

CITY OF BAYFIELD
PARKING COMMITTEE MEETING

Wednesday, December 1st, 2021, 4:45 pm
Bayfield City Hall, 125 First Street, Bayfield, WI 54814 715-779-5712

- Call to Order – Roll Call 4:47 pm Jane Halverson, Joanne Cirillo, Matt Carrier, Beta Bodin (5:20 pm) Kristen Sandstom(4:50 pm)
- Absent: Bob Zawislak
- Gordon Ringberg (via phone) John Fangman, Tom Kovachevich, Sarah Mather
- Review/Approve Agenda: Halverson/ Cirillo. Carried.
- Review/Approve Parking Committee Minutes of Nov. 16th, 2021: Cirillo/ Halverson. Carried.
- Public Input on Agenda Items

Agenda

1. Review Public Engagement Documents
 - a. Development of PMP (Matt)
 - b. Property Tax Statement (Sarah) and Utility Bills
 - i. Put a box around the information
 - ii. Exclude the dates
 1. Make a parking page and have information there on dates
 2. Make a QR code to put on tax statements to web page
 3. Put language in there saying “late winter”

Parks and Rec and Harbor still must discuss and provide feedback to Parking Committee. Work with staff and committees to work on more detailed topics. Dates keep getting pushed back so implementation may be extended. Revised plan for Council.

Implementation could start in 2023 and signage could go up sooner to get people used to signage and would allow more time for PW to get the work done.

1. Feedback from Kitchell and Hoopman about staff time requirements and cost of that and if they have time for that.
 - a. Workflow charting for responsibilities for staff.
 - b. Citing was discussed in a few comments—can be included in the index.
 - c. Different logistical questions for staff workload time
2. Speak with Park Mobile about staff questions with
 - a. Find a smaller community that uses Park Mobile and have a sit-down meeting with them
3. Survey to different parts of the plan for the public to ease staff time.
 - a. More structured, targeted answers to the plan itself
 - b. How to effectively get the survey out to people
 - c. Meeting with the public should be getting a sheet directing them to the survey
 - d. Chamber Blast can be used as well

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- e. Sandstom and Colleen Baegan have offered to work on the survey
 - i. Baegan has offered to come give a presentation about how paid parking worked in Minneapolis
- 2. Discuss Committee Feedback – Assign Sections:
 - a. Trailers/RVs
 - i. Restricting size of vehicle in the yellow area to 19'
 - ii. Should pay for two spaces?
 - b. Boat and Boat Ramp
 - i. Restricting size of vehicle in the yellow area to 19'
 - ii. If ramp is full, boat and trailer can be put on Wilson and 3rd—paid.
 - 1. Should they have to pay to park and for the fee of the ramp?
 - 2. Can free parking come with season pass?
 - c. Marina Parking Only Area's
 - i. How to keep people from parking for free? Additional signage. This is currently happening.
 - ii. More enforcement in that area.
 - iii. Slip owners could get a hanger for their cars from the marina.
 - iv. Make it paid and split revenues with marina?
 - 1. Would bring our PEA's in there to enforce?
 - v. What about the boats that park in front of the shop in the yellow zone in front of their driveways?
 - 1. Lease them?
 - d. Parking at East Dock and Reiten Beach
 - i. No special accommodations—users must pay
 - ii. Most will have passes to begin with
 - iii. If “free” people will figure it out and just park all day for free.
 - iv. Would make it part of the “green zone”
 - e. Rec Center Parking
 - i. Have their own parking lot
 - ii. Partnership with the City and Rec Center for parking options.
 - iii. Committee feels Rec Center as an organization can validate patrons parking.
 - f. Clarify Pay Station location and operation
 - i. Located only in the lots
 - ii. Would look like what is at the campground, boat ramp, city dock—not a kiosk
 - g. Guest Permits
 - i. For homeowners that can give to their guests
 - ii. Committee feels that two permits for free is generous
 - 1. Homeowner can park on the street overnight, guests can park in their spots
 - 2. Guests can park somewhere else in the free zone and park.
 - h. Employee Parking

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- i. Anywhere in the "green zone" is where employees can park
 - ii. Different comments across the board as why employees can park anywhere in the green zone
 1. Can be changed in the future
 2. Not a lot available for parking for employees
 - i. Permits
 - i. Should it be made a broader permit? Drop boundary.
 - ii. Annual permit open to all--\$50
 1. Can be raised later
 - iii. Figure out what types of passes are going to be used first digital or in person passes
 - j. PEA's job description
 - i. In law enforcements hands
 - ii. A few job descriptions from other departments
 - iii. Matt Ladwig is working on putting ours together
 - iv. Could harbor/park position be added into this?
 1. Seems like too much work for one person
 2. Other areas have other duties for their enforcement officers.
 - k. Shared parking agreements
 - i. Lease land from other property owners with land for additional parking supply
 - l. Staff time requirements to implement
 - i. Workflow chart to see what staff workload would look like
 - ii. Work with Park Mobile to see what other staff commitments would be needed
 - m. Phased Implementation
 - i. Committee would rather put it off a year than phase it
- Summary document needs to be revised to make available to people.
 - Send final map to outside source for publication

Next Meeting

December 8thth 4:45 pm at City Hall

Adjournment 6:45 pm Halverson/ Cirillo. Carried.