



City of La Crosse, Wisconsin

City Hall
400 La Crosse Street
La Crosse, WI 54601

Meeting Minutes Municipal Parking Utility Board

Wednesday, July 23, 2014

4:00 PM

3rd Floor Conference Room

Call to Order, Roll Call

Audrey Kader, presiding

Present: 7 - Audrey Kader, Richard Swantz, Andrew Gavrilos, Robin Moses, Leah Mudler, Bill Sacia, James Warsinske

Excused: 1 - James Cherf

Absent: 3 - Joe Ledvina, Michael C. Pieper, Dan Wettstein

Others Present: Teri Lehrke, Keith Lee, Bob Haines, Dale Hexom, News Media

Approval of Minutes

Sacia/Gavrilos moved to approve the minutes of June 25, 2014. Carried.

[14-0825](#)

Parking Utility Report-Police (June 2014).

Request was made for the Police and Public Works Reports to be combined. Public Works will send their report to Police for merging.

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

Wettstein arrived 4:06 p.m.

Present: 8 - Audrey Kader, Richard Swantz, Andrew Gavrilos, Robin Moses, Leah Mudler, Bill Sacia, James Warsinske, Dan Wettstein

Excused: 1 - James Cherf

Absent: 2 - Joe Ledvina, Michael C. Pieper

[14-0855](#)

Parking Utility Report - Public Works (July 2014).

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

[14-0758](#)

Policy for Refunding Hourly Parking Fees.

Since the "draft" version, the word "Transient" was deleted from the introductory sentence, and number 6 was added. It was stated that the auditors discourage having a petty cash account, but for small amounts it is allowed. No refunds will be issued in cases of vandalism.

There was concern when an arm is broken due to vandalism, that persons entering the ramp cannot take a ticket, and are being punished even though they didn't do the damage. It was stated that the proposed policy requires substantiation or proof in order to obtain a refund. Most of the vandalism occurs around 2:00 a.m. The arms aren't supposed to be up unless it has been vandalized or there is a special event. To exit if a customer does not have a ticket, they press the button for a lost ticket, and then they pay. Once cameras are installed, the vandalism should be reduced. There is a maintenance log for the ramps. Suggestions were to add a sign indicating refunds will only be honored with proof of payment, and provide information on the refund policy for the answering service.

A motion was made by Wettstein, seconded by Sacia, that this Policy be APPROVED as summarized, except to change the refund language in item 6 to delete last sentence that no refunds will be issued if the cause is for vandalism. The motion carried by voice vote.

[14-0826](#)

Western Technical College parking revenue Jan-June 2014.

A motion was made by Warsinske, seconded by Swantz, that this Report be APPROVED . The motion carried by voice vote.

[14-0866](#)

Award of Market Square structural evaluation contract.

A motion was made by Gavrilos, seconded by Warsinske, that this Item be APPROVED . The motion carried by voice vote.

Update on the PUB-MTU Manager position.

Interviews have taken place. However, until the city management structure is decided, they are not hiring right now. Temporary positions will likely be brought in to both departments. Council and Mayor understand parking and transit are related.

Next Meeting Date/Agenda Items

*Operating Budget discussion.
Report regarding activity in ramps since gate installation.*

Adjournment

Wettstein/Swantz moved to adjourn. Carried.