

Parking Commission Minutes – January 2, 2018

Meeting called to order by Chairman Rogers at 3:05 PM

COMMISSIONERS PRESENT: Mark Rogers, Jim Chapkis, Ann Melbourn, Steve Petersen, Pat Murray, Brad Jordan, Don Walters

ABSENT: Kathleen Tillman, Tom Messina

STAFF: Sam Taylor (Deputy City Administrator), Jamie Garcia (Diamond Parking), Andrea Pierce (Diamond Parking), Tim Martin (Streets Department & Engineering), Dan English (City Councilman), Emily Boyd (Staff Support)

- A. APPROVAL OF MINUTES – Jim Chapkis motioned to approve the minutes, Ann Melbourn seconded, November minutes approved as submitted.
- B. AMENDMENTS TO THE AGENDA: NONE
- C. PUBLIC COMMENTS: NONE
- D. ANNOUNCEMENTS
 - a. Commission Comments
 - i. Discussion regarding new agenda format and amount of time public comments should be granted (3 or 5 minutes). Commission agrees to have a standard time of 3 minutes, but Chairman can grant a further amount of time if necessary.
 - ii. Jim Chapkis brought an article to the attention of the commission regarding ROBO Lawyers appealing tickets which can find small discrepancies within the city code. Sam Taylor does not feel that this is a concern in our city currently.
 - b. Staff Comments
 - i. Tim Martin from Streets Department attended the meeting to discuss street plowing in the downtown. In the past snow was bermed in the middle of all streets in downtown. Now they are bermed to the North/South sides of the streets and coordinate with the Downtown Association to clear out the berms.
 - ii. Flashing lights will be added under the bridge in McEuen to bring attention to the height of the bridge to prevent further issues of oversized vehicles running into it.
 - iii. Jamie Garcia mentioned alley ways are difficult to access for deliveries and drivers have had issues. Tim Martin said streets does not tend to the alleys in the winter. Emily Boyd stated the Downtown Association can tend to alleys before they ice over.
 - iv. Sam Taylor stated the parking garage is progressing on schedule. Staff has worked to inform the business owners of the ongoing work and detours. Parking will be eliminated on the North side of the block for a period during construction. Parking will also potentially be affected on 3rd & 4th. There are a couple of business owners that are not happy with the limited parking and staff is working with them.
 - v. New signage for the parking lots is progressing. The new posting of signage will coincide with getting the LPR in the parking lots. Patrons will no longer need to get a receipt they will just enter a license plate number.
 - vi. Last year the commission discussed allowing smaller vehicles to use the oversized stalls in McEuen during winter months. Diamond experimented with it and found that it did take away from oversized vehicles. Therefore, only oversized vehicles will be able to park in the stalls. Tickets are not issued if snow is covering the lines.

- vii. Discussion is taking place for the Downtown Association to manage aspects of parking. A partnership is in review. It will likely be a contract amendment and a recommendation will be made to council.
 - viii. Currently the idea of purchasing a second enforcement vehicle is on hold.
- E. OLD BUSINESS
- a. Parking Lot Revenue Update
 - i. First quarter is increased significantly, and a large part of that is due to the rate increase at the Independence lot. This has been the best 1st quarter (October – December) since 2011.
 - ii. There are approximately 250 McEuen permits sold to downtown employees at the \$15 rate.
 - b. Fort Ground Neighborhood Parking Enforcement
 - i. The Fort Ground held a neighborhood meeting to discuss the permit fees to be able to change from volunteer enforcement to paid enforcement by Diamond Parking. A survey will be put out to the neighborhood to hear their input before a decision being made.
- F. NEW BUSINESS
- a. Proposals for Future Agenda Topics
 - i. Training on parking ordinances from Sam Taylor.

Meeting adjourned at 4:00 PM.

The next meeting is scheduled for March 6, 2018.