belle Urban dispatchers are aware of the program and can refer qualified customers unable to use the fixed route or paratransit service because of time-of-day or other issues.

Motion made by Kowbel, seconded by Heckenlively to receive and file. Passed unanimously.

Recommended to be Received and Filed

3. [11-6178](#) **Subject:** Communication from the Transit and Parking System Manager requesting to review the transit operating agreement between the City of Racine and the Town of Yorkville.

Recommendation of the Transit and Parking Commission on 03-30-11: Defer

Mr. Stanek explained the annual contracts with participating municipalities appeared to be outdated and required updating. In consultation with the Finance Department, some preferred changes were suggested.

Because the contract amounts are based on the per cent of mileage traveled within each community, and the contracts appear to not have been revised for several years, Mr. Stanek suggested that a complete review of the mileage formulas in use be conducted. The goal will be for new contracts to be presented to the Commission for approval in April. It was also pointed out that contracts should normally be in place as close to the beginning of the year as possible.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

4. [11-6179](#)

Subject: Communication from the Transit and Parking System Manager requesting to review the transit operating agreement between the City of Racine and the Village of Caledonia.

Recommendation of the Transit and Parking Commission on 03-30-11: Defer

Mr. Stanek explained the annual contracts with participating municipalities appeared to be outdated and required updating. In consultation with the Finance Department, some preferred changes were suggested.

Because the contract amounts are based on the per cent of mileage traveled within each community, and the contracts appear to not have been revised for several years, Mr. Stanek suggested that a complete review of the mileage formulas in use be conducted. The goal will be for new contracts to be presented to the Commission for approval in April. It was also pointed out that contracts should normally be in place as close to the beginning of the year as possible.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

5. [11-6180](#)

Subject: Communication from the Transit and Parking System Manager requesting to review the transit operating agreement between the City of Racine and the Village of Sturtevant.

Recommendation of the Transit and Parking Commission on 03-30-11: Defer

Mr. Stanek explained the annual contracts with participating municipalities appeared to be outdated and required updating. In consultation with the Finance Department, some preferred changes were suggested.

Because the contract amounts are based on the per cent of mileage traveled within each community, and the contracts appear to not have been revised for several years, Mr. Stanek suggested that a complete review of the mileage formulas in use be conducted. The goal will be for new contracts to be presented to the Commission for approval in April. It was also pointed out that contracts should normally be in place as close to the beginning of the year as possible.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

6. [11-6181](#)

Subject: Communication from the Transit and Parking System Manager requesting to review the transit operating agreement between the City of Racine and the Village of Mt. Pleasant.

Recommendation of the Transit and Parking Commission on 03-30-11: Defer

Mr. Stanek explained the annual contracts with participating municipalities appeared to be outdated and required updating. In consultation with the Finance Department, some preferred changes were suggested.

Because the contract amounts are based on the per cent of mileage traveled within each community, and the contracts appear to not have been revised for several years, Mr. Stanek suggested that a complete review of the mileage formulas in use be conducted. The goal will be for new contracts to be presented to the Commission for approval in April. It was also pointed out that contracts should normally be in place as close to the beginning of the year as possible.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

7. [11-6182](#)

Subject: Communication from the BUS General Manager submitting for review the February 2011 Operating Report for the Belle Urban Transit System.

Recommendation of the Transit and Parking Commission on 03-30-11: Defer

Mr. Stanek distributed the list of monthly statistics that the Belle Urban System (BUS) operator is required to submit monthly under their contract with the City. He pointed out that Mr. Myers provided a very comprehensive report that covered the first six weeks of the year at the February meeting, but was unable to provide a report for this meeting.

Commission members were asked if all of the required information, including number of gallons of fuel on hand, etc., was something they would like to see each month

Mr. Stanek advised that he would work with Mr. Myers at developing a more concise report for Commission members in the future. Commission members can review the new format at future meetings and make additions or deletions. Although the full report will still be required of the BUS management, the revised format of the Commission member's report will concentrate on ridership and revenue (compared to the similar time period the previous year), employee relations, vehicle road calls, accidents, hours of overtime and citizen requests/complaints/compliments.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

Adjournment

The meeting adjourned at 5:20 P.M.

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.