

# CITY OF WISCONSIN DELLS MEETING AGENDA

**MEETING DESCRIPTION:** PARKING BOARD

**DATE:** MONDAY, SEPTEMBER 14, 2020 **TIME:** 7:00PM **LOCATION:** Municipal Building Council Chambers, 300 La Crosse Street, Wisconsin Dells, WI 53965

COMMITTEE MEMBERS			
Ald. Ben Anderson - Chair	Ald. Mike Freel	Police Chief Jody Ward	Nick Morse
Mayor Ed Wojnicz	Ald. Dan Anchor	DPW Director David Holzem	Keith Koehler

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|---|--|
| 1 | Call to Order, Attendance Noted  |
| 2 | Approval of the June 15, 2020 Meeting Minutes  |
| 3 | Discussion/Decision on Request for "Compact Vehicle Only" Parking Signage on Oak Street North of Broadway (Ald. Freel) |
| 4 | Review of 2020 Parking Revenue & Expenses to-date  |
| 5 | Discussion/Decision on 2021 Operating & Capital Budgets  |
| 6 | Items for Referral to Future Meetings  |
| 7 | Adjourn  |

Ald. Ben Anderson, Chairperson

Posted: 09/10/2020

**Open Meetings Notice:** If this meeting is attended by one or more members of the Common Council who are not members of this committee, their attendance may create a quorum of another city commission, board or committee under the Wisconsin Open Meetings Law; However, no formal action will be taken by any governmental body at the above stated meeting other than the body, committee, commission, or board identified in this meeting notice. Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.

**CITY OF WISCONSIN DELLS  
PARKING BOARD MEETING MINUTES  
MONDAY, JUNE 15, 2020**

**ITEM 2**

Chairperson Anderson called the meeting to order at 5:30P.M. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

Present: Ald. Ben Anderson, Mayor Ed Wojnicz, Ald. Mike Freel, Ald. Dan Anchor, Public Works/Utilities Director David Holzem, Police Chief Jody Ward, Keith Koehler, and Nick Morse.

Others: Ald. Terry Marshall, Ald. Brian Holzem, Ald. Jesse DeFosse, City Clerk/Coordinator Nancy Holzem, City Treasurer Karen Terry, City Planner/Zoning Administrator Chris Tollaksen, City Attorney Joseph Hasler, Parking Utility Supervisor Tim Gavinski, and Gary Booth.

2. Motion by Koehler seconded Ald. Freel to approve the February 12, 2020 meeting minutes. Motion carried unanimously.

3. Steffes True Value Parking Request

The Board reviewed the request submitted by Gary Booth of Steffes True Value, 727 Superior Street. Gary has requested that three meters in front of the store be designated as 15-minute parking for their customers so they don't have to park so far away. Chief Ward stated that he was against giving up 3 stalls, however if they wanted they could rent one designated stall for \$500. Ald. Holzem stated that there is ample parking around them and behind their store. The committee reviewed this same request back in March of 2018 and it was not approved. Committee members felt that this would be opening a can of worms as most businesses off Broadway would like to have designated customer parking as well. Motion by Ald. Freel seconded by Koehler to deny the request but to look into providing them with a 15-minutes stall in front of their business during the off-season. Motion carried unanimously.

4. DUKW Parking Agreement

Motion by Koehler seconded by Ald. Anchor to enter into a parking agreement with DUKW, LLC for use of 6 stalls in their parking lot for Joe Leute's Soul of the River gallery, in exchange for 6 stalls in Lot 6 for their use. Ald. Anchor stated that the proposed project would be a nice improvement to that area. Attorney Hasler stated that an agreement will be drawn up to address the specifics as to the length of the agreement, maintenance and repairs. Motion carried unanimously.

5. 2020 Parking Updates & Other Business

- a. Parking Supervisor Tim Gavinski stated that the new and improved Lot 7 by the Municipal Building is up and going now and there have been no issues so far.
- b. Two CSO (parking enforcement) employees have been hired. Gavinski stated that he is holding off on hiring any more at this time.
- c. 100 local parking stickers for Lots 3 & 7 were sold the first 2 weeks of June.
- d. Chief Ward presented an option to cover the Old River Mini Golf sign in Lot 8 with the River Arts District logo and to improve the parking lot sign below it. Proposed cost was \$2860. Motion by Mayor Wojnicz seconded by Ald. Freel to have Chief Ward proceed with the

parking sign updates after getting additional quotes to see if he can get a better price. Motion carried unanimously.

