



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, April 24, 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, Mark Kowbel and Dustan Balkcom

EXCUSED: 1 - Deborah Ganaway

Also Present: Al Stanek, Mark Yehlen, Mary Newbold, Jeff Shawhan, John Magee, Tom Karkow

Approval of Minutes for the March 27, 2013 Meeting

The minutes of the March 27, 2013 meeting were approved as printed. Passed unanimously.

Transit System Business

1. [13-8855](#) **Subject:** Communication from Mary Newbold requesting to speak about the reduced senior fare BUS policy.

Recommendation of the Transit and Parking Commission on 04-24-13: Defer

Ms. Newbold explained that she was not satisfied with the response letter from Belle Urban. She asked for specific information on the Federal regulation that seniors could be asked for ID and also for any requirements (Federal or imposed locally by other transits) for ID of children 5 years old or younger. Staff was directed to do further research.

Motion made by Heckenlively, seconded by Kowbel to defer. Passed unanimously.

Deferred

2. [13-8856](#) **Subject:** (Direct Referral) Communication from the Transit and Parking System Manager requesting to speak on a funding opportunity to replace the BUS DART vans.

Recommendation of the Transit and Parking Commission on

04-24-13: Recommend the Common Council authorize submitting an application for a Federal Congestion Mitigation Air Quality (CMAQ) grant to purchase alternative fuel replacement paratransit vans and related infrastructure costs.

Fiscal Note: Total local share (20%) funding of up to \$200,000 for up to 10 vans, and \$90,000 for a satellite transfer facility, which could possibly also store the vans, has been programmed in the Capital Improvements Program.

Motion made by Heckenlively, seconded by Balkcom to authorize pursuit of CMAQ funding. Passed unanimously.

Recommended For Approval

3. [13-8860](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager requesting authorization to discontinue the sales of tokens to bulk customers and replace them with an "all-day" pass priced at \$3.25.

Recommendation of the Transit and Parking Commission on

04-24-13: Recommend the Common Council concur with a Transit Commission Policy of no longer using vending bus tokens and establishing a six-month period for token buy back. Tokens are to be replaced with "Smart" electronic fare media capabilities already on site.

Fiscal Note: The City's tax levy contribution remains unchanged.

Electronic fare media provide greater revenue tracking and control capabilities.

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

Recommended For Approval

Parking System Business

4. [13-8777](#)

Subject: Communication from the Monument Square Art Festival Board of Directors requesting permission to rent Lakefront Lot No. 5 for the Monument Square Art Festival on Saturday, June 1, 2013 and Sunday, June 2, 2013 to provide parking for the participating artists.

Recommendation of the Transit and Parking Commission on

04-24-13: The Monument Square Art Festival Board be granted permission to lease Lakefront Lot No. 5 on Saturday, June 1, 2013 and Sunday, June 2, 2013. Permission is subject to payment of the lease costs for the parking lot in accordance with existing policies and subject to the execution of a hold harmless agreement with the City

that will require a \$75.00 processing fee.

Fiscal Note: The agreement will generate \$280 per day for the two days for a total of \$560.00 for the Parking System.

Jeff Shawhan appeared before the Commission representing Denise McKee of the Racine Arts Council.

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

Recommended For Approval

5. [13-8857](#)

Subject: (Direct Referral) Communication from the Transit and Parking System Manager wishing to review the Request for Proposals for combined Parking Revenue equipment acquisition and related Parking Management contract to maintain and provide audited cash management services for select parking ramps, Lakefront Lot No.5, and possibly Festival Hall and the Boat Launch parking.

Recommendation of the Transit and Parking Commission on 04-24-13: Approval to issue a Request for Proposal (RFP).

Fiscal Note: Funding for equipment replacement is included in the self-sufficient Parking Utility Fund.

The scope of the RFP limits the transition of current internally staffed responsibilities to revenue control and processing with no impact on the number of authorized Parking Utility employees. City oversight and strict administrative audit control over revenues are a significant part of the proposal. The bulk of existing parking garage revenue software and related hardware is obsolete and trade-in value of existing equipment is also a part of the proposal.

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

Recommended For Approval

Adjournment

The meeting adjourned at 5:28 P.M.

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