



Minutes

TRANSPORT 2020 IMPLEMENTATION TASK FORCE (ITF) MEETING #2

Wednesday, January 21, 2004

5:00 pm

Madison Municipal Building, Room 300
215 Martin Luther King, Jr. Boulevard
Madison, WI

-- ROLL CALL

ITF Members Present: Sandy Beaupre; Jim Berkenstadt; Lori Kay (*for LaMarr Billups*); Supv. Michael Blaska; John DeLamater; Supv. Chuck Erickson; Kristine Euclide; Ald. Ken Golden; Jesse Kaysen; Supv. Scott McDonell; Rose Phetteplace; Dick Wagner.

ITF Members Absent: George Nelson (*notified*); Ald. Warren Onken (*notified*); Randy Romanski (*notified*).

TAC/Staff Present: Jim Arts (Dane County Executive's Office); Rod Clark (Wisconsin Department of Transportation, Bureau of Transit and Local Roads); Doug Dalton (WisDOT, Bureau of Planning); Catherine Debo (Madison Metro); Michael Friedlander (Wisconsin DNR); Rob Kennedy (Dane County Executive's Office); Bob McDonald (Madison Area Metropolitan Planning Organization); Mark Opitz (City of Middleton, Planning); Bill Schaefer (Madison Area MPO); Tim Sobota (Madison Metro); David Trowbridge (Madison Planning and Development; *Project Administrator for Transport 2020*); Todd Violante (Dane County Planning and Development).

Others Present: Fred Bartol (Dane Alliance for Rail Transit); Tom Lynch (Strand Associates); Bob Schaefer.

1. REVIEW OF AGENDA

Supv. Scott McDonell welcomed Transport 2020 Implementation Task Force members to Meeting #2. He suggested moving the update on the commuter rail pilot project before the City of Middleton's land use presentation. The Task Force agreed to that modification.

2. APPROVAL OF MINUTES FROM ITF MEETING #1 (DECEMBER 3, 2003)

The Minutes for Meeting #1 of the Transport 2020 Implementation Task Force were unanimously approved, as submitted on a motion by Jesse Kaysen/John DeLamater.

3. SCHEDULE STANDING TASK FORCE MEETING DAY/TIME

The following Transport 2020 Implementation Task Force meeting dates, times and locations were scheduled for the remainder of 2004:

- Monday, March 22nd, 6:30 p.m., Room 260 Madison Municipal Building
- Monday, May 24th, 6:30 p.m., Room 260 Madison Municipal Building
- Monday, July 26th, 6:30 p.m., Room 260 Madison Municipal Building
- Monday, September 27th, 6:30 p.m., Room 260 Madison Municipal Building
- Monday, November 29th, 6:30 p.m., Room 260 Madison Municipal Building

4. OPPORTUNITY FOR PUBLIC COMMENT

The only registrant was Bob Schaefer. Mr. Schaefer recommended that public comment be accepted on all agenda items, rather than only at the beginning of the meeting. He felt that this allows the public a better opportunity to provide timely and informed feedback on issues. He also asked that enough copies of handouts be available for members of the public. Schaefer finally asked for a poll among Task Force members to find out their preferred alternative at this time, given that the Mayor and County Executive have asked members to take another look at various alternatives.

5. NOMINATION AND ELECTION OF TRANSPORT 2020 ITF CO-CHAIRS

Supv. Michael Blaska/Dick Wagner nominated Supv. Scott McDonell as Co-Chair of the Implementation Task Force. Supv. Chuck Erickson/Jesse Kaysen then nominated Ald. Ken Golden as the second Co-Chair.

Supv. Michael Blaska/Dick Wagner then submitted a motion to close the nominations and elect Scott McDonell and Ken Golden as Task Force Co-Chairs. The motion carried unanimously.

6. UPDATE OF PROGRESS ON POTENTIAL COMMUTER RAIL PILOT PROJECT

David Trowbridge provided Task Force members an overview of activities pertaining to a potential near-term commuter rail pilot project. He said that the idea to start some limited service using all non-federal funds came up 2 years ago, and was suggested by Madison Metro and other City staff. He said that it was thought to be possible to implement service sooner than otherwise if federal funds were not used. Trowbridge said that Madison Metro staff then developed some cost estimates and held a meeting with then-Mayor Bauman and County Executive Falk. After that, he said that staff was asked to work with the Wisconsin and Southern Railroad (WSOR) to see how the cost estimates might be modified and how the service might differ when viewed from a railroad perspective.

Trowbridge said that WSOR have been preparing a cost proposal for a limited pilot project and that this information was not yet ready to present to the Task Force. He summarized some of the general cost components that will be included in the proposal. However, he said that this information would be provided first to Mayor Cieslewicz and County Executive Falk, and following that would be presented to Task Force members at a future meeting (likely in March).

Ald. Ken Golden asked if this pilot project was under the purview of Transport 2020. Rob Kennedy said that it could be and was intended to help implement the Transport 2020 recommendations. Trowbridge said that the ITF would be a natural committee to review the pilot project as it gets refined, given the membership.

