



City of Racine

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

Meeting Minutes - Final Transit and Parking Commission

*Deborah Ganaway
Alderman Raymond DeHahn
John Heckenlively
Mark Kowbel
Dustan Balkcom*

Wednesday, September 18, 2013

4:30 PM

City Hall, Room 301

Call To Order

The meeting was called to order at 4:31 P.M.

PRESENT: 4 - Raymond DeHahn, John Heckenlively, Deborah Ganaway and Dustan Balkcom

EXCUSED: 1 - Mark Kowbel

Also Present: Al Stanek, Mark Yehlen, Willie McDonald, John Magee, Susan Fishbain, Michelle Sylvester, Tom Karkow

Approval of Minutes for the July 17, 2013 Meeting

The minutes of the July 17, 2013 meeting were approved as printed. Passed unanimously.

Parking System Business

1. [13-9240](#) **Subject:** (Direct Referral) Communication from Audrey Becker, requesting to rent Lakefront Lot No. 5 on Wednesday, August 28, 2013 for a special event.

Recommendation of the Transit and Parking Commission on 09-18-13: Audrey Becker be granted permission to lease Lakefront Lot No. 5 for a special event on August 28, 2013.

Fiscal Note: The agreement will generate \$280.00 for the Parking System.

Motion made by Heckenlively, seconded by DeHahn to approve. Passed unanimously.

Recommended For Approval

2. [13-9251](#) **Subject:** (Direct Referral) Communication from Susan Fishbain, requesting the rental of Lakefront Lot No. 5 for the 10th anniversary of the Racine Art Museum on September 21, 2013 from the hours of 5:30 P.M. until 11:30 P.M.

Recommendation of the Transit and Parking Commission on

09-18-13: RAM be granted permission to lease Lakefront Lot No. 5 for their anniversary on September 21, 2013.

Fiscal Note: The agreement will generate \$150.00 for the Parking System.

Motion made by Balkcom, seconded by Heckenlively to approve. Passed unanimously.

Recommended For Approval

3. [13-9281](#)

Subject: (Direct Referral) Communication from Venuworks requesting a special rate of \$100 per month from October 2013 through March 2014.

Recommendation of the Transit and Parking Commission on

09-18-13: Approve the reduced rate of \$100 per month from October 2013 through March 2014 for the rental of Lakefront Lot No. 4/Festival Hall Lot.

Fiscal Note: No change to projected Parking Utility revenue.

Motion made by DeHahn, seconded by Heckenlively to approve. Passed unanimously.

Recommended For Approval

4. [13-9361](#)

Subject: Communication from the Transit and Parking System Manager recommending the outermost parking meters in the West Racine lots be totally converted to 10 hour meters to encourage employees and area residents to open up prime spaces for customers.

Recommendation of the Transit and Parking Commission on

09-18-13: Approve

Fiscal Note: No significant change to Parking Utility revenue estimates.

Motion made by DeHahn, seconded by Balkcom to convert 18 West Racine parking lot meters from 4-hour meters to 10-hour meters to encourage workers and West Racine residents to free up spaces closer to retail businesses. Passed unanimously.

Recommended For Approval

Transit System Business

5. [13-9372](#)

Subject: Communication from the BUS General Manager submitting the first 6 months Ridership & Revenue report and monthly

performance reports.

**Recommendation of the Transit and Parking Commission on
09-18-13: Receive and file**

Fiscal Note: To be determined after a full year of experience.

Fixed Route BUS revenue was up 7.72% when compared to the same period 2012 but ridership was down 6.77%. DART revenue was down significantly due to large volume "Agency" fares now being operated internally by social service agencies or provided by private sector firms.

Motion made by Balkcom, seconded by DeHahn to receive and file. Passed unanimously.

Recommended to be Received and Filed

6. [13-9154](#)

Subject: Discussion of the need to revise and update all Transit policies including token buy-back guidelines.

**Recommendation of Transit and Parking Commission on
07-17-13: Defer**

**Recommendation of the Transit and Parking Commission on
09-18-13: Approve**

Fiscal Note: Not major but to be determined.

Motion made by Heckenlively, seconded by Balkcom to adopt a token buy-back policy that assesses a 15% processing fee for repurchase of large quantities (above 20) of tokens and establishes guidelines for buy back including a deadline for buy back of December 31, 2013. Passed unanimously.

Recommended For Approval

7. [13-9373](#)

Subject: Communication from the Transit and Parking System Manager submitting the review of BUS schedule alterations and minor route revisions that took place September 3, 2013.

**Recommendation of the Transit and Parking Commission on
09-18-13: Receive and file.**

Fiscal Note: N/A

No major issues have surfaced to date involving September schedule and route revisions.

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

Recommended to be Received and Filed

8. [13-9371](#) **Subject:** Communication from the Transit and Parking System Manager requesting for Common Council authorization of the Mayor and City Clerk to file an application for public transportation assistance with the Wisconsin Department of Transportation and to accept State and Federal transit operating assistance.

Recommendation of the Transit and Parking Commission on 09-18-13: Approve

Fiscal Note: Estimate combined State and Federal funding for 2014 of \$4.5 million.

Motion made by DeHahn, seconded by Heckenlively to recommend Common Council adoption of a resolution authorizing the Mayor and City Clerk to file a 2014 application for public transportation assistance with the Wisconsin Department of Transportation and to authorize acceptance of State and Federal transit operating conditions. Passed unanimously.

Recommended For Approval

Adjournment

The meeting was adjourned at 5:33 P.M.

If you are disabled and have accessibility needs or need information interpreted for you, please contact the Engineering Department, 636-9166, at least 48 hours prior to this meeting.