

DRAFT – FOR REVIEW ONLY

MINUTES
 MARITIME METRO TRANSIT DEVELOPMENT PROGRAM (TDP) REVIEW
 COMMITTEE
 March 31, 2016
 Manitowoc City Hall (First Floor Conference Room – East)
 900 Quay Street
 Manitowoc, Wisconsin

MEMBERS PRESENT: Ald. Christopher Able (City of Manitowoc)
 Jan Algozine (Silver Lake College)
 Tom Keil (Holiday House)
 Marlo Kohlmann (Maritime Metro Transit)
 Dan Koski (City of Manitowoc Department of Public
 Infrastructure)
 Matt Kouba (Maritime Metro Transit Driver)
 Jim Muenzenmeyer (Maritime Metro Transit)
 Pat Naumann (Maritime Metro Transit Rider)
 Curt Vanderstelt (City of Two Rivers)

MEMBERS EXCUSED: Linda Grider (Aging and Disability Resource Center of the
 Lakeshore)

BLRPC STAFF PRESENT: Jeffrey Agee-Aguayo

1. The meeting of the Maritime Metro TDP Review Committee was called to order at 4:16 p.m. by Committee Chairperson Jim Muenzenmeyer.

Jim Muenzenmeyer noted the one committee member who had asked to be excused from the meeting.

2. **Moved** by Ald. Christopher Able and seconded by Jan Algozine that the agenda for the March 31, 2016, meeting of the Maritime Metro TDP Review Committee be approved. Motion carried, with all voting aye on a voice vote.

3. **Moved** by Dan Koski and seconded by Ald. Christopher Able that the minutes of the March 3, 2016, meeting of the Maritime Metro TDP Review Committee be approved. Motion carried, with all voting aye on a voice vote.

4. Chairperson Jim Muenzenmeyer asked if there was any public input; none was received.

5. Jeffrey Agee-Aguayo distributed a copy of draft Chapter 8 of the TDP (Goals, Objectives, Standards and Their Use in Evaluating the Current Transit Operation) to all committee members in attendance. Jeffrey Agee-Aguayo asked committee members if there

were any final questions or comments regarding draft Chapter 8. Jim Muenzenmeyer asked if the goals, objectives and standards in draft Chapter 8 were prioritized; Jeffrey Agee-Aguayo responded that they were not prioritized, and asked if committee members had a preference for prioritizing the goals, objectives and standards. Committee members in attendance had no objection to the goals, objectives and standards as prioritized, and had no further questions or comments on draft Chapter 8.

Jeffrey Agee-Aguayo asked committee members to get any final comments they had regarding draft Chapter 8 to him by **Friday, April 8, 2016, at 4:30 p.m.**

6. Discussion then turned to alternatives being analyzed in the TDP process.

Jeffrey Agee-Aguayo distributed and reviewed a listing of alternatives under examination in the TDP. The alternatives that will be examined include the following: (1) Route restructuring; (2) Consideration of housing the Manitowoc County mobility manager at Maritime Metro Transit; and (3) consideration of bringing paratransit service “in-house” (including ADA paratransit service). The objectives of route restructuring were: (1) Spacing Maritime Metro Transit routes in such a manner that they no longer overlap; (2) Having school children dropped off on the correct side of the street; (3) Adding more “dead time” to routes so that they do not fall behind; (4) Establishing passenger shelters and bus stops away from storefronts in order to save time; (5) Adding transit service to the portion of the City of Manitowoc southwest of Interstate Highway 43 (Silver Lake College, Americollect, Menard’s, etc.), including possible recommendation of a western transfer point; and (6) Consideration of having Route 1 serve Two Rivers High School at the beginning and at the end of the school day.

