

CITY OF SHEBOYGAN

SHEBOYGAN TRANSIT AND PARKING COMMISSION MEETING MINUTES

FEBRUARY 22, 2017

Chair Todd Wolf called the meeting to order at 5: 00 p.m. The Pledge of Allegiance followed.

Commission members present:

Alderson Todd Wolf, Director of Planning and Development Chad Pelishek, Ryan Zinkel, Michael Helmke, Charles Windsor, Director of Transit and Parking Derek Muench (ex-officio member)

Commission Members excused:

Alderson John Belanger, Alderson Bill Thiel, Police Chief Christopher Domagalski, Mayor Michael Vandersteen

Others present:

Administrative Coordinator Ann Koeller

MINUTES Michael Helmke motioned to approve the minutes from the December 13, 2016 meeting.

Director of Planning and Development Chad Pelishek seconded the motion.

Motion passes.

ITEMS FOR DISCUSSION & POSSIBLE ACTION

2.1 Parking & Transit Monthly Reports (2016 Report). The Director of Planning and Development Chad Pelishek motioned to approve the monthly reports as presented. The Director of Parking and Transit Derek Muench explained going forward all Parking & Transit Reports will be reported on a Quarterly basis. Ryan Zinkel seconded the motion.

Motion passes.

2.2 Res. No. 191 - 16 - 17 authorizing the Purchasing Agent to enter into contract for the provision and performance of a parking study for downtown Sheboygan. Michael Helmke motioned to approve entering into contract with Carl Walker for \$42,000 to provide a parking study as outlined in the request for proposals for the Sheboygan Squared Business Improvement District.

Sheboygan Squared will be reimbursing the City up to \$3,600 towards the study costs equivalent of what they would pay for rent for having their offices located in City Hall and forward this request to the Common Council with a favorable recommendation from the Parking & Transit Commission.

Charles Windsor seconded the motion.

Motion passes.

2.3 Purchase of corner planters for 8 th Street corridor. Charles Windsor motioned to approve the purchase of corner planters for the 8 th Street corridor and forward this request to the Common Council with a favorable recommendation from the Parking & Transit Commission. The Director of Planning and Development seconded the motion.

Motion passes.

2.4 Departmental Goals for 2017. The Director of Parking & Transit Derek Muench presented Departmental goals to the Commission for the 2017 calendar year. Informational item only. No action taken.

2.5 Route Changes for March 2017. The Director of Parking & Transit Derek Muench gave an update on upcoming route changes. Informational item only. No action taken.

2.6 Res. No. 205 - 16 - 17 authorizing the Mayor to execute the 2017 amended General Contract between the Sheboygan County and Shoreline Metro for Transit Services. Mike Helmke motioned to approve entering into the amended agreement with Sheboygan County to provide transportation for elderly and disabled individuals in accordance with the States 85.21 program and the arrangements already in place between Sheboygan County and Shoreline Metro and forward this request to the Common Council with a favorable recommendation from the Parking & Transit Commission.

Ryan Zinkel seconded the motion.

Motion passes.

ADJOURN Ryan Zinkel made a motion to adjourn the meeting.

The Director of Planning and Development Chad Pelishek seconded the motion.

Motion passes.