



# 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*

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Wednesday, July 20, 2016

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:** 3 - Raymond DeHahn, John Heckenlively and Deborah Ganaway

**EXCUSED:** 2 - Dustan Balkcom and Mark Kowbel

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

#### Approval of Minutes for the May 25, 2016 Meeting

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

*Comparing June this year to June one year ago, ridership is down 15% on fixed route transit and 13% on paratransit. Revenue was down 13% on fixed route and 8% on paratransit. Comparing the first two quarters of 2016 to 2015, fixed route revenue was down 9% and paratransit down 18%. These appear to be systemic changes and not anomalies. Ray DeHahn suggested doing more marketing.*

*Fixed vehicle maintenance is running over budget due to cyclical maintenance required on our 14 newest vehicles all coming due at the same time. We spent 58% of the budget compared to an expected 50% as of June 30, 2016. The DART operation is under budget at 36%, but that is partially due to some expected late year expenses. Overall, we're operating within budget at 48%.*

*A driver has filed an American with Disabilities Act complaint.*

*Motion made by Heckenlively, seconded by DeHahn to accept the report. Passed unanimously.*

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

*We're working on addressing payment method complaints at the Gaslight Ramp.*

*We're drafting a request for proposals for a street parking payment phone app.*

*National Transit Database was completed on June 29, 2016.*

*An Americans with Disabilities Act informational review packet for the Triennial Review was completed on July 19, 2016.*

*The on-site visit for the Federal Transit Administration Triennial Review is August 2 & 3, 2016.*

*A grant for DART vehicles is due August 15, 2016.*

*Budget season is starting. Declining revenues, high DART expenses in surrounding municipalities suggest some changes. Cost of mechanical supplies have increased.*

3. [0608-16](#)

**Subject:** (Direct Referral) Commercial sign on Gaslight Parking Ramp.

**Recommendation of the Transit and Parking Commission on 07-20-16:** Recommends that the Mayor and City Clerk be authorized and directed to enter into a License to Use Real Estate agreement with the DoubleTree hotel for placement of two signs for the DoubleTree hotel located on Gaslight Circle. One sign on the Gaslight Ramp public parking ramp and a monument sign on the northwest corner of the parking ramp premises, facing west.

This recommendation is subject to approval by the City of Racine's Downtown Area Design Review Commission and it is further recommended this communication be referred to the Downtown Area Design Review Commission for action.

**Fiscal Note:** DoubleTree hotel will be responsible for all installation costs of signage and annual lease cost.

*Transit System Manager presented a proposal from DoubleTree hotel on Gaslight Circle.*

*Reasons for recommendation include:*

- 1. The hotel is hard to find.*
- 2. A sign on the ramp was previously approved at this location for this hotel while under different management.*
- 3. The parking ramp, a hotel and a restaurant were developed as part of a "planned development" to provide services that promoted the public benefit of enjoying the lakefront.*
- 4. Normally signs on parking ramps and parking ramp premises are not permitted for nearby businesses, but an exception in this case appears warranted for the previous two reasons. This instance is not intended to set a precedent.*

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

**Recommended For Approval**

## Adjournment

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

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