

**City of Lake Geneva Parking Commission**  
**September 16, 2015 – 6:00pm**  
**Conference Room 2A, City Hall**  
**Minutes**

1. **Opening and Attendance:** Attendance recorded and copies of minutes distributed.
2. **Roll Call at 6:02pm**  
Present: Chairman Krause, Fleming, Swangstu and Gelting  
Also Present: Schaefer (non-voting), City Administrator Oborn and Parking Manager Mullally  
Public: Flitcroft (LG schools), Nancy Elder (LG Chamber and Charlene Klein)
3. **Approval of Minutes from August 26, 2015**  
Fleming/Swangstu motioned to approve minutes. Motion carried 3 to 0.
4. **Open Comments**  
Flitcroft- Offered suggestions in improving the traffic flow problem at Central Dennison; suggestions including curb cutting on Madison Street, designating five spaces on west side of Cook Street and five spaces on east side of Madison Street for pickup/dropoff areas during school hours. Flitcroft also suggested changing the ordinance from “one hour only” to all day parking at the angled stalls on east side of Cook Street.  
Klein- Community has spoken- no parking lot on Wisconsin Street property.  
  
Elder- Requested for safety purposes that during the Christmas Parade on December 5, 2015, that the west side of Broad Street be closed to parking from Cornerstone on Main Street to Bruno’s on Broad Street; and on north side of Main Street from Cornerstone to Potbelly from 3:00 pm on until after the Parade (7:00pm). She also requested that six stalls in front of Geneva Theatre be bagged all day for live broadcast. Since parking is free during that time, she also requested that fees for be waived.
5. **Follow up on Central Dennison traffic flow**  
Mullally stated that she would revisit ideas from the school and Flitcroft regarding changing the one hour only stalls into all day and designating adjacent stalls for improved traffic flow. She stated that the ideas presented were reasonable and would work with them. Connors suggested “no parking” on the south side of Dodge Street which may help with congestion during pickup and drop-off. Mullally said she would do “walk around” with Flitcroft to demonstrate ideas. No action taken.
6. **Discussion on the City’s free parking areas**  
Krause ask the Commission if they had any ideas or suggestions regarding the City’s free parking areas. Mullally stated that the public should have access to both paid and non-paid parking areas in the City. No action taken.

7. **Discussion on vendor parking during events and festivals**

Fleming commented that during Venetian Festival carnival works and trailers should have a designated parking away from the City. Mullally stated that this year there was some confusion regarding vendor parking in the Library Park area. She suggested that vendor parking should be clearly marked and blocked off with a barrier such as on Broad Street during Venetian Festival. Mullally also stated that vendors and trailers were permitted to park in the Street Department lot. She stated that she would work with the Police and Jaycees next year to determine a better plan. No action taken.

8. **Discussion on unifying parking signage**

Mullally began the discussion and showed samples of directional and parking signage. The Commission agreed that the direction should be the universal "P" and blue. Item would be continued discussed on the next agenda. No action taken.

9. **Discussion on the City's Shuttle service**

Mullally began by discussing shuttle dates and attendance turnout numbers. She thought the Chamber could help advertise the shuttle more by including the information on its leaflets and working with hotels around the area. She stated that she learned (from the bus drivers) that most of the attendees were told by hotels and concierges. She also stated that the lowest turnout was on 4<sup>th</sup> of July weekend while the biggest draws were on Art in the Park and Venetian Festival. She asked the Commission what dates they were like to reserve for 2016. No action taken as the Commission agreed to continue the discussion on next agenda.

10. **Date and agenda items for next meeting.**

Tuesday October 13, 2015 at 6:00pm.

Items for next agenda include maintenance plan, dates for shuttle service and a report on Oktoberfest.

11. **Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(e) for purposes of conducting other specified public business, when competitive bargaining reasons required a closed session concerning the Luke II parking meters.**

Motioned by Fleming and seconded by Gelting to go into Closed Session allowing Connors, Oborn and Mullally to join discussion. Motion 3-0 passed unanimously.

12. **Motion to return to open session pursuant to Wisconsin States 19.85 (2) and take action on any items discussed in closed session.**

Fleming motioned and Krause seconded to pursue the purchase, subject to Council approval, under the terms discussed in Closed Session. Motion 3-0 passed unanimously.

13. **Adjourn**

Gelting motioned and Swangstu seconded to adjourn passed unanimously 3-0.

Adjourned at 7:30pm.

**Next Meeting Tuesday October 13, 2015 at 6:00pm**