



# City of Racine

City Hall  
730 Washington Ave.  
Racine, WI 53403  
www.cityofracine.org

## Meeting Minutes - Final Transit and Parking Commission

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Wednesday, November 18, 2015

4:30 PM

City Hall, Room 303

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### Call To Order

*The meeting was called to order at 4:30 P.M.*

**PRESENT:** 4 - Mark Kowbel, Raymond DeHahn, John Heckenlively and Dustan Balkcom

**EXCUSED:** 1 - Deborah Ganaway

Also Present: Michael Maierle, Willie McDonald, Mark Yehlen, Tom Eeg, Brian Graziano, Todd Kile, Sam Christensen, John Magee, Tom Karkow

### Approval of Minutes for the October 21, 2015 Meeting

#### 1. BUS General Manager's Operations Report

*Ridership for October 2015 is down 14.38% likely due to decreased ridership of Racine Unified School District student ridership. Revenue is down 9.77%. Paratransit is up because the Community Care purchased \$3,995 in tickets in October 2015.*

*Overtime is up 39.83% because overtime is more cost effective than paying pension costs for part-time drivers.*

#### 2. Transit and Parking System Manager's Report

*Parking. Customers paying by kiosk long before exiting in their vehicle are now experiencing trouble when they exit. Commissioners expressed support for addressing the "Pay before you exit" protocol by looking into extending the grace period between when one pays and the time one exists.*

*Motion to address the problem in the stated manner made by Balkcom, seconded by Kowbel. Passed unanimously.*

*Parking policy. During the Party on the Pavement parking in the downtown parking facilities (managed by ABM) received \$1,943 compared to a typical Saturday receipts of about \$100. The event generates substantial revenue despite free street parking.*

*Commission meeting schedule. The 2016 schedule was distributed. Members advised that a December 2015 meeting should be held if needed at the call of the chair.*

*Motion to receive and file made by Kowbel, seconded by Heckenlively. Passed unanimously.*

3. [15-01000](#)      **Subject:** (Direct Referral) Communication from the Transit and Parking System Manager requesting to discuss the Racine County Juror Parking rates for 2016.
- Recommendation of the Transit and Parking Commission on 11-18-15:** That the Mayor and City Clerk be authorized and directed to enter into an agreement with Racine County to provide Juror parking at the rate of \$750 per month in 2016.
- Fiscal Note:** \$9,000 in revenue will go into the Parking Utility fund.
- Parking manager recommended an increase in rate from \$720 to \$750 per month based on the usage during the last two calendar years. County Court Clerk Sam Christensen said this would be acceptable and asked that the rate be discussed in June for budgetary purposes.*
- Motion to raise the monthly rate to \$750 per month subject to revision in June 2016 made by Balkcom, seconded by Kowbel. Passed unanimously.*
- Recommended For Approval**

4.      **Disadvantaged Business Enterprise Goal for 2016, 2017, 2018**

*Transit manager presented a Disadvantaged Business Enterprise goal document prepared in accordance with Federal requirements. It is posted on the Transit website. The City of Racine public transit system does not practice discrimination in contracting with respect to race or sex and actively seeks the participation of Disadvantaged Business Enterprises and small businesses in the selection process when seeking contracts for services and purchases.*

*Motion to receive and file by Balkcom, seconded by Heckenlively. Approved unanimously.*

5. [15-01001](#)      **Subject:** (Direct Referral) Authorize and direct the Transit and Parking Commission to negotiate an extension of the term of services under an existing contract with First Transit to manage the Belle Urban System (BUS).
- Recommendation of the Transit and Parking Commission on 11-18-15:** That the Mayor and City Clerk be authorized and directed to enter into the contract extension with First Transit.
- Fiscal Note:** Funding is available in the 2016 BUS budget.
- Motion to authorize and direct the Mayor and City Clerk to enter into the contract extension with First Transit made by Heckenlively, seconded by Kowbel. Approved unanimously.*
- Recommended For Approval**

**Adjournment**

*The meeting adjourned at 5:10 P.M.*

**If you are disabled and have accessibility needs or need information interpreted for you, please contact the Department of Public Works, (262) 636-9122, at least 48 hours prior to this meeting.**