6. Items for Referral

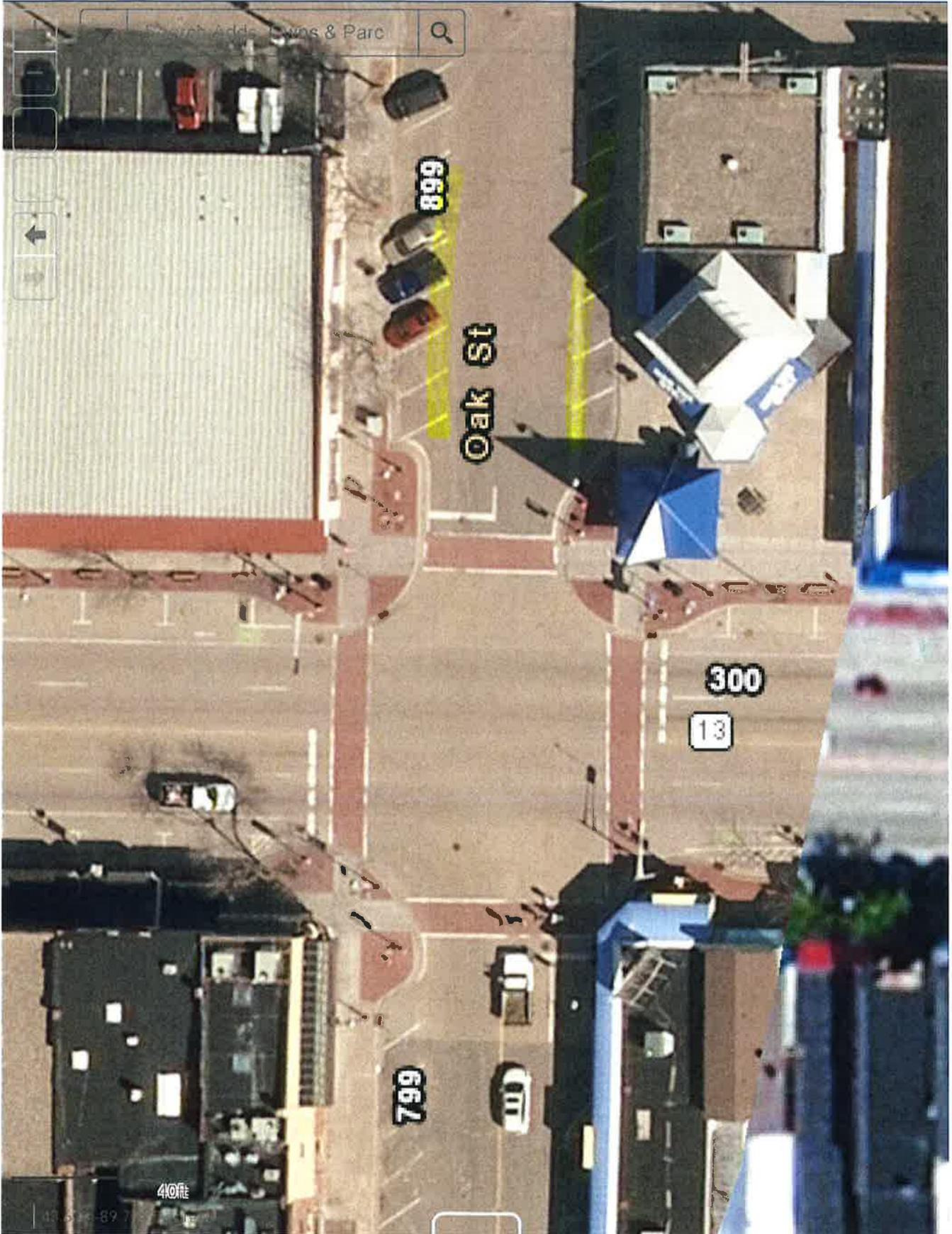
Chairperson Anderson asked that the Board look at the current parking system along with the fees associated with it at the next meeting. No date was set for the next meeting.

7. Motion by Ald. Freel seconded by Ald. Gavinski to adjourn. Motion carried unanimously and the meeting adjourned at 5:50P.M.



