



City of Racine

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

Meeting Minutes - Final Transit and Parking Commission

Wednesday, July 27, 2011

4:30 PM

City Hall, Room 301

Call To Order

The meeting was called to order at 4:32 P.M.

PRESENT: 4 - Deborah Ganaway, Raymond DeHahn, John Heckenlively and Mark Kowbel

EXCUSED: 1 - Kristin Niemiec

Also Present: Al Stanek, Mark Yehlen, Tom Eeg, John Myers, Tom Karkow, Ann Wirtz, David Wesley, John Magee, Al Beck, Christine Won

Approval of Minutes for the June 29, 2011 Meeting

The minutes of the June 29, 2011 meeting were approved as printed. Passed unanimously.

Parking System Business

1. [11-6679](#) **Subject:** Communication from the Transit and Parking System Manager requesting to discuss the Parking Utility Financial Analysis Draft Report.

Recommendation of the Transit and Parking Commission on 07-27-11: Receive and file. Further recommend this communication be referred to the Public Works and Services Committee.

Fiscal Note: N/A

A first draft of a Parking Utility financial and basic operations analysis was reviewed by commissioners. Several typographical and mapping errors were noted and will be corrected before the report is forwarded to Public Works. The consultant, RA Smith National, is recommending that a selective elimination of some of the City's 1,800 parking meters should be considered along with a phased increase of parking and violation penalty rates in 2013, 2015, 2017 and 2020. Rate increases are designed to keep parking revenues above operating costs while getting as close as practical to recouping depreciation estimates for the cost of replacing ramps and equipment.

Motion made by DeHahn, seconded by Heckenlively to receive and file the communication and refer it to the Public Works and Services Committee. Passed unanimously.

Recommended to be Received and Filed

2. [10-5568](#) **Subject:** Communication from the Alderman of the 9th District requesting the City investigate placing electric vehicle chargers in City parking ramps.

Recommendation of the Transit and Parking Commission on 09-29-10: Defer

Recommendation of the Transit and Parking Commission on 01-26-11: Defer

Recommendation of the Transit and Parking Commission on 07-27-11: Receive and file. Further recommend this communication be referred to the Public Works and Services Committee.

Fiscal Note: N/A

No direct requests for electric vehicle charging units in Racine lots and ramps have been received to date, but vendors of charging stations routinely contact City staff about product availability. Vendors indicate that rechargeable electric vehicles may begin appearing on the market later this year. Until the charging station technology is standardized, staff recommends holding off on purchasing and placing units. Equipment, installation and payment processing costs are relatively high per unit, yet minimum Federal grant threshold requirements appear to make a Racine demonstration project impractical at this time.

Motion made by DeHahn, seconded by Kowbel to receive and file the communication and refer it to the Public Works and Services Committee. Passed unanimously.

Recommended to be Received and Filed

Transit System Business

3. [11-6678](#) **Subject:** Communication from the Transit and Parking System Manager and the Southeastern Wisconsin Regional Plan Commission (SEWRPC) requesting the opportunity to discuss the Transit Development Plan.

Recommendation of the Transit and Parking Commission on 07-27-11: Receive and file.

Fiscal Note: N/A

Transportation Planner Albert Beck of SEWRPC briefed commissioners on the previous Transit Development Plan (TDP) activities for the City of Racine and the Racine County area. He presented an outline of a 'Transit Service Improvement Alternatives' Chapter for the TDP. SEWRPC is examining the performance of all existing transit route segments with an eye toward providing better service to the public more efficiently. Other areas that the TDP will review include potential service to UW-Parkside, a reevaluation of existing Racine Commuter Bus service, better cooperation between the City and County, and a revised fare structure.

Motion made by DeHahn and seconded by Kowbel to receive and file. Passed

unanimously.

Recommended to be Received and Filed

4. [10-4792](#)

Subject: Communication from David Wesley requesting to discuss bus stops at Prospect Heights.

Recommendation of the Transit and Parking Commission on 03-31-10: Defer

Recommendation of the Transit and Parking Commission on 04-28-10: Defer

Recommendation of the Transit and Parking Commission on 05-26-10: Defer

Recommendation of the Transit and Parking Commission on 01-26-11: Defer

Recommendation of the Transit and Parking Commission on 07-27-11: Receive and file.

Fiscal Note: N/A

Mr. David Wesley, a resident of the Prospect Heights Community Living Center for the disabled, pointed out that six trips per day that service the complex are focused on more of a "traditional" commute usage than a disabled community focus. The current schedule of three early morning trips and three afternoon trips means doctor appointments and other transportation needs of residents often require leaving much earlier than necessary and having to wait long periods for a return bus. Staff noted that the TDP route review process is an excellent opportunity to address this issue.

Motion made by DeHahn, seconded by Heckenlively to receive and file with staff directed to work with Mr. Wesley and SEWRPC. Passed unanimously.

Recommended to be Received and Filed

5. [11-6676](#)

Subject: Communication from the Transit and Parking System Manager requesting approval to pursue Federal funding for potential bus replacements.

Recommendation of the Transit and Parking Commission on 07-27-11: Approve the request to seek 80% or greater funding for as many as fourteen vehicles to replace 1997 vintage fleet with staff directed to work closely with the Finance Department.

