

MINUTES

Parking & Traffic Committee Meeting August 7, 2018

Members present: Clay Roesch, Cheryl Young, Danny Zimmern

Call to order: The meeting was called to order by acting chair Cheryl Young at 4:30 p.m.

Consideration of Minutes:

- a) Ms. Dees confirmed the meeting was properly noticed.
- b) There was a motion and a second to approve the August 7, 2018, agenda. The agenda was approved unanimously.
- c) There was a motion and a second to accept the minutes of the July 7, 2018, meeting. The motion was approved unanimously.

Ongoing Business:

- a) Premium Parking Update
 - 1) Ms. Dees introduced Philip Olivier who is the new Premium Parking market representative.
- b) LPR update
 - 1) Mr. Olivier advised that the LPR equipment will be delivered the third week of August; training and installation is tentatively scheduled for the last week of August; and the system is to be put into use the week after Labor Day.
 - 2) The LPR equipment will require a laptop with very specific requirements at a cost of \$2,400 pretax which was not included in the original quote.
 - 3) Ms. Dees asked Mr. Olivier to provide three quotes for the laptop.
 - 4) Mr. Roesch made a motion to move the matter to DIB for consideration without a recommendation from the Parking & Traffic Committee. Seconded by Mr. Zimmern and carried unanimously.
- c) Tarragona two-hour parking
 - 1) Mr. Olivier advised that the signs for two-hour parking should arrive August 14. Premium is reviewing contractors for installation, which should take place a week after the arrival of the signs.
 - 2) Ms. Dees said the DIB, Premium, and City of Pensacola via Ryan Novota will work in conjunction to assure that the timing and placement of the signs will be conducive to on-going construction; and that the 90-day period to begin enforcing two-hour parking will be after the signs are installed.
- d) Jefferson Street Garage maintenance
 - 1) Ms. Dees provided a list of items at Jefferson Street Garage that have been upgraded or repaired and things that are still pending.
 - 2) Motion made and seconded to replace the clearance bar right-of-way which is to be done in-house. Motion carried unanimously.

- 3) Motion was made by Ms. Young, seconded by Mr. Zimmern, to research the cost of installing emergency blue lights that will summon first responders when activated. Motion carried unanimously.
- e) Residential parking permit policy
 - 1) Ms. Dees requested that this discussion be delayed until the next meeting as it is something on which Comm. Chair Bednar is working.
- f) Marketing vehicle policy
 - 1) Ms. Dees is working with the police department and DIB attorneys to determine if there are Florida Statutes or other rules regarding marketing vehicles parked in DIB spaces.
- g) June Financial Report
 - 1) Mr. Zimmern made a motion that the remaining agenda be addressed and that the June financial report be discussed afterwards depending upon the time remaining. The motion was seconded by Mr. Roesch and carried unanimously.
 - 2) After the committee returned to and discussed the June Financial Report, Mr. Zimmern made a motion that this committee recommend that the DIB discuss with Premium a way for all money collected to go into DIB's bank account first and reconcile with Premium later; and that the DIB have their contract in hand during discussions. The motion was seconded by Mr. Roesch and carried unanimously.
 - 3) Mr. Zimmern, after discussion, made a motion to ask the DIB to request that Premium provide us with a list of their reimbursables, in advance, for approval before payment is made. Seconded by Mr. Roesch and carried unanimously.

New Business

- a) Zarzaur Law – JSG reserved parking request
 - 1) Mr. Roesch made a motion that Mr. Zarzaur's request to have four reserved parking spaces in Jefferson Street Garage be denied. Seconded by Mr. Zimmern and carried unanimously.
- b) Online appeal process
 - 1) Ms. Dees explained a new option that has been presented for a free, online appeal process which would save the DIB time and money involved in the appeal of citations.
 - 2) Motion made by Mr. Roesch that DIB participate in this free service. Seconded by Mr. Zimmern and carried unanimously.
- c) 2018 CRA parking report
 - 1) Ms. Dees explained that this report is to be submitted as part of DIB's annual standard requirement with the City of Pensacola.
 - 2) Mr. Zimmern made a motion, seconded by Mr. Roesch, to present the report to the DIB. Motion carried unanimously.
- d) 2019 parking budget
 - 1) Mr. Zimmern made the motion to send the operational budget for the fiscal year 2018-19 to the DIB board for its review before sending to the CRA. Motion seconded by Mr. Roesch and carried unanimously.
- e) Park, Pay, Play Pensacola training session
 - 1) Training session will take place next Tuesday after the DIB meeting at 10:00 a.m.

Public Comment

Ms. Dottie Dubuisson thanked the committee for its diligence and hard work. She had two suggestions: 1) that we look at how the parking app could have an accounting of what handicap spaces are available, and 2) that someone from DIB attend all future meetings of the Bike Advisory Committee.

Adjournment

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