As far as discussion of the listing of alternatives was concerned, Jim Muenzenmeyer commented that Maritime Metro Transit (MMT) staff met with a group of officials from Two Rivers on March 22, 2016, to develop a restructuring plan for Route 1; at this meeting, the group decided to remove the idea of providing service to Two Rivers High School via Route 1 due to its adding considerable length to the route and due to the view of Two Rivers school officials that it likely would not pick up or drop off many students at the high school. Jim Muenzenmeyer also noted that it might be difficult to achieve the alternative which involves housing the Manitowoc County mobility manager at MMT, adding that it might be easier to have a mobility manager who just serves MMT. Jim Muenzenmeyer explained the role of a mobility manager to committee members in attendance. Jim Muenzenmeyer stated that in regard to the alternative that would consider bringing paratransit service “in-house,” a request for proposals (RFP) for paratransit service for the next few years will soon be issued; Jim Muenzenmeyer also noted that bringing paratransit service “in-house” will take some time.

Jeffrey Agee-Aguayo distributed and reviewed portions of draft Chapter 9 (prepared to date) with committee members in attendance. The introduction was reviewed first. Jeffrey Agee-Aguayo reviewed the baseline alternative (continuation of status quo fixed-route transit service)

with committee members in attendance; working assumptions were reviewed first, followed by how it performed in Table 9.1.

In Table 9.1, measures used to assess the impacts of alternate configurations for MMT included: (1) platform vehicle miles; (2) platform vehicle hours; (3) ridership; (4) cost per passenger; (5) cost per platform vehicle mile; (6) cost per platform vehicle hour; (7) passengers per platform vehicle mile; (8) passengers per platform vehicle hour; and (9) farebox revenue per passenger. In Table 9.1, budget elements for each alternative examined in the TDP included: (1) expenses; (2) farebox revenues; (3) ADA revenues; (4) other non-subsidy revenues; (5) deficit; (6) federal share; (7) state share; (8) local share; and (9) balance. These measures were reviewed for the baseline alternative.

Jeffrey Agee-Aguayo reviewed Alternative A (Restructuring of Routes) with committee members in attendance. Jeffrey Agee-Aguayo started this review by distributing and reviewing Map 9.1; all committee members received a copy of this map, and a display copy of the map was also in the meeting room. Jim Muenzenmeyer discussed the proposed changes, including any changes that took place after March 10, 2016, when the route restructuring was discussed. Jim Muenzenmeyer brought along marked up maps that showed proposed routing changes from the perspective of MMT staff.

Jeffrey Agee-Aguayo reviewed the six objectives that were to be accomplished under route restructuring. Jim Muenzenmeyer noted that the sixth objective (service to Two Rivers High School) should be struck from the narrative, and the following narrative should be added: “A sixth objective, consideration of having Route 1 serve Two Rivers High School at the beginning and at the end of the school day, was considered but was eliminated by a working group in the City of Two Rivers, including representatives of the Two Rivers School District.”

Committee members reviewed changes proposed to Route 1 in Alternative A. Jim Muenzenmeyer stated that Route 1 was modified to serve an industrial area, and would serve the Two Rivers Senior Center twice. Some of Route 1 in the northwest portion of Two Rivers remains as it is now (as modified from previous drafts of changes to that route). Route 1 would run counterclockwise on the east side of Two Rivers. Route 1 would now serve Nashotah Park. Curt Vanderstelt discussed a trip generator along Route 1 (Riverside Foods) that is growing in employment. Route 1 would travel on Roosevelt Avenue heading back to connect with Route 2. Jim Muenzenmeyer commented that one “dry run” trip on the proposed revised Route 1 took 51 minutes to complete. Matt Kouba noted that Neshotah Beach would be busy in the summer; Curt Vanderstelt also discussed this, adding that parking regulations in this area will need to be strictly enforced so that MMT buses can pass through that area without being blocked. Committee members remarked that the Lester Public Library will be better served with the revisions to Route 1.

