



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
www.manitowoc.org

## Meeting Minutes

### Public Safety Committee

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Monday, May 14, 2018

6:00 PM

Council Chambers

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

#### 3. Public Comment

The Public Safety Committee Chair declared the meeting open for public input. In accordance with policy, the public input portion of the meeting is not made part of the official record.

#### 4. Approval of Minutes and Reports

[18-0466](#) April 2018 Public Safety Minutes

**Attachments:** [Meeting Minutes 04-09-18](#)

**Moved by Czekala, seconded by McMeans, that these Minutes be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0447](#) Police Department April 2018 Monthly Report

**Attachments:** [Police Department April 2018 Monthly Report](#)

**Moved by Czekala, seconded by McMeans, that this Report be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0449](#) Police Department 2017 Annual Report

**Attachments:** [Annual Report 2017](#)

**Moved by Czekala, seconded by McMeans, that this Report be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0451](#) Fire Department April 2018 Monthly Report

**Attachments:** [Fire Department April 2018 Monthly Report](#)

**Moved by Czekala, seconded by McMeans, that this Report be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0467](#) February, March and April Division of Life Safety Neighborhood Services Report.

**Attachments:** [February March April 2018 Division of Life Safety Neighborhood Services Report](#)

**Moved by Czekala, seconded by McMeans, that this Report be accepted and placed on file. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

## 5. New Business

[18-0468](#) Citizen request for "No Parking" signs to be placed on Franklin Street near the Artist Lofts garage entry door.

**Attachments:** [Franklin St - S25th St](#)

Laurie Hamblen, resident of the Artist Loft and Sujana Arzate, Artist Loft Apartment Manager were present to discuss their concerns regarding the parking on Franklin Street in front of the Artist Loft Apartments. Laurie stated when vehicles are parked in this section of Franklin Street it makes it nearly impossible to see around them to exit the garage. Engineering Divisions Manager Greg Minikel was not present at the meeting, but recommended in addition to the no parking signs near the garage door entrances, it may make sense to paint pavement markings for the parking stalls, so that utilization of the space can be maximized. When placing no parking signs in this location we will also need to accommodate for the fire suppression connection. At this time an action will not be made until a recommendation from city staff can be made.

[18-0469](#) Citizen request for a two-way stop at the intersection of Rock Street and Ray Street.

**Attachments:** [ACCIDENTS - INTERSECTION - RAY ST - ROCK ST](#)

Citizen Joseph Debone was present to express his concerns regarding the uncontrolled intersection at Rock Street and Ray Street. Engineering Divisions Manager Greg Minikel was not present at the meeting, but felt if a two-way stop was decided to be placed, the traffic on Rock Street should stop prior to entering Ray Street. At this time an action will not be made until a recommendation from city staff can be made.

[18-0470](#) An Ordinance to amend Section 10.310 of the Manitowoc Municipal Code regulating Courtesy Parking.

**Attachments:** [Ord to Amend 10.310 Courtesy Parking](#)

Matthew Schliesman, Executive Director of the Capitol Civic Centre was present to express his need for temporary handicap parking stalls. Alderperson McMeans would like a written agreement drafted to outline which parking stalls this will affect and under what circumstances these stalls can be used. A motion was made to approve the Ordinance as written.

**Moved by McMeans, seconded by Lotz, that this Ordinance be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0471](#) Discussion on 2-hour parking.

**Attachments:** [Parking Map 2 and 10](#)

Community Development Director Nick Sparacio presented 2 maps. Map 2 is a map of the existing parking supply and map 10 is a map of both on street and off street parking changes the parking consultant recommended. Downtown parking was discussed, but an action was not taken at this time.

[18-0472](#) Discussion on the parking study's recommendations for leased and permitted parking in downtown.

