

**Parking Commission Minutes**  
**Wednesday, April 17, 2013**  
**6:00 p.m. City Hall – Upper Break Room**

1. **Meeting Call to Order** at 6:13 p.m. by Chair Smith.
2. **Roll Call.** In attendance Chair Smith, Commissioners Swangstu, Fleming, Button, and Hennerley. Ald. Sarah Hill did not attend. Also in attendance: Kerri Johnson, Christ Schultz, Ald. Hougen, Mayor Connors.
3. **Minutes of March 20, 2013** were motioned for approval by Fleming, seconded by Swangstu. K. Johnson pointed out Cindy Grunewald's name was misspelled. Minutes to reflect correct spelling. Minutes, as corrected, passed unanimously.
4. **Comments** from the public. None
5. **Review and Next Steps for Rich Parking Study.** Review and possible recommendations. Chair Smith had a phone conversation with Annaka Norris, Planner from Rich. Timetable is tentatively set for meetings in May and surveys in June. Discussion on kick-off meeting. Phone Conference? Open Meetings? Chair Smith will contact Rich to set up conference call as soon as possible which will be scheduled, duly noticed and posted. Ms. Norris will also be asked to provide a tentative schedule for the entire study. Community and business meetings will be scheduled subsequent to the kick-off conference phone call with Rich. Those commissioners not included in the phone conference will be kept informed.

Discussion on survey questions. There will be three distinct surveys.

- 1.) Employees.
- 2.) Owner/Operators
- 3.) Everyone Else

Each survey was reviewed by the Commissioners. A number of suggested changes, deletions and additions were made. Chair Smith to convey those changes to Rich for incorporation in the surveys.

6. **License Plate Recognition.** Motion by Fleming, seconded by Button to table until after the surveys are complete. Passed unanimously.
7. **Talmer Paid Parking Lot.** Motion by Fleming, seconded by Button, to table the matter until completion of the parking study. Carried unanimously.
8. **Parking System Update.** Kerri Johnson reported the following: Per Fire Inspector - the backup batteries are now housed in the police lock-up. The staff for parking enforcement is being brought up to summer strength. Two kiosks to serve Dodge, west and east of Broad, to be installed as weather permits. Kiosks near the beach will only make available beach passes. That capability will be removed from all the others.

Uniforms for 2013 have just been ordered. Commissioners to study a new design for 2014.

Next meeting may be kick-off tele-conference depending upon time line for parking meetings and survey.

Next meeting is scheduled at the regular time and date – May 15 at 6:00 p.m. at City Hall, Room 2A unless the parking study kick-off meeting requires the date to be changed.

Motion to adjourn by Swangstu, seconded by Fleming. Unanimously passed. Meeting adjourned at 7:55 p.m.