

# City of Bayfield Parking Committee Minutes

## February 2, 2021

Call Meeting to Order: 7:31 am by Chairman Matt Carrier via GoToMeeting

Roll Call: Matt Carrier, Beta Bodin, Bryce Albrecht, Bob Zawislak, Curt Basina, David Eades, Gordon Ringberg—Mayor, Tom Kovachevich—PWD, John Fangman—Police Chief, Sarah Mather—Office Assistant

Absent: None

Approve Agenda: Eades/ Zawislak. Carried.

Approve Minutes from Previous Meeting January 12, 2021: Eades/ Fangman. Carried.

Public Input: None.

### Agenda

#### **1). Discuss/Review Parking Management Plan:**

##### **Discuss Chapter 1 Introduction:**

- Not aware of an official count or study of people who come to the City of Bayfield. There has been an estimate of how many people can come to Bayfield County though WI Department of Tourism numbers as well as estimates of how many people can come to the AINL though the Park Service, but not the City of Bayfield proper. 200,000 people may be a low estimate, but no definite number can be given at this time. Use different language?
- Clarification on Goal#2—data to understand parking behavior and inform recommendations. What data: before or after an implementation of paid parking?
- How is paid parking addressing any perceived parking issues since a study has not been done yet?
  - Would be able to generate income to help preform a study.
  - Intertwined problems.
  - Clarity in plan: if paid parking is the goal, state that directly in the beginning. Paid parking could lead to funding for a study in the future--“Misleading at best”
  - Experiential data currently.

##### **Discuss Chapter 2 Background:**

- Historical perspective from 1969 plan as well as information from new Comprehensive Plan. Working under Comprehensive Plan.
  - Wayfinding and pedestrian destinations look great. Need to consider pathways in town—appropriate routes for pedestrians and vehicles. Other items come into play when trying implement these goals. Goals are directly from Comprehensive Plan.
  - Discussion ensued.

##### **Discuss Chapter 3 Existing Parking Conditions and Supply:**

- Review Parking Inventory Map
  - Currently outdated. Ringberg and Eades will work together to update spaces.
  - Routine parkers and how often they use spaces. Discussion ensued. Proof?
  - 2 hour zoning—not across the entire downtown, just a few streets.
  - Sleeping in vehicles overnight is not permitted. Should be included in overnight parking issues. Overnight parking is permitted in all lots.
  - Enforcement: Chalking marks on tires is not illegal in the state of WI. Court ruling 2 years ago in another state banned chalking of tires. Clarify chalking—not a wheel locking device.
  - Not a budget issue—no seasonal or part time officer because of lack of interest. Too many variables—full time officer openings, temporary position, housing needs, little pay, etc.
  - Parking enforcement does not have to be a certified police officer
    - Will we be able to hire someone with minimum qualifications?
      - Not a high school person; best suited for retirees or criminal justice students.
      - Employment to come out of parking revenues not Police budget.

- Remove workers moving cars during shifts—some residents will move cars, but most workers won't.
- Employee parking area instead of people moving vehicles?
  - Parking in lot for minimal/ free fee away from place of employment or pay to park.
- Rules in effect in summer, not heavily enforced in the wintertime.
  - Winter parking regulations need to be looked at.

#### **Discuss Chapter 4 Stakeholder Engagement:**

- Will get filled out more once we get more information from survey and other comments.
- Paid parking wasn't asked about to gauge people's experience with parking.

