

## MINUTES

### Parking & Traffic Committee Meeting July 2, 2018

Members present: Committee Chair Mark Bednar, Clay Roesch, Cheryl Young

Call to order: The meeting was called to order by Committee Chair Mark Bednar at 4:30 p.m.

#### Consideration of Minutes:

- 1) Ms. Dees confirmed the meeting was properly noticed.
- 2) There was a motion and a second to approve the June 12, 2018, agenda. The agenda was approved unanimously.
- 3) There was a motion made by Mr. Roesch to accept the minutes of the June 5, 2018, meeting. The motion was tabled to the next meeting.

#### Ongoing Business:

- 1) Premium Parking Update
  - a) Mr. Kullander advised that the Legacy doors to the parking machines had been replaced; there's now great signage indicating Sundays are free, and new stickers have been placed to let people know that in addition to downloading the app, ways to pay include texting, using a credit card, or still using the coin machines.
  - b) Mr. Kullander reviewed the 90-day timeline of how policy changes will occur. Ms. Dees suggested this would give time to introduce changes to the public and obtain their feedback. This protocol will be followed henceforth for any changes, thus maintaining more consistency with communication in the future.
  - c) Mr. Kullander offered to conduct local workshops after future DIB meetings to answer any questions about parking. The following items were approved for presentation to the DIB board:
    - i) With all the construction on Jefferson, to hold off on buying the five (5) additional pay stations.
    - ii) Present to the board the timeline of how policy changes will happen.
- 2) Communication Campaign
  - a) Ms. Dees will work with Caren from Ideaworks to formulate ways to promote the new parking equipment to ensure an understanding of the ways they can pay.
- 3) Trash Co-op Update
  - a) Ms. Dees asked for the committee's recommendation to take forward to the board concerning the surplus of funds. The committee felt it was a new project and recommended to the DIB board that the funds be retained at this time and revisited at the end of the fiscal year.

- 4) Jefferson Street Garage
  - a) Mr. Glass reported that the landscaping has been completed, the striping will be done on the third Sunday of this month, power washing and restriping of the handicap spaces will take place in July, the repainting of the elevators will happen within the next 30 days, and one seam on the top floor will be repaired the Sunday before the power washing.
- 5) LPR Update
  - a) Ms. Dees reported that the cost for the LPR is \$23,751 and there are two options for purchase:
    - 1) that the DIB buys it outright
    - 2) that the DIB purchases it through Premium amortized over five years at six percent. Thereafter was a discussion of the financial report.
  - b) The recommendation of the committee is to move forward and acquire the LPR.
  - c) The motion was made that the committee give the chair the authority to make the recommendation on behalf of the committee with the updated financials in hand prior to the July 10 meeting with respect to purchase or lease of the LPR. Motion was seconded and carried unanimously.
- 6) Financial Report
  - a) The financial report was reviewed

#### New Business

- 1) Temporary parking for CPH clients during Intendencia construction
  - a) After much discussion it was determined that this is a non-issue for the committee at this moment and will be addressed in the future when necessary.
- 2) Residential parking permit policy
  - a) Committee Chair Bednar suggested that the committee reaffirm whatever policy is in existence for on-street parking with very specific guidelines
  - b) Staff was directed to give to the committee a list of terms by which residential permits will be offered, as well as a copy of any application to obtain the permit, for their review for next month's meeting.
- 3) "Marketing vehicle" parking policy
  - a) Ms. Dees will draft a letter before the next meeting to the commercial entities that are violating long-term parking restrictions.
  - b) It was decided there will be no separate marketing vehicle parking policy.
- 4) Policy/Procedure for proposed changes to parking rates, hours - Tarragona Street
  - a) Motion was made to place two-hour time limits on parking on Tarragona Street from Main Street to Garden Street and obtain an estimate for metering in the future. Motion seconded and passed unanimously.

#### Public Comment

Ms. Dottie Dubuisson thanked the committee for its diligence in providing a record.

Adjournment - The meeting was adjourned at 6:00 p.m.