Fiscal Note: No financial commitment beyond what is currently in the Capital Improvements Program (CIP) is required at grant application. Obtaining new vehicles to replace 15 year-old vehicles will significantly reduce annual operating costs that are partially funded by City tax

levy. Eight additional replacement vehicles are funded in the current CIP. Grant requests will attempt to replace as many as fourteen vehicles while procurement opportunities are optimal.

The State of Wisconsin Department of Transportation (WisDOT), acknowledging new limited opportunities to obtain Federal funding for transit fleet replacements has agreed to pursue a USDOT Transit "State of Good Repair" grant for Wisconsin transit systems. The deadline for application is July 29 and initial action on grant requests is anticipated later this year. The Racine Belle Urban System (BUS) is currently operating with 17 of its minimum 35 vehicle fixed route fleet well beyond their expected service life. The 1997 vehicles will be at least 15 years before replacement under this program and will have amassed as much as 700,000 miles per vehicle. Standard service expectancy is 12 years. Replacement parts costs are very expensive and replacement parts are hard to obtain. Staff views the reduced maintenance costs and improved fuel economy as one of the primary options for reducing annual operating costs.

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

Recommended For Approval

6. [11-6681](#)

Subject: Communication from the Transit and Parking System Manager requesting authorization to enter into an Intergovernmental Cooperative Purchasing Agreement with Kenosha Area Transit.

Recommendation of the Transit and Parking Commission on 07-27-11: Approve subject to US DOT grant approval.

Fiscal Note: N/A. The Intergovernmental Purchasing Agreement itself presents no funding obligation.

The required procurement process for a major purchase is complex and lengthy. An existing procurement contract completed by the City of Kenosha has been used in the past to allow the City of Racine to "piggy-back" on their open procurement. This allows for reduced group purchase pricing and accelerated delivery of badly needed vehicles. The specification for "up to" fourteen vehicles is contingent upon a federal grant award.

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

Recommended For Approval

7. [11-6677](#)

Subject: Communication from the Transit and Parking System Manager requesting to amend US Federal Transit Administration (FTA) Grant No. WI-04-0037-00.

Recommendation of the Transit and Parking Commission on 07-27-11: Approve and instruct staff to request grant amendment.

Fiscal Note: Local funding is already provided in CIP.

The referenced Federal grant in the amount of \$380,000 is already approved and funded. The original goal was to enable real time electronic transit schedule

information to be placed in existing and new bus shelters around the city. Staff has evaluated the estimated annual operating and maintenance costs of the proposal (not funded by the grant) and is recommending that the current funding situation would result in an operating cost burden that is not affordable. The request is to amend the grant funds to be dedicated primarily for the cost of a new bus (estimated cost of \$405,000) with any remaining Federal and local funds to be used to purchase and install basic passenger shelters.

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

Recommended For Approval

8. [11-6702](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting authorization to approve the transit operating agreement between the City of Racine and the Village of Mt. Pleasant.

Recommendation of the Transit and Parking Commission on 07-27-11: The Mayor and City Clerk be authorized and directed to execute the agreement on behalf of the City of Racine.

Fiscal Note: The Village of Mt. Pleasant will pay up to \$173,000 as budgeted for transit service provided in the Village.

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

Recommended For Approval

9. [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

Recommendation of the Transit and Parking Commission on 04-27-11: Defer

Recommendation of the Transit and Parking Commission on 07-27-11: The Mayor and City Clerk be authorized and directed to execute the agreement on behalf of the City of Racine.

Fiscal Note: The Village of Caledonia will pay up to \$30,000 as budgeted for transit service provided in the Village.

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

Recommended For Approval

10. [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

Recommendation of the Transit and Parking Commission on 04-27-11: Defer

Recommendation of the Transit and Parking Commission on 07-27-11: The Mayor and City Clerk be authorized and directed to execute the agreement on behalf of the City of Racine.

Fiscal Note: The Village of Sturtevant will pay up to \$53,000 as budgeted for transit service provided in the Village.

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

Recommended For Approval

11. [11-6680](#)

Subject: Communication from the BUS Transit Manager submitting the June BUS Monthly Report and first six months of 2011 ridership and revenue.

Recommendation of the Transit and Parking Commission on 07-27-11: Receive and file.

Fiscal Note: N/A

The Commission reviewed the June Operations Report and an additional memo from the BUS General Manager reporting first half of the year ridership and revenue information. It was noted that the revenue amounts on Mr. Myers' monthly report includes only the cash that comes through fareboxes while revenue totals for the full six months include prepaid pass sales, token sales and 10-ride ticket revenue. Additional advertising and "other" revenue are not included in the six month report totals.

Paid ridership in the first six months of 2011 was 621,641 trips which is a 59,693 trip increase (10.6%) over the comparable period last year. "Paid" ridership does not include transfers and "free" rides provided to children five and under and attendants assisting the disabled.

Total ridership revenue increased by \$21,036 (3.2%) at \$674,695 compared to the same period last year. This figure does not include roughly \$75,000 of advertising and other revenue including a liability insurance dividend. Traditionally, ridership increases exceed revenue increase percentage wise due to more frequent riders moving from paying the higher cash fare to reduced rates offered by 30-day and 10-ride passes.

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

Recommended to be Received and Filed

Adjournment

The meeting adjourned at 5:47 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.