7. **OVERVIEW OF RECENT LAND USE/TRANSIT ORIENTED DEVELOPMENT PLANS AND ACTIVITIES UNDERTAKEN BY DANE COUNTY COMMUNITIES**

Rob Kennedy (Transportation Consultant, Dane County) provided a overview of the issue, stating that he has been working with various Dane County communities to determine how their land use planning fits into the station area planning for Transport 2020. He said that there is a great deal of transit-oriented development (TOD) happening and that he has asked the City of Middleton and Supv. Mark Opitz to discuss their efforts in this area. Kennedy noted that the federal officials are very interested in TOD planning and said that our efforts in this area locally can help the Transport 2020 project obtain federal funds.

Finally, Kennedy noted that he would be inviting other communities to demonstrate their TOD planning activities at future meetings and show how Transport 2020 could be important in helping to shape these areas throughout Dane County.

Mark Opitz (City of Middleton, Planning) then presented some slides that summarized Middleton's efforts to advance TODs, particularly in the downtown and Greenway Center areas.

(Note: A copy of Mr. Opitz's slides can be obtained by request)

Opitz pointed out that the City of Middleton experimented with rail operations, but that this was excursion-oriented and was not very successful from an economic standpoint. He did add that the City still supports the Transport 2020 commuter rail efforts. Opitz also said that the City supports improving bus transit service to serve the developments being planned, noting that the bus and rail operations should complement each other.

He added that a short rail spur is being constructed as part of the Greenway Center development and he said that this could be used to directly serve the development with commuter rail. Kristine Euclide asked when that spur would be built. Opitz said that this was happening in 2004. Ald. Ken Golden hoped that the travel markets would be considered carefully as the transit planning for this area moves forward. He agreed that the various transit modes should be able to work together. He said that park-and-ride options should also be considered in this area. Opitz agreed with that and also felt that a concept like the hotel shuttles might be used for circulation in some areas.

Lori Kay wondered if transit ridership was projected for this area. Opitz said that traffic circulation needs were looked at in 2002, but the analysis was not geared toward transit. He added that the City of Middleton hopes to have better bus service added, as a first step. Dick Wagner said that there should be additional initiatives undertaken to help develop support for transit in this area.

Supv. Michael Blaska asked why the excursion trains service failed. Opitz said that the expenses involved with the service were higher than anticipated, even though there was good usage from the public. Dick Wagner asked what the fare was for a ride to and from a UW football game. Opitz said that it was \$10 for a round-trip. He added that the two train trips could have been staged better to reflect passenger demand, but overall he felt that the ridership was good. Task Force members felt that this information would be useful and would like to hear about it at a future meeting. Opitz said that he would try to arrange this.

Supv. Scott McDonnell asked about current freight usage on the corridor. Opitz said that there were probably one or two trains per day, primarily serving the University. Jesse Kaysen asked if the City of Middleton has a transportation department. Opitz replied that they did not, but that Public Works and Planning staff could be contacted to address various transportation issues. He also said that consultants are utilized in Middleton to address various transportation issues.

John DeLamater wondered whether or not a maintenance facility has been looked at in the Greenway Center area. Opitz said that this was not specifically planned for but that there may be some options. Rob Kennedy said that the WSOR proposal may propose a minor facility in this area.

8. DISCUSSION OF POSSIBLE TRANSPORT 2020 TOPICAL SUBCOMMITTEES

Project Administrator David Trowbridge reminded Task Force members that, at the 12-3-03 meeting, he was asked to develop some possible Transport 2020 subcommittees. He said that ITF members believed this to be a good way to tackle the many tasks within the Task Force's charge. He said that he came up with the following topical subcommittees and asked the ITF for their thoughts on how best to proceed:

- Technology and Route Refinement Subcommittee
- Commuter Rail Pilot/Early Service Subcommittee
- Preliminary Engineering/NEPA Analysis Project Planning Subcommittee
- Transit Service Operations and Governance Subcommittee
- Project Financing Subcommittee (*possibly combine with Governance*)

Trowbridge pointed out that the subcommittees were envisioned to include ITF members and technical staff, and that a formal "technical advisory committee" was not planned to be used. Rob Kennedy pointed out that some decisions need to be made before work on some of the subcommittees begins, such as a decision about the route and the type of vehicle we want to use. Trowbridge agreed and said that the ITF needs to have a relatively clear vision about what it would like to move forward before a consultant is hired for engineering, etc.

Supv. Scott McDonell said that the Commuter Rail Pilot/Early Service Subcommittee could possibly address early rail service to the east side as well. Ald. Ken Golden felt that Finance and Governance should be linked in a subcommittee, noting that the past Transport 2020 committee felt strongly about that. He also said that the linkage among transit and park-and-ride modes is important and could possibly be a stand-alone subcommittee. Golden also felt that a potential subcommittee could evaluate land use, particularly as pertains to the utilization of development districts and their potential usefulness in financing parts of the project.