Committee members reviewed changes proposed to Route 2 in Alternative A. Jeffrey Agee-Aguayo and Jim Muenzenmeyer noted that this route was revised slightly in that on the inbound

segment of the route, buses will travel on North 7th Street from Huron Street to Chicago Street (buses currently travel on North 9th Street between Huron and Chicago Streets). Jim Muenzenmeyer commented that these changes will add a little additional travel time to Route 2.

Committee members reviewed changes proposed to Route 3 in Alternative A. Jeffrey Agee-Aguayo stated that Route 3 would be reconfigured so that it no longer travels past South 39th Street, and added that some areas previously served by Route 3 (such as the Frontage Road and Harbor Town areas) would now be served by Route 5. Jim Muenzenmeyer reviewed the proposed revisions to Route 3. There would be a new transfer point with Route 5 behind Walmart (similar in configuration to the Meadow Links transfer point between Routes 1 and 2). There would no longer be service to the door at Shopko on Route 3. Route 3 would serve Walmart at its south end (a passenger shelter would be placed there). It was noted that Festival Foods would be served by Route 3. Jim Muenzenmeyer commented that one “dry run” trip on the proposed revised Route 3 took 24 to 25 minutes to complete.

Committee members reviewed changes proposed to Route 5 in Alternative A (this was reviewed before Route 4 due to its relationship with Route 3). Jeffrey Agee-Aguayo noted that Route 5 is a completely different configuration from the current route. Route 5 would be reconfigured so that it transfers with a shortened Route 3 on South 39th Street south of the Walmart Supercenter. Route 5 would travel in a clockwise fashion. Jeffrey Agee-Aguayo and Jim Muenzenmeyer noted some of the destinations that would be served by Route 5, including businesses on Frontage Road (including serving Goodwill in its parking lot), Menard’s, the Manitowoc Industrial Park (including Northern Labs), Silver Lake College (at Clare Hall), the Manitowoc County Health and Rehabilitation Center (which may lead to several additional ADA trip requests), Americollect, apartments on West Custer Street and Expo Drive (including apartments for some Silver Lake College upper class students), clinics at the intersection of Expo Drive and South Rapids Road, the emerging Meijer supermarket west of South Rapids Road (the bus will go into the store property once it is built and opened for business), and various businesses and services in the Harbor Town shopping complex. Jeffrey Agee-Aguayo commented that this route was reconfigured to add transit service to the portion of the City of Manitowoc southwest of Interstate Highway 43. Jim Muenzenmeyer stated that one “dry run” trip on the proposed revised Route 5 took about 21 minutes to complete.

Committee members reviewed changes proposed to Route 4 in Alternative A. Jeffrey Agee-Aguayo stated that Route 4 had been reconfigured in several ways. Route 4 was largely reversed in order to have school children dropped off on the correct side of the street, which would better serve three elementary schools, two junior high or middle schools, and one high school. Three segments were added to the route, while three other segments have been deleted from the route. Jim Muenzenmeyer reviewed the proposed Route 4, noting that this was largely the original Route 4 from MMT’s early days. Route 4 (as proposed) would only cross Dewey Street and the railroad tracks twice. One disadvantage with the route revision is that Felician Village would no longer be served on the correct side of the street. The Manitowoc Public Library and UW Manitowoc would continue to be served by Route 4.

Committee members reviewed changes proposed to Route 6A in Alternative A. Jeffrey Agee-Aguayo stated that Route 6A had been reconfigured in several ways. Route 6A was redesigned to drop to the southwest to serve certain areas covered by the current Route 5, specifically Custer Street between MacArthur Drive and South Rapids Road, which will serve a dense residential neighborhood, an industrial area, and Fleet Farm. Route 6A was also reconfigured so that it no longer overlaps with Route 2, as the return portion of the route now travels on 18th and 21st Streets (not North 5th Street, which led to the overlap). The outbound portion of the revised route travels on South Water Street, Clark Street and Western Avenue, while the inbound portion of the revised route travels on Franklin Street. Route 6A would continue to travel on portions of Waldo Boulevard and North 23rd Street even with the route reconfiguration. Jim Muenzenmeyer commented that River’s Bend would now be served by Route 6A, although passengers would have to cross Rapids Road to reach the facility after getting off the bus, which may necessitate the installation of a crosswalk in this area. As reconfigured, Route 6A avoids a lift bridge. Route 6A (as reconfigured) would involve about the same driving time as presently exists for that route.

