

## CITY OF SHEBOYGAN

### REQUEST FOR TRANSIT COMMISSION CONSIDERATION

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**ITEM DESCRIPTION:** 7. Review & Acceptance on Parking Study by WGI (2020)

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**REPORT PREPARED BY:** Derek Muench, Director of Transit & Parking

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**REPORT DATE:** 9/12/23

**MEETING DATE:** 9/19/23

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#### FISCAL SUMMARY:

Budget Line Item:	N/A
Budget Summary:	N/A
Budgeted Expenditure:	N/A
Budgeted Revenue:	N/A

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#### STATUTORY REFERENCE:

Wisconsin Statutes:	N/A
Municipal Code:	N/A

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#### BACKGROUND / ANALYSIS:

In 2020, City Development hired WGI (formerly Carl Walker, Inc.) to conduct a parking study of parking assessments in downtown, South Pier, and Riverfront areas in response to a need for further evaluation of the parking revenue options in these areas.

The City of Sheboygan currently has five parking assessment districts. Assessment funding is utilized for the operation and maintenance of city off-street parking facilities per Chapter 106 of the City Ordinance. The goal of the project is to ensure that the program is adequately supporting the current and future needs of the city's parking operation and maintenance. This analysis is Phase 1 of the project with later Phases 2-3 focusing on implementing updates to the program.

*This report has not been previously reviewed, accepted or reviewed by the Transit Commission. It has only been an internal document up to this point.*

#### STAFF COMMENTS:

Shoreline Metro worked with Carl Walker, Inc. (now WGI) to complete the parking study. Findings and recommended changes are documented on page 6 of the report.

The following is a summary of the Findings and Recommendations:

- Assess for Capital Improvements – only District 4 currently allows for capital projects to be assessed. This remains a challenge today and hasn't been properly addressed

(an example is Riverfront asphalt replacement). Vehicles and equipment have been purchased from the Parking Utility fund with equipment use charged out to each of the districts when used. Otherwise, the responsibility would lie on municipal bonding for such projects.

- Updating the Ordinances – this item has not been completed and needs to be completed. There are currently conflicting issues, in particular, with District 2 (Riverfront) that are currently being researched and worked on.
- Update of 2017 Parking Study – it's been over six years since the last study. It may be time to do another study (although it could be premature as we just implemented many items which make parking more convenient). The pending or possible sale of current parking lots may also impact a future study.
- Expand Paid Parking – consider paid parking in Riverfront and South Pier.
- Ordinance Revision

It should be noted that no specific recommendations were made with this study. It should also be noted that this study was conducted during COVID-19 and was done completely remotely. The study was paid for and headed up by the Planning & Development Department for the City of Sheboygan in an effort to identify further issues or perceptions with parking assessments.

One item specifically addressed was the creation of one large assessment district rather than 3-4 individual districts, in particular with downtown, Riverfront and South Pier. There is also a Parking Admin district that relies solely on meter and permit revenue and does not receive assessment support (basically lots south of Center Avenue and all streetscaping including flower planters north of Ontario Ave and south of Center Ave).

Considering comparable cities for future changes to the way Sheboygan could realign its assessment districts is a recommendation by staff. Further discussion on this item is recommended for a future Transit Commission meeting; however, future changes will require significant assistance by the City Attorney's office as well as Finance and Planning and Development.

**ACTION REQUESTED:**

Staff recommends accepting of the Parking Study and placing on file.

**ATTACHMENTS:**

- I. Parking Study Assessment by WGI in 2020