Nancy Holzem

City Clerk/Coordinator



50 - PARKING UTILITY

	2018 ACTUAL	2019 ACTUAL	(-----) BUDGET	--- 2020 --- Y-T-D 9/7/2020	(-----) PROJ. FYE	(-----) DEPARTMENT REQUESTED	2021 FINANCE RECOMMENDED	(-----) PROPOSED BUDGET	REQ % of Change
<b>REVENUES</b>									
4513-050 OT FINES & PARKING CITATIONS	\$ 126,146.00	\$ 141,320.00	\$ 110,000.00	\$ 58,512.00	\$ -	\$ 90,000	\$ -	\$ -	-18.18%
4621-050 MISC SERVICE FEES	\$ 3,135.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
4633-050 PARKING METERS	\$ 197,857.00	\$ 177,193.00	\$ 185,000.00	\$ 91,854.00	\$ -	\$ 180,000	\$ -	\$ -	-2.70%
4634-050 PAYSTATION & LOT/STALL RENTALS	\$ 342,311.00	\$ 393,505.00	\$ 370,000.00	\$ 202,280.00	\$ -	\$ 370,000	\$ -	\$ -	0.00%
4800-050 MISCELLANEOUS REVENUE	\$ 13,464.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL PARKING UTILITY</b>	<b>\$ 682,913.00</b>	<b>\$ 712,018.00</b>	<b>\$ 665,000.00</b>	<b>\$ 352,646.00</b>	<b>\$ -</b>	<b>\$ 640,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-3.76%</b>
<b>PARKING EXPENSES</b>									
5345-050-1000 SALARIES	\$ 85,139.00	\$ 89,630.00	\$ 86,291.00	\$ 57,147.00	\$ -	\$ 86,654	\$ -	\$ -	0.42%
5345-050-1500 HEALTH INSURANCE	\$ 6,583.00	\$ 3,717.00	\$ 9,062.00	\$ 4,720.00	\$ -	\$ 12,272	\$ -	\$ -	35.42%
5345-050-1600 RETIREMENT EXPENSE	\$ 2,085.00	\$ 2,184.00	\$ 2,610.00	\$ 1,638.00	\$ -	\$ 2,831	\$ -	\$ -	8.45%
5345-050-1700 FICA	\$ 6,447.00	\$ 6,823.00	\$ 6,601.00	\$ 4,328.00	\$ -	\$ 6,629	\$ -	\$ -	0.43%
5345-050-2000 EXPENSES	\$ 25,008.00	\$ 34,071.00	\$ 25,000.00	\$ 24,516.00	\$ -	\$ 25,000	\$ -	\$ -	0.00%
5345-050-2010 PROCESSING FEES	\$ 68,530.00	\$ 79,733.00	\$ 75,000.00	\$ 21,684.00	\$ -	\$ 70,000	\$ -	\$ -	-6.67%
5345-050-2200 ELECTRICITY	\$ 5,715.00	\$ 5,586.00	\$ 6,500.00	\$ 3,716.00	\$ -	\$ 6,500	\$ -	\$ -	0.00%
5345-050-4000 PARTS & REPAIR	\$ 2,887.00	\$ 3,617.00	\$ 4,500.00	\$ 1,460.00	\$ -	\$ 4,500	\$ -	\$ -	0.00%
5345-050-4030 DEPRECIATION	\$ 29,301.00	\$ 49,665.00	\$ 29,000.00	\$ -	\$ -	\$ 40,000	\$ -	\$ -	37.93%
5345-050-5100 WORKMANS COMP INSURANCE	\$ 719.00	\$ 1,129.00	\$ 1,500.00	\$ 1,222.00	\$ -	\$ 1,500	\$ -	\$ -	0.00%
5345-050-5900 PAYMENT IN LIEU OF TAX	\$ 24,546.00	\$ 45,646.00	\$ 25,000.00	\$ -	\$ -	\$ 45,700	\$ -	\$ -	82.80%
5345-050-5921 TRANSFER TO GENERAL FUND	\$ 224,441.00	\$ 260,192.00	\$ 262,895.00	\$ 262,895.00	\$ -	\$ 263,664	\$ -	\$ -	0.29%
<b>TOTAL PARKING EXPENSES</b>	<b>\$ 481,401.00</b>	<b>\$ 581,993.00</b>	<b>\$ 533,959.00</b>	<b>\$ 383,326.00</b>	<b>\$ -</b>	<b>\$ 565,250.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>5.86%</b>
<b>PARKING OUTLAY</b>									
5730-050-8200 EQUIPMENT OUTLAY	\$ -	\$ 56,483.00	\$ 76,041.00	\$ 72,075.00	\$ -	\$ 44,750	\$ -	\$ -	-41.15%
5730-050-8999 CAPITAL RESERVE OUTLAY	\$ -	\$ 70,000.00	\$ 55,000.00	\$ -	\$ -	\$ 30,000	\$ -	\$ -	-45.45%
<b>TOTAL PARKING OUTLAY</b>	<b>\$ -</b>	<b>\$ 126,483.00</b>	<b>\$ 131,041.00</b>	<b>\$ 72,075.00</b>	<b>\$ -</b>	<b>\$ 74,750.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-42.96%</b>
<b>TOTAL PARKING UTILITY</b>	<b>\$ 481,401.00</b>	<b>\$ 708,476.00</b>	<b>\$ 665,000.00</b>	<b>\$ 455,401.00</b>	<b>\$ -</b>	<b>\$ 640,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-3.76%</b>
<b>REVENUE OVER/(UNDER) EXPENDITURES</b>	<b>\$ 201,512.00</b>	<b>\$ 3,542.00</b>	<b>\$ -</b>	<b>\$ (102,755.00)</b>	<b>\$ -</b>	<b>\$ 0.00</b>	<b>\$ -</b>	<b>\$ -</b>	

Parking Utility - Capital Equipment Request

Equipment Outlay Details:	
Kiosks (2 New/3 Replace)	\$ 38,550.00
3g Modems	\$ 6,200.00
<b>Total</b>	<b>\$ 44,750.00</b>