**Attachments:** [Downtown leased parking memo](#)

Community Development Director Nick Sparacio presented the committee with a memo recommending how staff would like to proceed with downtown leased parking. With the current recommendation the Police Department will try to enforce these changes with existing staff. Police Chief Nick Reimer has been doing research on an operating systems called ALPRS that could be used to enforce parking more efficiently. A motion was made to extend all current leases through the end of the year and charge a prorated amount while working towards implementing the new system.

**Moved by McMeans, seconded by Czekala, that this Communication be accepted and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0477](#) Resolution to create a parklet policy.

**Attachments:** [Parklet Resolution](#)

Staff Attorney Liz Majerus presented a Resolution authorizing the Department of Public Infrastructure to establish guidelines and policy for implementing a parklet program downtown. The policy will be established by June 1, 2018. The City will issue permits for those applicants qualified. At the end of the year the Department of Public Infrastructure should report to Council with any modifications suggested.

**Moved by McMeans, seconded by Czekala, that this Resolution be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0473](#) An Ordinance to repeal Section 14.230 of the Manitowoc Municipal Code regulating registration of entertainers.

**Attachments:** [14.230 Ord to amend requirements for Registration of Entertainers](#)

Staff Attorney Liz Majerus explained adult entertainer registration is covered under the Ordinance 11.030(4) Registration of Adult Entertainers.

**Moved by McMeans, seconded by Lotz, that this Ordinance be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0474](#) An Ordinance to amend Section 14.280 of the Manitowoc Municipal Code regulating Cigarettes and Tobacco Products.

**Attachments:** [Ord. to Amend 14.280 Smoking and Tobacco Products](#)

Staff Attorney Liz Majerus explained currently School Resource Officers and School Boards are restricted by statute as far as tobacco regulations on school grounds. Certain products such as E-cigarettes and vaping are not considered tobacco products, but are considered nicotine products. This Ordinance expands the prohibition for minors to apply to nicotine products as well.

**Moved by Czekala, seconded by Lotz, that this Ordinance be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0475](#) An Ordinance to amend Section 16.130 of the Manitowoc Municipal Code regulating Junked and Abandoned Vehicles.

**Attachments:** [Ord to Amend 16](#)

Staff Attorney Liz Majerus explained this amendment is an attempt to clean up the Ordinance we currently have to allow more concrete understandings of what regulations apply and where the regulations apply. The Housing Code Enforcement Officer and the Police Department are working together collaboratively to make junked and abandoned vehicles are being dealt with efficiently.

**Moved by McMeans, seconded by Czekala, that this Ordinance be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

[18-0476](#) An Ordinance to amend Section 16.070 of the Manitowoc Municipal Code regulating Razing of Buildings.

**Attachments:** [Ord to Amend 16.070 Razing of Buildings](#)

**Moved by McMeans, seconded by Czekala, that this Ordinance be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz

## 6. Old Business

[17-0911](#) Status of 10 properties the Mayor identified as subject to acquisition and demolition.

**Attachments:** [DC Gregg Kadow Memo re blight properties 8292017](#)

[Memo re Ownership of Blighted Properties](#)

[Blight Update Memo 01-02-18](#)

[01-30-18 Update of Blighted Properties](#)

[May 9 2018 Attorney Update for Public Safety](#)

[May blight update -FD](#)

Fire Chief Todd Blaser updated the committee on the remaining properties on this list. The Division of Life Safety and Staff Attorney Liz Majerus are working on creating a monthly report to outline what is being done.

[18-0255](#) Monthly housing inspection citation report.

**Attachments:** [BI Report to Public Safety March 2018](#)

[BI Citation Report Jan - April 27 2018](#)

A total of eight citations have been issued since the last report. In the future the Committee would like to see the address provided on the monthly reports.

## 7. Adjournment

A motion was made by Scott McMeans, seconded by Todd Lotz, that meeting be adjourned at 8:08 p.m. The motion carried by the following vote:

**Aye:** 5 - Howe, Gabriel, McMeans, Czekala and Lotz