

**CITY OF WISCONSIN DELLS
PARKING BOARD MEETING MINUTES
MONDAY, FEBRUARY 12, 2020**

Chairperson Anderson called the meeting to order at 5:00P.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, Keith Koehler, and Nick Morse.

Excused: Police Chef Jody Ward

Others: Ald. Terry Marshall, City Clerk/Coordinator Nancy Holzem, City Treasurer Karen Terry, City Attorney Joseph Hasler, Parking Utility Supervisor Tim Gavinski, Joe Malina and Billy Farmer.

2. Motion by Mayor Wojnicz seconded Ald. Anchor to approve the September 9, 2019 meeting minutes. Motion carried unanimously.
3. Recap of 2019 Revenue & Expenses
City Treasurer Karen Terry presented a summary of the 2019 parking revenue and expenses. Revenue came in \$117,018 higher than what was budgeted. With the off-set of operating costs including \$260,192 going to the general fund to reduce the tax levy, \$47,872 in excess revenue was allocated to the Parking Utility Reserve account, which brings that total to \$413,793. These numbers are estimated as the year-end audit has not been finalized.
4. Kiosk Pay Stations
Parking Utility Supervisor Tim Gavinski presented information on a new pay station kiosk. He stated that he and Chief Ward went to Illinois to look at this type of kiosk. The machine costs less than our current machines and the monthly operating fee is less. Cell service is included, versus the \$15/month we are currently paying. Both Gavinski and Ward recommended that the machines be ordered with the credit card and coin options only, and not dollar bills. Gavinski stated that most of the issues with the machines are with the bill feed, in addition, it's time consuming to count the bills and get them ready for deposit. After discussion on the pros and cons of accepting dollar bills in the machines, it was moved by Ald. Freel seconded by Mayor Wojnicz to order 5 machines with the card/coin options and 2 machines with the card/bill/coin options. Gavinski will determine the best locations for the different types of machines. Motion carried unanimously.
5. Meter vs. Kiosk Parking – La Crosse Street
Motion by Koehler seconded by Morse to approve kiosk parking, instead of metered parking for the newly constructed La Crosse Street area however, the Parking Utility Supervisor and Public Works Director can adjust and place meters in certain areas if there are any concerns that come up. Motion carried unanimously.

6. Meter vs. Kiosk Parking – Superior Street
Motion by Koehler seconded by Morse to approve kiosk parking, instead of metered parking, for the newly constructed Superior Street, however, the Parking Utility Supervisor and Public Works Director can adjust and place meters in certain areas if there are concerns that come up. Motion carried unanimously.

7. Sand Bar’s Parking Complaints
The owners of Sand Bar complained that they lost their employee parking area at the back of their building due to the construction of the roundabout and the placement of a handicap parking stall. This was part of the Superior and La Crosse Street reconstruction project. They would like the city to provide them with employee parking as they have concerns regarding female employees leaving work at 2am. It was explained to them that the area where they had been parking at the back of their building was not their property but rather the city’s right-of-way. Malina stated the Mike Horkan had previously told him that it was part of the Sand Bar property. A plat map provided at the meeting shows Sand Bar’s property lines around the building and the outside deck area. It shows no parking area adjacent to their building. MSA also provided a written explanation as to why a handicapped stall was placed where it was. Koehler suggested that they contact Jeff Maurer regarding after-hours parking in his parking lot. Morse also reminded them that they are close to a parking lot that has a local \$10 parking pass. No motions were made so no action was taken.

8. Parking Lot 7
Line marking and installation of the kiosks in Lot 7 will take place as weather allows.

9. Local Parking Permit
Gavinski stated that the local parking permit stickers were ready. Ald. Anderson stated that Chief Ward is working on a brochure to go with the stickers. Dells Events will be contacted to provide information on the permit. Information is already on the city’s website.

10. CSO (Parking Enforcement)
Gavinski stated that he is currently working on the hiring process. They will have the new Lot 7 to monitor starting this year.

11. No date was set for the next meeting.

12. Motion by Koehler seconded by Ald. Freel to adjourn. Motion carried unanimously and the meeting adjourned at 5:55P.M.

Nancy Holzem
City Clerk/Coordinator