In terms of process, Golden said that these subcommittees should be formally constituted and subject to public notice and open meetings laws. He recommended that the Co-Chairs be alternates on all subcommittees to that quorum issues don't become problematic, and that the subcommittees have a minimum of 5 members designated to them. He also said that the subcommittees should have their own chairs. Trowbridge asked how technical staff would formally participate on the subcommittees. Ald. Golden agreed that there should be staffing associated with the subcommittees, but that they need not be formally designated as members. McDonell agreed with that.

Kristine Euclide asked Trowbridge to provide a one paragraph description of the subcommittees' responsibilities and work products. Trowbridge said that he would do this. Euclide also felt that Transport 2020 needed to be coordinated better with other transportation plans and projects in Dane County, noting that she felt there to be a lack of coordination among many existing projects. McDonell agreed and added that coordination with development is also a concern, citing the Shorewood Hills redevelopment of the Kohl's site and how that might have been better planned for rail service. He said that better station planning could possibly be integrated into one of the subcommittees.

The ITF allowed Bob Schaefer the opportunity to make a comment. He said that the subcommittees may not allow for the best discussion and evaluation of items, noting that this will lead to a lack of input by all ITF members and also by the general public.

Ald. Golden agreed with Schaefer's concern and said that subcommittees should be careful in how they interact with the full ITF. He said that the outcomes of the subcommittee meetings should be documented and that periodic reports of the subcommittees should be made at each full Task Force meeting. He said that this would give everyone a chance to react to the issues being addressed.

Sandy Beaupre said that the subcommittees' functions and work products should be documented, but she said that the Department of Transportation believed these subcommittees to be more staff-driven than seems to be the direction of the ITF at this time. For example, she said that WisDOT should participate in all of the subcommittees, but that it would be difficult for only ITF members to attend them all. She recommended a more staff-driven function for the subcommittees. Beaupre also said that it would be important to keep the financing and governance discussions within the same subcommittee, as they are inseparable from the Department's perspective.

Rob Kennedy said that staff proxies could be used at subcommittees if ITF members could not attend all meetings. He also said that there should be some distinction between staff and ITF members. Ald. Ken Golden said that the governing culture for the ITF needs to be resolved and that staff needs to be at the table for the subcommittees to function correctly.

Rose Phetteplace said that the use of proxies implies voting and she said that the full ITF would be the ultimate voting authority in all cases anyway. Supv. McDonnell agreed that the full ITF will be able to modify anything the subcommittees develop but that the subcommittees should play an important role in digesting issue so that each of the full ITF meetings are not 6 hours long. Sandy Beaupre also stressed the importance of the ITF keeping the focus on implementation, adding that the group should not spend too much time revisiting all the alternatives in a planning context.

9. UPDATE OF EFFORTS TO OBTAIN FEDERAL FUNDING FOR TRANSPORT 2020

David Trowbridge said that efforts have been ongoing to try to obtain a federal earmark for the federal fiscal year 2005 appropriation, to try to help fund the upcoming PE/NEPA study. He also said that he and other City of Madison and Dane County staff have been working with Congresswoman Tammy Baldwin's and Senator Herb Kohl's offices to have the Transport 2020 Start-Up System listed in the new 6-year transportation funding package (i.e., the reauthorization of the TEA-21 bill), adding that future appropriations requests will become easier if the project is listed in the bill.

Trowbridge said that he will continue to provide periodic updates to Task Force members regarding federal funding as such information becomes available.

10. OVERVIEW OF NEXT STEPS FOR IMPLEMENTATION TASK FORCE

David Trowbridge wished to report that a Transport 2020 Management Team would begin meeting in a few weeks. He said that the Team's primary function will be to plan/discuss future Task Force agendas. He said that the Management Team, which functioned as a "steering committee" in the earlier Transport 2020 study, comprised of the Co-Chairs and technical staff of Transport 2020's sponsoring agencies. He said that all staff and Task Force members are welcome to participate in these meetings, noting that these meetings are generally scheduled over the noon hour to accommodate schedules.

Trowbridge also said that he would distribute some materials soon to Task Force members and staff, basically describing the functions and clarifying the work products of the subcommittees.

11. ITEMS BY THE TASK FORCE CO-CHAIRS OR OTHER MEMBERS

Lori Kay said that she would like to see a survey of what other standing committee are doing that could help feed into the Transport 2020 process. Rob Kennedy said that he would talk to Ms. Kay more about what she is asking for.

Jesse Kaysen asked about the Transport 2020.net web site and said that it should be updated. David Trowbridge said that it is intended to get the web site active once a consultant is hired to begin actual study work, but that at a minimum, meeting minutes and schedule could be posted to the site as soon as possible. Kaysen said that the web should be an important public input tool for Transport 2020. Ald. Ken Golden said that the other sponsoring agencies should be utilized to help address some of these web

maintenance needs.

Jim Berkenstadt said that he felt citizens would appreciate reading minutes of various meetings, even if they could not participate directly in Task Force meetings. He also felt that it likely would not be a major task to get that accomplished. Kristine Euclide agreed and said that the progress of the subcommittees should also be accessible on the project web site.

There were no other items by the Co-Chairs or the other Task Force members.

12. ADJOURNMENT

The Committee adjourned its meeting at 6:35 p.m.