



City of Racine

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

Meeting Minutes - Final

Transit and Parking Commission

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

Wednesday, December 7, 2016

4:30 PM

City Hall, Room 303

Call To Order

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

PRESENT: 5 - Raymond DeHahn, John Heckenlively, Deborah Ganaway, Dustan Balkcom and Mark Kowbel

Also Present: Michael Maierle, Willie McDonald, Mark Yehlen, John Magee, George Faylos

Approval of Minutes for the October 19, 2016 Meeting

The minutes of the October 19, 2016 meeting were approved as printed. Passed unanimously.

[0958-16](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting to discuss the Racine County Juror Parking rates for 2017.

Recommendation of the Transit and Parking Commission on 12-07-16: 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 \$850.00 per month in 2017.

Fiscal Note: \$10,200 in revenue will go into the Parking Utility fund.

Samuel Christensen and Brian Graziano represented the County Courthouse juror services. They presented data that showed an average of \$940.45 in meter parking used by jurors per month in 2016. The Transit and Parking System Manager suggested an average of last year's monthly fee of \$750 in 2015 and this year's amount which rounds to \$850 per month. The courthouse had budgeted \$800.

Motion made by DeHahn, seconded by Kowbel to charge \$850 per month for juror parking. Passed unanimously

Recommended For Approval

[1035-16](#)

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 12-07-16: That the Mayor and City Clerk be authorized and directed to extend the contract with First Transit until January 31, 2018, to manage the Belle Urban System (BUS).

Fiscal Note: N/A

This is the last time the Belle Urban System management contract can be extended. We'll need to make sure we have a process in place to hire the next firm and have them in place by January 31, 2018. That means conservatively getting underway in May, releasing an RFP in July, selecting in October and transitioning until February 1.

Motion made by Balkcom, seconded by Heckenlively to extend contract as stated in contract to January 31, 2018. Passed unanimously.

Recommended For Approval

[1037-16](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting a change to Sec. 94, Articles IV and V, to permit customers parking at parking meters to pay with a parking payment phone app, and to allow customers paying with the phone app to pay and park for additional time not to exceed a total period equal to twice the time period prescribed for that parking space.

Recommendation of the Transit and Parking Commission on 12-07-16: Approve the paying for parking at meters with a phone or mobile device app and to extend parking by paying for up to one extra time period, whether paying by app or by coins.

Fiscal Note: N/A

Motion made by Balkcom, seconded by Heckenlively to allow paying for parking at meters with a phone or mobile device app and to extend parking by paying for up to one extra time period, whether paying by app or by coins. Passed unanimously.

Recommended For Approval

Update to September BUS General Manager's Operations Report

Two Equal Employment Opportunity Commission cases were settled for \$2,000 and \$5,000.

BUS General Manager's Operations Report

See PowerPoint presentation. Ridership and revenue is down. Paratransit appears to be down because Community Care is not buying bulk tickets. Overtime is down due to healthier drivers and a good group of part-time drivers.

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

Transit and Parking System Manager's Report

Report in file. A letter was sent to ABM. Parking app request for proposal was released. Free metered parking on Saturdays in December approved by Common Council on December 6, 2016. State capital grant was submitted for five new paratransit vehicles and software for dispatching and vehicle location. Update on new marketing campaign for 2017.

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

Adjournment

The meeting adjourned at 5:35 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.