



Meeting Minutes
Municipal Parking Utility Board

Wednesday, June 25, 2014

4:00 PM

3rd Floor Conference Room

Call to Order, Roll Call

Audrey Kader, Presiding

Present: 6 - Audrey Kader, Joe Ledvina, Robin Moses, Bill Sacia, James Warsinske, Dan Wettstein

Excused: 5 - Richard Swantz, James Cherf, Andrew Gavrilos, Leah Mudler, Michael C. Pieper

Others Present: Teri Lehrke, Jim Pake, Bob Haines, Dale Hexom, News Media

Approval of Minutes

Warsinske/Moses moved to approve the minutes of May 28, 2014. Carried.

[14-0729](#)

Parking Utility Report - Police (May 2014)

A motion was made by Sacia, seconded by Warsinske, that this Report be RECEIVED AND FILED . The motion carried by voice vote.

[14-0755](#)

Parking Utility Report - Public Works (June 2014)

A motion was made by Sacia, seconded by Warsinske, that this Report be RECEIVED AND FILED . The motion carried by voice vote.

[13-0490](#)

Resolution approving the creation of a pilot program to allow the installation of up to five parklets.

Resolution was introduced as a pilot program. Tentative locations have been identified; such as State, Main, Pearl, 5th Ave.; not 3rd or 4th. There will be no more than five. Parking spaces will be lost as a result of establishing parklets. It is intended that adjoining downtown businesses will make requests for parklets. An application will be completed and reviewed by the Board of Public Works. The sponsoring business will have an umbrella liability policy covering that space. The plan is in the early stages, with the expectation to be open in 2015. There will be a public meeting with downtown businesses. It is meant to be a public space to be utilized by the public. Changes in the application will be necessary, as we do not have zoned parking.

There was discussion that some parking spaces are not used; we might be able to pick up more spaces if the city would reconsider its policy to not paint parking space lines. Also, should examine shorter parking limits.

A motion was made by Wettstein, seconded by Moses, that this Resolution be

conceptually APPROVED, pending establishment of appropriate details. The motion carried by voice vote with Sacia voting "no."

[14-0338](#)

Parking Permit Fees for Reserved Parking Spaces.

The same fees are charged for ramps and lots. These fees have not been changed since 1996. It was stated that businesses were not opposed to an increase. There was discussion about putting off for a month and looking at other communities. There may be an agreement that requires 90-day notice prior to changing the rates. Studies have said La Crosse rates are significantly under other communities.

A motion was made by Sacia, seconded by Ledvina, to APPROVE an increase the 6 am-6 pm rates by \$5, and \$10 on 24/7 rates, effective January 1, 2015. The motion carried by voice vote.

[14-0599](#)

Discussion of service charge or parking citation for alleged indigent customers.

A motion was made by Warsinske, seconded by Ledvina, that this Item be TABLED until we receive an opinion from the Legal Department. The motion carried by voice vote.

[14-0630](#)

Billing and collection procedures for surface parking.

There was discussion about the policy which was approved April 2012, and was prior to access cards being issued. It was suggested that the policy be updated so it addresses inactivation and reactivation of access cards.

[14-0631](#)

Billing and collection procedures for parking ramp passes.

There was discussion about the policy which was approved April 2012, and was prior to access cards being issued. It was suggested that the policy be updated so it addresses inactivation and reactivation of access cards.

[14-0654](#)

Resolution approving a modification to the Employee Handbook allowing "on-call" eligibility for CSEs for maintenance of parking ramp gates.

A motion was made by Moses, seconded by Ledvina, that this Resolution be APPROVED. The motion carried by voice vote.

[14-0756](#)

Preliminary Resolution declaring intent to exercise special assessment powers under secs. 66.0829 and 66.0703, Wis. Stats., relating to the operation and maintenance of a downtown parking system.

This is an annual resolution that comes up every year.

A motion was made by Wettstein, seconded by Moses, that this Resolution be APPROVED. The motion carried by voice vote.

[14-0758](#)

Policy for Refunding Hourly Parking Fees.

The policy was discussed with Finance. Finance wants to issue checks; no cash. They must have a receipt or documentation that proves their story; no refunds for vandalism. Suggestion was to provide coupons instead of check. By consensus the item was referred.

Adjournment

Wettstein/Warsinske moved to adjourn. Carried.