

**PARKING BOARD MEETING
CITY OF WISCONSIN DELLS
WEDNESDAY, JUNE 15, 2016**

1. Mayor Landers called the meeting to order at 6:15P.M. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

Present: Mayor Brian Landers, Ald. Ed Fox, Ald. Ed Wojnicz, Ald. Mike Freel, Police Chief Jody Ward, Public Works/Utilities Director David Holzem, and Keith Koehler.

Excused: Kelli Trumble

Others: Ald. Jesse DeFosse, City Clerk/Coordinator Nancy Holzem, City Planner/Zoning Administrator Chris Tollaksen , City Attorney Joseph Hasler, and Ed Legge from the *Dells Events*.

2. Motion by Ald. Wojnicz seconded by Ald. Fox to approve the May 26, 2016 meeting minutes. Motion carried unanimously.
3. The committee reviewed a parking stall rental request from Vicki Marquardt, who operates a professional office at 629 Broadway. Her request to rent two parking stalls on Capital Street was approved last month for \$350 per stall, plus the cost of line marking and signage. Ald. Freel had questioned the amount since this is not a metered area and the rate she is being charged is comparable to such. Public Works Director David Holzem stated that if the fee is too low, other people will want to rent stalls in front of their home or business. It was moved by Ald. Freel seconded by Ald. Wojnicz to leave the fee at \$350 but the city will cover the cost of line painting and signage. Motion carried unanimously.
4. Ald. Freel asked that a 1-hour parking limit be looked at for the north side of the 800 Block of Broadway (across from Broadway Mobil). He stated that some cars park there for long periods of time. Police Chief Ward stated that he didn't think changing the current 3-hour limit to 1-hour would make much of a difference however he will monitor it for awhile. It was moved by Keith Koehler seconded by Ald. Wojnicz to table this item for now. Motion carried unanimously.
5. The committee discussed the parking taking place in the city's vacant lot where the Kilbourn Inn used to be. Ald. Freel stated that Great Harvest employees are parking there. Chief Ward stated that there have been no issues and suggested just leaving it alone unless a problem arises. It was moved by Keith Koehler seconded by Ald. Freel to table this item for now. Motion carried unanimously.
6. The committee reviewed a proposal presented by Chief Ward, to purchase 10 additional parking pay stations for the downtown area. The cost for each unit would be \$11,829.30. Ald. DeFosse, who is not a committee member, stated that he supports the additional pay stations and passport parking options as they are convenient and quick. He further stated that another pay station unit is needed in the middle of the block by Showboat due to

frequent long lines at the current location. Costs for signage plates and stall markings would be extra. David Holzem questioned if there would be solar issues for some of the kiosk locations. Ward stated that it could be an issue for some of them. Mayor Landers questioned the cost savings for staff by going to mainly all kiosks. Ward stated the time saved on meters will transition to time spent maintaining the kiosks. Committee members agreed that having consistency with the parking system would be a good thing. It was moved by Ald. Fox seconded by Chief Ward, to approve and refer to the Common Council \$120,000 for the purchase of 11 kiosks along with \$25,000 for related stall plates and paint markings, contingent upon the Finance Committee coming up with a funding plan for the costs. Motion carried 6-1 with Ald. Freel voting no.

7. The committee reviewed a proposal presented by Chief Ward for a 200 stall parking lot behind the city's municipal building. The lot would allow for \$10 parking permits for locals as well as overnight parking. It would also work better for when festivals are held. No cost estimate for construction was provided. Keith Koehler stated that right now he would like to see that area blocked off to force people to use the meters and lots. Ward stated that there usually over 100 cars parked in the make-shift lot and people often get blocked in since there is no defined parking pattern. Motion by Keith Koehler seconded by David Holzem to table this item until cost estimates for the proposed lot can be obtained. Motion carried unanimously.
8. Chief Ward presented information on Passport Parking's automated ticket writing and management system. Ward stated that there would be no cost to the city since they provide everything to the city for free. Passport adds on an additional \$3 for tickets that are paid on-line. They also keep 50% of the past due ticket amounts that they collect which Ward stated would only be around \$5,000 however he did not have exact numbers from the court office. The other option presented was a program that interfaces with the city's current software program that is used for the municipal court. Cost is \$20,000 with the city keeping a larger percentage of past due tickets. Ald. Freel stated that free is better and made a motion to approve using the Passport program for electronic parking ticket writing and management. Keith Koehler seconded the motion. Motion carried unanimously. Chief Ward stated that there were no contracts with this program so they will use it and see how it goes.
9. Next meeting was set for Monday, July 11th with a tentative start time of 6:00pm.
10. Motion by Ald. Freel seconded by Ald. Fox to adjourn. Motion carried unanimously and the meeting adjourned at 7:20pm.

Nancy Holzem
City Clerk/Coordinator