



City of Racine Meeting Minutes

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

Transit and Parking Commission

*Chairman Deborah Ganaway
Vice Chair Timothy Craft
Alderman Raymond DeHahn
Laurie Kell
Mark Kowbel*

Wednesday, May 30, 2007

4:30 PM

Room 301 - City Hall

Call To Order

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

PRESENT: 5 - Mark Kowbel, Timothy Craft, Deborah Ganaway, Raymond DeHahn and Laurie Kell

Also Present: T. Eeg, Secretary; M. Glasheen, staff; Ald. J. Coe; C. Garner, B. Edwards, PTM; S. Hurley, Racine PD; L. Jaime, Radisson; C. Szaryc, Chancery; J. Oliver, M. Oliver, Mr. Kool's; D. Bose; S. Azarian; N. Swanson, K. Rouze, S. Jarapko, A. Gonzales, J. Jarapko, Park High School

1. Approval of Minutes for the April 25, 2007 Meeting

The minutes of the meeting held on April 25, 2007 were approved as printed.

to Approve the Minutes

Parking System Business

2. [07-0115](#) **Subject:** Communication from Lori Jaime, General Manager of Radisson Inn Harbourwalk wishing to discuss the Radisson parking supplement.

Recommendation: The gate rate at the Gaslight Ramp be raised from \$1.25 to \$1.50 to match the other parking ramp rates and that the Radisson Inn Harbourwalk no longer be billed for parking surcharges, effective on June 11, 2007.

Also recommend that Resolution No. 07-0203 of May 1, 2007, be amended by changing the effective date to read June 11, 2007, and as amended be adopted.

Fiscal Note: The Parking System will see no immediate change in revenue from this action.

Mr. Eeg reminded members of the actions taken on this matter at the last meeting. He indicated that Mr. Szaryc still has concerns about the lower levels of the ramp being used by contractors, and asked that meters be installed if the gate is moved.

Alderman Coe indicated that he was approached by Mr. Szaryc asking to refer the item back, because he was worried the gate issue would not be investigated.

Mr. Eeg reported on the possibility of moving the gate. He noted that moving the gate up one level would provide only 25' of road space, and with the need for a 5' island for equipment, this would provide only one 10' travel lane in each direction. Moving the gate to a flat area in the middle of the ramp would cause the loss of 12 spaces. In addition, the City would need to bore through the ramp floors for fiber optic cables. He estimated the work at \$15,000 - \$20,000.

Mr. Eeg indicated that he had talked to the contractors and asked them to have their workers park on the upper levels. He noted that on the day of the meeting, about half of the lower level spaces were open at 1 P.M. He indicated that another option could be to post signs in the ramp, reserving the spaces for Chancery Parking, if they paid for the signs and mounting. The spaces could be reserved for a lower monthly fee.

After discussion, Mr. Craft moved that the gate rate at the Gaslight Ramp be raised from \$1.25 to \$1.50 to match the other parking ramp rates and that the Radisson Inn Harbourwalk no longer be billed for parking surcharges, effective on June 11, 2007. Ald. DeHahn seconded and the motion passed.

Mr. Craft then moved that the Assistant Commissioner of Public Works/Operations work with the Chancery to develop alternatives to moving the gate, while providing the Chancery with reserved or identified parking spaces. Ms. Kell seconded and the motion passed.

Recommended For Acceptance

3. [Res.07-0203](#) Gaslight Ramp Parking Rates

Resolved, that the gate rate at the Gaslight Ramp be raised from \$1.25 to \$1.50 to match the other parking ramp rates, and that the Radisson Inn Harbourwalk no longer be billed for parking surcharges, effective on June 11, 2007.

Fiscal Note: The Parking System will see no immediate change in revenue from this action.

Mr. Kowbel moved that Resolution No. 07-0203 of May 1, 2007, be amended by changing the effective date to read June 11, 2007, and as amended be adopted. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

4. [07-0616](#)

Subject: Communication from the Washington Park High School Pom-Pon Squad requesting permission to use the parking lot at the northeast corner of Washington Avenue and West Boulevard for a car wash fund raiser. (Also refer to Cemetery Commission)

Recommendation of the Board of Cemetery Commissioners

5-21-07: that the request be denied.

Recommendation of the Transit & Parking Commission 5-21-07:

The Washington Park High School Pom-Pon Squad be allowed to use the northeast corner of Washington Avenue and West Boulevard for a car wash fund raiser July 13 & 14, July 27 & 28, August 3 & 4, and August 24 & 25, 2007, at a cost of \$27 per weekend.

Fiscal Note: The rental will generate \$108 for the Parking System.