Committee members reviewed changes proposed to Route 6B in Alternative A. Jeffrey Agee-Aguayo noted that Route 6B had been reconfigured in the same ways that Route 6A had been reconfigured. Segments that are unique to Route 6B have generally not been changed, including North Rapids Road from Waldo Boulevard to Wildwood Drive, Wildwood Drive from North Rapids Road to Kellner Street, Kellner Street from Wildwood Avenue to Menasha Avenue, and Menasha Avenue from Kellner Street to North 23rd Street. Jim Muenzenmeyer added that the special route deviation that serves Lutheran High School twice each weekday when school is in session would be eliminated under a reconfigured Route 6B.

Jeffrey Agee-Aguayo reviewed the various measures and budget implications for Alternative A (in Table 9.1) with committee members in attendance; the following assumptions were noted:

- Ridership is estimated to increase by about 5.0 percent over the baseline alternative;
- Route miles increase by about 3.8 percent when compared to the baseline alternative;
- Service hours increase by about 0.4 percent when compared to the baseline alternative;
- The current range of service hours is assumed;
- Farebox revenues increase in proportion to the increase in ridership;
- ADA ridership, revenues and expenses would involve some increase due to the increased service area caused by the restructuring of Route 5;
- There would be no change in fares;
- There would be no change in “other” revenues from the baseline alternative;
- Federal and state operational funding would involve the same percentages as in the baseline alternative; and
- Local operational funding covers the balance of expenses, and does not change from the baseline alternative.

Jim Muenzenmeyer discussed the upcoming move of the Aging and Disability Resource Center (ADRC) and of the Manitowoc County veterans' office. Committee members in attendance discussed how to handle mobility devices with an additional back-up vehicle; Jim Muenzenmeyer commented that MMT will need to work with Manitowoc County and its mobility manager on this matter.

7. Committee members discussed next steps in the TDP process.

Jeffrey Agee-Aguayo stated that the alternatives analysis will continue into April. Alternative A will be refined (based on discussion at this meeting) and will be once again reviewed at the next meeting. In addition, the following alternatives will be developed and evaluated in April and will be reviewed at the next meeting:

- Alternative B: Consideration of housing the Manitowoc County Mobility Manager at Maritime Metro Transit; and
- Alternative C: Consideration of bringing paratransit service “in-house.”

The alternatives analysis will include selection of alternatives (or their components) to include in the recommended plan chapter of the TDP.

The alternatives analysis process will be followed by preparation of the recommended plan chapter of the TDP. The executive summary and introduction will be the final chapters prepared in the TDP process.

8. The next meeting of the Maritime Metro TDP Review Committee was set for Thursday, April 21, 2016, at 4:15 p.m. The meeting will be held at the Manitowoc City Hall (First Floor Conference Room – East), 900 Quay Street, Manitowoc. The main agenda item to be addressed at this meeting will involve continued discussion of alternatives analysis in the TDP.

