



City of Racine

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

Meeting Minutes - Final

Transit and Parking Commission

*Raymond DeHahn
John Heckenlively
Deborah Ganaway
Dustan Balkcom
Mark Kowbel*

Wednesday, August 24, 2016

4:30 PM

City Hall, Room 303

REVISED

Call To Order

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

PRESENT: 5 - Raymond DeHahn, John Heckenlively, Deborah Ganaway, Dustan Balkcom and Mark Kowbel

Also Present: Michael Maierle, Willie McDonald, Mark Yehlen, Kathleen Fischer, John Magee, Devin Sutherland, Cameron McKenna

Approval of Minutes for the July 20, 2016 Meeting

The minutes of the July 20, 2016 meeting were approved as printed. Passed unanimously.

1. Financial Statements and Auditor's Report for 2014 and 2015

Assistant Finance Director Kathleen Fischer presented the audited financial reports for 2014 and 2015. The financial situation was helped by low fuel costs. The audits and various statements are required by the Federal Transit Administration (FTA) and the State of Wisconsin.

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

2. [0675-16](#)

Subject: (Direct Referral) Request from the Friends of the Library to pre-pay \$100 for all parking in the Library Lot (63 spaces) and the Memorial Hall Lot (17 spaces) Saturday morning, November 12, 2016, from 8:00 A.M. to 12 Noon. (Res. No. 0316-16)

Recommendation of the Transit and Parking Commission on 08-24-16: Approve the request from the Friends of the Library to pre-pay \$100 for public parking in the Library Lot and Memorial Hall Lot on November 12, 2016, from 8:00 A.M. to 12 Noon.

Fiscal Note: The agreement will generate \$100.00 for the Parking

System.

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

Recommended For Approval

3. [0720-16](#)

Subject: (Direct Referral) Communication from the Downtown Racine Corporation requesting a "Free Parking Day" in the downtown area on September 24, 2016, from 12:00 P.M. - 7:00 P.M. for Party on the Pavement. (Res. No. 0317-16)

Recommendation of the Transit and Parking Commission on 08-24-16: Approve the request from Downtown Racine Corporation requesting a "Free Parking Day" in the downtown area on September 24, 2016, from 12:00 P.M. - 7:00 P.M. for Party on the Pavement.

Fiscal Note: N/A

Devin Sutherland appeared before the Transit and Parking Commission and outlined the request.

There was a question on how much the event pays to defray lost parking revenue. None, but the event promotes downtown and parking use in general.

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

Recommended For Approval

4. [0680-16](#)

Subject: (Direct Referral) Drug and Alcohol Policy approval. (Res. No. 0318-16)

Recommendation of the Transit and Parking Commission on 08-24-16: Approve the Drug and Alcohol Policy.

Fiscal Note: N/A

The Drug and Alcohol Policy has been in use for four years and was accepted by the FTA. It should be approved by the Commission to make it official.

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

Recommended For Approval

5. **Parking Update from ABM**

ABM is undergoing some personnel changes. The new project manager will be invited when ABM has one. At Lakefront Lot #5, ABM installed a new sign, replaced a broken glass panel, and cleaned up some graffiti on that same newly installed glass panel.

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

unanimously.

6. BUS General Manager's Operations Report

The BUS General Manager Willie McDonald presented the monthly ridership and revenue report. A budget summary is included in the report. Comparing July 2016 to July last year, fixed route linked ridership is down 17%. Paratransit is down 10%. Fixed route revenue is down 26%. Paratransit revenue is down 10%. Costs are compared to a benchmark of 7/12 or 58.3% of the year having passed. Fixed route maintenance costs are at 67.5%, paratransit is at 42.6%, overall expenditure year-to-date is 55.1%. Crashes are down to 9 from 18 one year ago.

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

7. 2017 Budget - Preliminary Information

Transit and Parking System Manager Michael J. Maierle presented ridership trends for the last 6 years. The trend is that every year the system loses 55,000 riders per year or the equivalent of 4500 riders per month. That's a decrease of about 4.5% per year. The revenue trend has been flat because of past fare increases, but revenue from fares is projected to be down about \$75,000 for 2016. Insurance costs are likely to increase in 2017 due to recent case law regarding the state's municipal liability cap. Staff is pursuing options and will bring specifics to the next meeting.

Because the transit system has been operating lean, has received safety dividends from our insurer, and fuel costs continue to be low, the budget can be balanced for 2017.

Various reasons for declining ridership were discussed. Infrequent service combined with low-cost gas and an improving labor market might be factors. Staff will look at state and national trends. The marketing program is being revamped and more mobile-device information is being provided to riders to make the transit trip more convenient.

The capital improvement program will be presented at the next meeting.

Motion made by Balkcom, seconded by DeHahn to receive and file. Passed unanimously.

8. Racine Unified School District Contract for First Half of 2017 - Preliminary Information

Transit and Parking System Manager Michael J. Maierle has had some preliminary discussions with Racine Unified School District (RUSD) regarding 2017. RUSD would like a spring semester only contract because of uncertainty regarding fall transportation plans. The manager is authorized to work on a spring semester only contract and seek a 5% fee increase because the contract fee is the equivalent of less than \$1.50 per ride.

Motion made by DeHahn, seconded by Balkcom to receive and file. Heckenlively abstained. Passed.

Adjournment

The meeting adjourned at 5:45 P.M.

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