Mr. Eeg advised members that the request was for four separate weekends during the summer. The current parking rental rate is \$1.50 per space and there are 18 spaces in the lot, for a total of \$27/day.

In response to a question, Ms. Jarapko stated that it is expected that the Cemetery Commission will deny the use of water, or set up a prohibitive charge.

Mr. Craft moved that the Washington Park High School Pom Pon Squad be allowed to use the northeast corner of Washington Avenue and West Boulevard for a car wash fund raiser July 13 & 14, July 27 & 28, August 3 & 4, and August 24 & 25, 2007, at a cost of \$27 per weekend. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

5. [07-0540](#)

Subject: Communication from James Oliver, owner of Mr. Kool's Sports Bar, requesting permission to rent 14 parking spaces 24/7 in Uptown Lot # 5 - 1300 Washington Avenue.

Recommendation: Permission to rent 14 parking spaces in Uptown Lot # 5 - 1300 Washington Avenue - "Reserved Parking 6 P.M. to 2 A.M. Only" seven days per week, at a rate of \$29 per space per month.

Fiscal Note: The rental will generate \$406 per month for the Parking System and not impact the existing "No Parking 2 A.M. to 6 A.M." safety restriction.

Mr. Eeg noted this is the parking lot where three individuals were shot to death two years ago, and where special restrictions are in place from 2 A.M. - 6 A.M. to prohibit parking. The lot is posted "No Parking 2 A.M. - 6 A.M." He noted there are currently no renters in the lot.

Mr. Oliver stated that when he opens his business in the evening, there is no place to park. He indicated that he understands that he cannot have 24/7 parking, but would like to rent spaces from late afternoon to 2 A.M.

Assistant Chief Hurley indicated that he was concerned about enforcing the reserved space issues. If others were using the spaces, his officers would have to track down bar patrons to see which cars were theirs and then ticket others.

Mr. Eeg noted the Parking System only had 24/7 and M-F weekday rentals; nothing in the books of the type to satisfy this request.

Mr. Craft noted that the individual was basically looking for a 10-hour daily rate, just later in the day. A review of the numbers showed that the space would be rented for almost

the same number of weekly hours as the weekday rate, and he felt that the \$29/month rental could be applied to this area, with appropriate signage noting the rental hours.

After a brief discussion, Alderman DeHahn moved that permission be granted to rent 14 parking spaces in Uptown Lot # 5 - 1300 Washington Avenue - "Reserved Parking 6 P.M. to 2 A.M. Only" seven days a week, at a rate of \$29 per space per month. Mr. Craft seconded and the motion passed.

Recommended For Acceptance

6. [07-0611](#)

Subject: Communication from Sam Azarian Jr. wishing to discuss purchasing the Marquette Street municipal parking lot.

Recommendation: The Marquette Street municipal parking lot be sold to Sam Azarian Jr. for a cost of \$1 contingent upon the upgrade of fencing and landscape, and the separation of lighting circuits.

Also recommended this item be **referred to the City Plan Commission.**

Fiscal Note: The sale will generate \$1 to the Parking System.

Mr. Eeg identified and located the lot for Commission members. It is on the east side of Marquette Street north of State Street. An action on this item would be referred to the City Plan Commission for their review and action.

Mr. Azarian stated that he has purchased the building across Marquette Street from this lot and is in the process of renovating it and the surrounding area. There is little parking and he could use the lot for tenant parking.

In response to a question from Mr. Craft, there is little current use to the lot and no long term plans. State Street reconstruction will have no impact as there is no parking on that street in this vicinity. The area is slighter over 12,000 square feet and has a value from the City Assessor of \$18,000.

Mr. Eeg noted that the City recently sold a parking lot around Racine Street for \$1.00 per square foot and he recommended that the same rate be used for this property.

Mr. Kowbel noted that as the lot is improved, the assessed value will increase and the taxes, which are currently zero, will go up, and the City will recoup the cost of the lot.

Mr. Kowbel moved that the Marquette Street municipal parking lot be sold to Sam Azarian Jr. for a cost of \$1 contingent upon the upgrade of fencing and landscape, and the separation of lighting circuits. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

7. [07-0562](#)

Subject: Communication from a representative of the Downtown Rotary Club requesting a special events noise variance and permission to extend the curfew, use the 5th Street Parking Ramp, hang banners at Civic Centre and Festival Hall, use city streets for a parade, and operate a spotlight and run interactive games at Festival Park on May 19 & 20, 2007 in connection with the Rotary Post Prom.

Also refer to Police and Fire Commission, Transit and Parking Commission and Board of Parks, Recreation and Cultural Services.