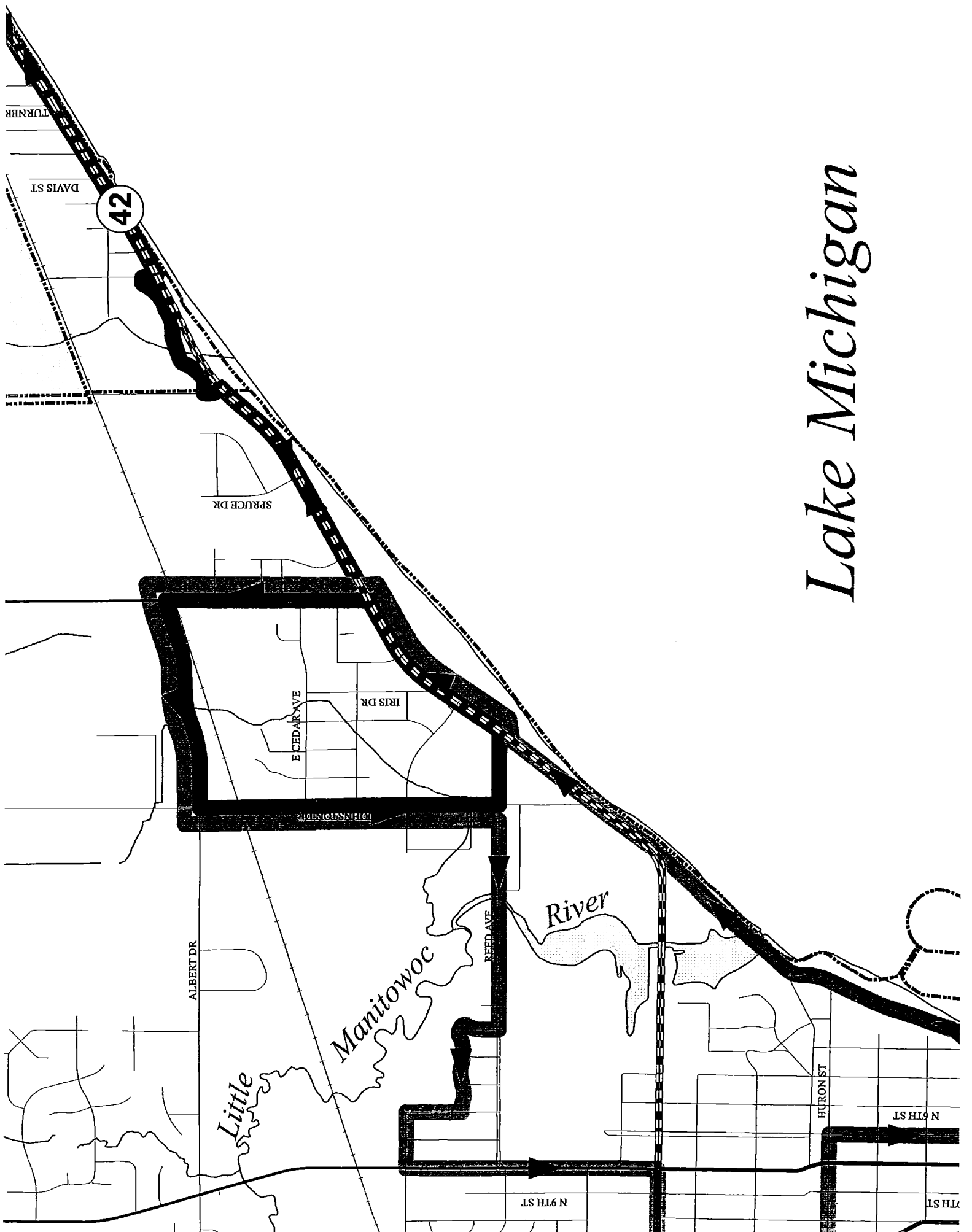
Tom Keil asked to be excused from the April 21 meeting due to a scheduling conflict.

9. **Moved** by Ald. Christopher Able and seconded by Marlo Kohlmann that the meeting of the Maritime Metro TDP Review Committee be adjourned. Motion carried, with all voting aye on a voice vote. The meeting adjourned at 5:34 p.m.

Recording secretary,

Jeffrey C. Agee-Aguayo

Lake Michigan



42

Manitowoc

River

Little

ALBERT DR

E CEDAR AVE

IRIS DR

REED AVE

N 9TH ST

HURON ST

N 6TH ST

N 7TH ST

DAVIS ST

TURNBR

SPRUCE DR