

City of Lake Geneva Parking Commission
December 17, 2014 – 6:00pm
Conference Room 2A, City Hall
Minutes

1. **Opening and Attendance:** Attendance recorded and copies of minutes distributed.

2. **Roll Call at 6:04pm**
Present: Chairman Krause, Fleming and Kordus
Also Present: Schaefer (Non-Voting), Mayor Connors, and Parking Manager Mullally
Not Present: Swangstu

3. **Approval of Minutes**
Kordus/Fleming motioned to approve minutes. Motion carried 3 to 0.

4. **Open Comments**
None

5. **Passport Parking Representative-Conor Kelly- Pay-by-Phone App**
Passport Parking representative, Conor Kelly, presented the Commission with his company's various cloud-based parking management solutions which enables customers to pay for parking via smart phone (downloadable app), pay by web, pay by text or pay by voice. Passport Parking specializes in two elements: mobile pay-by-phone (smart phone) application and enforcement with real time reporting.
Kelly presented the following information:
 - Passport Parking app is a user-friendly and convenient option to pay for parking
 - Passport created the parking app for the City of Chicago-Park Chicago
 - Since July 2014 25% of parking in the City of Chicago is paid via parking app
 - Passport has a merchant validation program in which merchants can create and maintain their own account and offer parking discounts to their customers by entering a created code
 - Passport provides customers with a pre-paid "wallet" option which gives them the ability to add and/or store prepaid funds to their accounts; lowering their costs (similar to a gift card)
 - The parking app can be used as a virtual residential permit or virtual smart card whereas residents are identified with their license plate with set parameters
 - A Passport parking app in the City of Lake Geneva would be transferable to other participating Chicagoland and suburban municipalities
 - Customer user fees for the parking app would be between \$0.15-\$0.35 per transaction or a one-time \$0.60 setup fee for a pre-paid wallet balance

- Passport offers an enforcement component to their service which includes real time reporting, stored ticket information, progressive ticket options, and collection service. The basic service cost is based on citation recovery or \$3.00 per paid ticket and equipment costs.

6. **Discussion on Smart Card Programs**

Kordus suggested a trial period for piloting a smart card program for residents. Kordus suggested the trial would consist of 100-150 cards. Although, Mullally stated that the industry leader POM only offers a minimum order of 1,000 cards, she would continue to research the program as directed.

7. **Increasing parking stalls on Sage lot, South Lake Shore Drive, 700 and 800 block of Geneva Street, 200 block of Cook Street, 200 block of Broad Street and update on curb cut near Methodist Church**

- Sage lot-Kordus stated that the reconfiguration of the Sage lot would be on the Council's agenda on Monday December 22, 2014
- South Lake Shore Drive-Connors suggested leaving two bus stalls on the north entrance (near Burger King) and converting the two bus stalls (south) into parallel parking; changing striping
- 700 block of Geneva Street-Krause stated to keep street the same configuration because of the steepness
- 800 block of Geneva Street-Mullally was asked to proceed with Winkler to see how many angle stalls they could pick up on the northside
- 200 block of Cook Street- Mullally was asked to proceed with Winkler to see how many angle stalls they could pick up on the west side
- 200 block of Broad Street-Connors suggested that an ADA accessible stall could be created by the alley and proceed with striping
- Curb cut near Methodist Church-Mullally stated that the Church needed to contact its Board of Trustees for a decision regarding filling the curb cut
- Mullally suggested that the 200 block of Center Street (west side) was also wide enough for angled parking; Connors suggested that an ADA accessible stall could be created by the alley in front of the Oral Surgery office and angled on the west side-Ordinance change needed
- Connors suggested an ADA accessible stall could be created on block 11 in front of Traver Hotel (north of alley)

Krause stated that all of the recommendations should go to Winkler for a visual and then to the Council for decision. Krause asked Mullally to keep searching the City for more inventory.

8. Update on recommendation to Central Dennison School

Fleming proposed that the School purchase the lot for parking.
No action on this item.

9. Off Season Alternatives

Connors distributed two proposals to eliminate the seasonal two-free hour parking ordinance. The first proposal would make free unlimited parking from the dates November 15th -March 31st; and the second proposal would make free unlimited parking from November 15th -February 28th.

Kordus/Fleming motioned to recommend to Council to make free unlimited parking from the dates November 15th -March 31st. Motion carried 3 to 0.

10. Next meeting on January 21, 2015 at 6:00pm

11. Meeting Adjourn 3-0 at 7:57pm