Recommendation of the Public Works and Services Committee

05-08-07: The request of the Rotary Post Prom Committee of the Downtown Rotary Club, to close:

Fifth Street, from Lake Avenue to Festival Park Drive,
Festival Park Drive, from Fifth Street to Sixth Street,
Sixth Street, from Festival Park Drive to Pershing Park Drive,
Pershing Park Drive, from Sixth Street to Eleventh Street, and
Eleventh Street from Pershing Park Drive to Main Street,

from 7:00 p.m., Saturday, May 19, 2007, to 4:30 a.m., Sunday, May 20, 2007, for the Rotary Post Prom, be approved.

FURTHER RESOLVED, that permission be granted with the following stipulations:

- A. A hold harmless agreement be executed;
- B. Proof of liability insurance be filed prior to the event;
- C. The setup and dismantling of barricades will be the responsibility of the sponsor;
- D. Any overtime and/or equipment and material loss will be charged to the sponsor;
- E. Sponsor shall pay a \$350.00 special event fee.

FURTHER RESOLVED, that permission be granted for the curfew to be extended to the attendees until 4:00 a.m., Sunday, May 20, 2007; approve use of the 5th Street Parking Ramp from 8:00 p.m., May 19, 2007 to 4:00 a.m., May 20, 2007 for 401 spaces at a fee of \$1.50 per space for a total cost of \$601.50; approve use of Lakefront Parking Lot #4 on May 19 & 20, 2007 at no cost, subject to execution of a hold harmless agreement; allow hanging of banners at Racine Civic Center and Festival Hall; permit use of search lights at Festival Hall site on May 19, 2007, and permit use of the following interactive games in the colonnade area of Festival Park until 3:00 a.m., Sunday, May 20, 2007: Laser Maize, Gladiator Joust, Inflatable Twister, Quarterback Attack, Pop-a-shot, and Dance Machine.

FURTHER RESOLVED, that the Commissioner of Public Works and Chief of Police provide limited assistance, in the interest of public safety, to implement this event.

Fiscal Note: There will be nominal costs to the various City departments,

on a regular shift basis, to assist in implementing this event.

Recommendation of the Transit & Parking Commission 5-30-07:

Receive and file.

Fiscal Note: N/A

As the event has already been held, Mr. Craft moved that the communication be received and filed. Ms. Kell seconded and the motion passed.

Recommended to be Received and Filed

8. [07-0726](#) **Subject:** Gate rate at the Gaslight Ramp be raised from \$1.25 to \$1.50 to match the other parking ramp rates, and that the Radisson Inn Harbourwalk no longer be billed for parking surcharges, effective on June 11, 2007.

Recommendation: Resolution 07-0203 of May 1, 2007, be amended by changing the effective date to read June 11, 2007, and as amended be adopted.

Fiscal Note: The Parking System will see no immediate change in revenue from this action.

Recommended For Acceptance

Miscellaneous Parking Business

There was no miscellaneous Parking System business to report.

Transit System Business

9. [07-0529](#) **Subject:** Communication from the Transit Planner submitting a draft policy establishing guidelines for the use of the Racine Railroad Depot by organizations or individuals for fund raising events or meetings.

Recommendation: Policy be adopted.

Fiscal Note: N/A

Mr. Glasheen noted that the draft has been reviewed by Mr. Garner and his staff and that they had no changes or additions.

Mr. Craft moved that the policy be adopted. Ms. Kell seconded and the motion passed.

Recommended For Acceptance

10. [07-0566](#) **Subject:** Communication from the Transit Planner submitting the April 2007 operating and financial report for the Wisconsin Coach Lines Kenosha-Racine-Milwaukee intercity bus service.

Recommendation: Receive and file.

Fiscal Note: N/A

Mr. Kowbel moved that the communication be received and filed. Alderman DeHahn seconded and the motion passed.

Recommended to be Received and Filed11. [07-0609](#)

Subject: Communication from the Transit Planner wishing to discuss an amendment to the 2006 State assistance contract for the Belle Urban System.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the amendment to the 2006 State assistance contract for the Belle Urban System.

Fiscal Note: The amendment will correct a mistake in the original agreement and provide approximately \$41,000 in additional State payments for the 2006 calendar year.

Mr. Glasheen reported that Racine's auditors found a sentence in the 2006 contract that was inadvertently left over from the 2006 contract, which limited the funds to be received by the City. The State agreed that the sentence was an oversight and has submitted an amendment correcting their error. The correction will mean about \$41,000 in additional operating funds for the Belle Urban System.