#### **Discuss Chapter 5 Recommendations:**

- Bodin--Create better overall plan with parking; not just implement paid parking.
- If paid parking is the idea for revenue for the City, acknowledge that other revenue streams have been explored and paid parking would be implemented.
  - Implement paid parking first to gather more data to figure out a better approach to handle parking plan—Mayor Ringberg.
- Implementation for this summer should be phased—Front Street and Washington first; phased approach would be best—can see data of how many people are downloading the app, paying, enforcement problems, and other logistical issues that could come up.
  - Formalize if we will do paid parking or not so information can get out.
- Can this be implemented by July 1<sup>st</sup>?—A lot of logistical items that need to get worked out. Signs, hiring, providing passes to residents, etc.
- If we need a license plate reader, they're expensive and need to be in a car. Fangman will explore options at conference next year.
  - Hand readers are available—cost plan for phone/tablet. How efficient is this?
- Sourcing for specific numbers under paid parking.
- Premium, standard, value, free—easier to understand for customers.
- Granting staff authority to change meters rates without action by Council—fee resolution? Should this go before Council? How other communities have done it staff to adjust zones.
- Methodology to keep one space open for arriving vehicles—make a prediction to what the rate would be to keep a space or two open. Keep prices high enough to make sure that people are leaving a space or two open. Trial method and determine rate based on data received to keep one to two spaces open. Keeps access available.
- Education process?

#### **Discuss Resident Permit Recommendation**

- **Resident:** *Shall be considered a City of Bayfield property owner or person who rents from a property owner within Bayfield City limits.*
  - Most communities charge their residence for parking and don't offer it for free.
  - What about property owners who don't live here year-round?
  - What about et.al homes, trusts, stockholders, vacant land?
  - What about surrounding areas? Reduced parking fee? How does it correct perceived problems? Enforce 2-hour limits.
  - Residents—year-round vs seasonally?
  - Legalities behind who is and isn't a resident based on previous lawsuits. Registered vehicles in the City—grey area.
  - Don't nail down a definition before making sure it's legal first.
  - Intrusion of privacy to ask for registration and drivers license?

-Passholders still need to put what zone they're in for it to show up on enforcement side. Would people comply? Window decal?

-Discuss Employee Parking Recommendation

-Identify zone. Wait for now until we get legal review.

### **Wayfinding and Signage**

-Signage committee and Planning Committee should look at to make sure they look appropriate.

-Some signs will not be provided—City will need to budget for those.

### **Enforcement and Compliance**

-Distinct line for enforcement but not being punitive.

-Citation would go to who the vehicle is registered to—this is how we currently handle this.

### **Pursue Shared Parking Agreements:**

-Partnering with private lot owners to provide parking and the City and lot owners would each get a cut—why wouldn't they want to just do that themselves/ what is stopping them now?

-Prioritize finding more parking supply. What happens when properties with large lots sell and or develop?

Parking pressure could increase then what? Long term strategies?

-City ordinances would need to be changed.

-Could be benefits for both the lot owners and the City.

### **Monitoring Program**

-Each parking company provides monitoring.

-Transparency for how system is operating annually.

-Events: do we take paid parking away at that time? Dates and times can be set for special events in house if we want to do that.

-Events on streets—how much parking does it take away? Should events be on the streets? Is the economic benefit higher?

### **Communications Plan**

-Reaching out to stakeholders and marketing paid parking.

-Both parking companies will provide support/help with marketing.

### **Discuss Chapter 6 Long Term Strategies:**

#### **Discuss Creating Parking Benefit District**

-Percentage of revenues put directly into the downtown district. Would help improve the downtown area.

-More bicycle and pedestrians. Make improvements to walking environment. Look at what is happening in surrounding areas. Use Waterfront Plan

-Special events planning: Applefest fundraising—mostly private lots.

-Striping: could allow for more managed parking. Diagonal parking on Wilson or one way?

-Northland College: plan on diagonal parking.

### **Motion by Fangman to postponed items 2-5. Seconded by Ringberg. Carried.**

2). Review/Discuss Paid Parking Revenue and Expenditure Projections

3). Discuss enforcement questions from Chief Fangman and responses from App Companies

- Response via emails from PassportParking and ParkMobile

4). Review Paid Parking Area Map and Key from Mayor

- Recommend no time limit be imposed rather set rates to create turnover
- Need to simplify the zones
  - Recommend zones be labeled: Premium/Standard/Value/Free
    - See parking plan for descriptions
  - Recommend Premium Zone be enforced 8am to 8pm
  - Recommend Standard and Value zones enforced 8 am to 6pm
- Recommend no overnight parking without permit

5). Survey Information

Adjournment: 10:22 pm. Eades/ Fangman. Carried.

Next Meeting: February 24, 2021