Alderman DeHahn moved that the Mayor and City Clerk be authorized and directed to execute the amendment to the 2006 State assistance contract for the Belle Urban System. Ms. Kell seconded and the motion passed.

Recommended For Acceptance12. [07-0610](#)

Subject: Communication from the Transit Planner wishing to discuss an amendment to the 2006 State assistance contract for the pass-through of State funds to Wisconsin Coach Lines, Inc., for the Kenosha-Racine-Milwaukee intercity bus service.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the amendment to the 2006 State assistance contract for pass through funds to Wisconsin Coach Lines for the Kenosha-Racine-Milwaukee intercity bus service.

Fiscal Note: The amendment will correct a mistake in the original agreement and provide approximately \$7,500 in additional State payments for the 2006 calendar year.

Mr. Glasheen reported that Racine's auditors found a sentence in the 2006 contract that was inadvertently left over from the 2006 contract, which limited the funds to be received by the City. The State agreed that the sentence was an oversight and has submitted an amendment correcting their error. The correction will mean about \$7,500 in additional operating funds for Wisconsin Coach Lines.

Mr. Craft moved that the Mayor and City Clerk be authorized and directed to execute the amendment to the 2006 State assistance contract for the Belle Urban System. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

13. [07-0621](#) **Subject:** (Direct Referral) Communication from the Transit Planner wishing to discuss an amendment to the 2001 State capital assistance contract for the Belle Urban System.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the amendment to the 2001 State capital assistance contract for the Belle Urban System.

Fiscal Note: The amendment will provide an additional \$60,000 previously promised to the Belle Urban System from older Federal grants, for the use in finalizing the engine overhaul contract.

Mr. Glasheen stated that prior to 2001, the City had several capital grants for which all work was completed, but not all of the money was spent. At that time, WISDOT representatives agreed to transfer the funds to the 2001 Capital grant to assist in the rebuilding of the bus engines. This amendment finally catches their promise up to the City of Racine. The amendment will add \$60,000 to the grant to pay for the remaining engine overhauls.

Mr. Kowbel moved that the Mayor and City Clerk be authorized and directed to execute the amendment to the 2001 State capital assistance contract for the Belle Urban System. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

14. [07-0663](#) **Subject:** (Direct Referral) Communication from the Transit Planner wishing to discuss replacement of the fuel management system at the Belle Urban System.

Recommendation: The Purchasing Agent be directed to advertise for and receive bids for the replacement of the fuel management system at the Belle Urban System.

Fiscal Note: Funds are available in the 2005 Capital Improvement Program (20%) and Federal Transit Administration grant WI-03-0091 (80%) to pay for the project, estimated to cost \$45,000.

Mr. Glasheen noted that the project was approved in the 2005 Capital Improvement Program and funded with 80% federal capital dollars from grant WI-03-0091. The total cost is estimated at \$45,000.

Mr. Garner explained the need for the updated system, what it will involve, and how it will electronically oversee each bus' fuel expenditures, and allow for better maintenance practices on engines.

Alderman DeHahn moved that the Purchasing Agent be directed to advertise for and

receive bids for the replacement of the fuel management system at the Belle Urban System. Mr. Kowbel seconded and the motion passed.

Recommended For Acceptance

15. [07-0664](#)

Subject: (Direct Referral) Communication from the Transit Planner wishing to discuss replacement of the bus interior cleaning system at the Belle Urban System.

Recommendation: The Purchasing Agent be directed to advertise for and receive bids for the replacement of the bus interior cleaning system at the Belle Urban System.

Fiscal Note: Funds are available in the 2005 Capital Improvement Program (20%) and federal Transit Administration grant WI-03-0091 (80%) to pay for the project, estimated to cost \$90,000.

Mr. Glasheen noted that the project was approved in the 2005 Capital Improvement Program and funded with 80% federal capital dollars from grant WI-03-0091. The total cost is estimated at \$90,000.

Mr. Garner explained the current system, installed in 1977, is failing and needs to be replaced. He noted the collection bin has already been replaced once and the shroud seal for the door is in tatters.

Alderman DeHahn moved that the Purchasing Agent be directed to advertise for and receive bids for the replacement of the bus interior cleaning system at the Belle Urban System. Ms. Kell seconded and the motion passed.

Recommended For Acceptance

16. [07-0666](#)

Subject: (Direct Referral) Communication from the Transit Planner wishing to discuss the expansion of the Belle Urban System administrative offices.

Recommendation: The Commissioner of Public Works be authorized and directed to advertise for and receive bids for the expansion of the Belle Urban System administrative offices, subject to authorization from the State of Wisconsin, Department of Transportation, for federal funding for the construction.

Fiscal Note: Local funding is available in several Racine Capital Improvement programs and pending Federal Grants, subject to WISDOT approval, to pay for the project, estimated to cost \$500,000.

Mr. Glasheen advised members that the City had embarked on a project to replace the maintenance and administrative building at a cost of about \$10,000,000. The City has received \$550,000 in funding for architect/engineer services. Over time, the overall project has been drastically reduced due to limited Federal and local capital dollars. Architects were hired to design an addition to the administrative offices to more than double the space. The State has given approval to bid, but has not yet advised the City that the remaining architect funds can be used for construction. We are awaiting their

response on this matter. In the meantime, the Transit Planner would like to get all City approvals completed so that the project can move forward when State approval is received.

Mr. Kowbel moved that the Commissioner of Public Works be authorized and directed to advertise for and receive bids for the expansion of the Belle Urban System administrative offices, subject to authorization from the State of Wisconsin, Department of Transportation, for federal funding for the construction. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

17. [07-0668](#) **Subject:** (Direct Referral) Communication from the Transit Planner wishing to discuss a marketing plan for 2007 and the execution of an agreement with Versant, Inc. to develop advertising materials for the Belle Urban System.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the agreement with Versant, Inc. for a 2007 marketing plan for the Belle Urban System budget, and 80% of which will be reimbursed by the Federal Transit Administration.

Fiscal Note: The cost of the marketing plan will be \$36,000, funds for which are included in the 2007 Belle Urban System budget, and 80% of which will be reimbursed by the Federal Transit Administration.

Mr. Glasheen explained that Versant, Inc. is the creative agency being used by the Transit Regional Marketing Consortium (Kenosha, Racine, Milwaukee, Waukesha, Ozaukee, and Washington) and they have provided a proposal to the City to expand and integrate a local effort with the regional program.

Mr. Garner explained the various elements of the plan, including a television commercial (shot in conjunction with one for Kenosha to save money), personalization of existing regional commercials, research, a flyer template and implementation of Google Transit for Racine. All of the above would cost \$36,000 and be offset by Federal marketing dollars up to 80% of the cost.

Mr. Kowbel moved that the Mayor and City Clerk be authorized and directed to execute the agreement with Versant, Inc. for a 2007 marketing plan for the Belle Urban System. Alderman DeHahn seconded and the motion passed.

Recommended For Acceptance

18. [07-0680](#) **Subject:** (Direct Referral) Communication from the Transit Planner submitting the 2007 State Urban Mass Transit Operating Assistance contract for 2007 between WISDOT and the City of Racine, for Wisconsin Coach Lines, Kenosha-Racine-Milwaukee intercity bus service funding.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the 2007 State Urban Mass Transit Operating Assistance contract for Wisconsin Coach Lines, Kenosha-Racine-Milwaukee intercity

bus service funding.

Fiscal Note: No City funding is involved.

Mr. Glasheen noted that the contract would provide up to \$619,385 in pass through funding for the service. No City funds are involved.

Mr. Craft moved that the Mayor and City Clerk be authorized and directed to execute the 2007 State Urban Mass Transit Operating Assistance contract for Wisconsin Coach Lines, Kenosha-Racine-Milwaukee intercity bus service funding. Ms. Kell seconded and the motion passed.

Recommended For Acceptance

19. [07-0682](#)

Subject: (Direct Referral) Communication from the Transit Planner submitting the 2007 State Urban Mass Transit Operating Assistance contract for 2007 between WISDOT and the City of Racine, for Belle Urban System funding.

Recommendation: The Mayor and City Clerk be authorized and directed to execute the 2007 State Urban Mass Transit Operating Assistance contract for the Belle Urban System.

Fiscal Note: The contract will provide the Belle Urban System with \$1,753,243 in State operating funds for the Belle Urban System.

Mr. Glasheen noted that the contract would provide up to \$1,753,243 in funding for the bus service.

Mr. Craft moved that the Mayor and City Clerk be authorized and directed to execute the 2007 State Urban Mass Transit Operating Assistance contract for the Belle Urban System. Ms. Kell seconded and the motion passed.

Recommended For Acceptance

Miscellaneous Transit System Business

There was no miscellaneous Transit System business to report.

Next Meeting Date

The next meeting will be June 27, 2007.

Adjournment

The meeting was adjourned at 5:55 P.M.

*Respectfully submitted,
Thomas Eeg, Secretary
Transit and Parking Commission*

*Approved,
Deborah Ganaway, Chairman
Transit and Parking Commission*

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.