

**PARKING ADVISORY BOARD  
MEETING MINUTES  
March 13<sup>th</sup>, 2012**

**Members Present:**

Don Olsen, Chairperson	Leticia Moore	Bruce Simon
Nick Blake	Drew Smith	Steve Bruggeman
Scot Godfrey		

**Members Absent:**

Bob Carr (excused)	Will Gilbert (excused)
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**Others Present:**

Chris Mallow	Lori Dilworth	Bruce McCandless
Donna Huston	Jackie Yamanaka	

**PUBLIC COMMENT**

Donna Huston, who is affiliated with The Center for Children & Families, which is located at 3021 3<sup>rd</sup> Ave N, commented on the fact that by 7:30 am all the parking spaces are taken up in front of their building and that they are there all day long, which makes it hard for their clients with multiple small children to find a close parking spot. Donna was open to the option of having the 2 hour enforced meters put in, but would also like a 10 minute meter placed in her area, Chris said that he would send her the forms.

**REPORTS AND ACTION ITEMS**

**Approve minutes from February 2012 meeting**

Corrections: February 14<sup>th</sup> meeting, page 2 changing “grabbed” to “bagged”.

Bruce motioned to approve the amended minutes from the February 14th meeting. Leticia seconded the motion. All members were in favor and the motion carried.

**February 2012 Monthly Report**

- Increased monthly spaces in Park 1 by 10%
- Park 2 increase in cash sales & decrease in Park and Shop validations
- Cash sales up for Park 2 because of tournaments and Crowne Plaza events

**2012 Rate Increase Draft Proposal**

Chris commented on the fact that the Parking Reserve fund, passed down through the administrative order, says that all City Divisions must maintain 1/12<sup>th</sup> of the **division's** revenues unless stated by requirements. Chris would like to slowly grow that revenue back up to be able to fund a large capital project, which as it stands the fund is starting FY13 negative \$624,000. Chris also talked about the change in the frequency of courtesy tickets and stopping the transfer from the general fund, which he included in his initial trial report and what impact that would have on the shortfall of funds, this still leaves a shortfall of \$357,000. Chris was questioned on his calculations and will e-mail the spreadsheet calculations that he used to get to these numbers.

It was suggested that we look at reducing expenses before we increase rates that would affect the businesses that rent garage spaces for their employees to the small businesses that are in the downtown area, which would increase their spending anywhere from \$5,000 to \$10,000.00 a year to pay for reserved parking spots. Letecia mentioned the fact that if we raise rates in the garages, we are going to have employees **of these businesses parking on the streets because they can't afford to park in the garages.**

Chris will provide a cash flow or forecast for the next quarter, so the Board can see what is upcoming and what the impact will be with the decisions that the Board will be making in regards to the big deficit that the Parking Division is facing. Chris will also provide some historical data over the last 18-24 months so the Board can look at the revenues and expenses and will provide a better explanation on where the Parking Division can make additional expense reductions as well as other alternatives for revenue increases. Bruce McCandless informed the Board that the reason that the rate increase was being discussed at this time was because he would like to see something in affect around July 1, 2012.

## **OLD BUSINESS**

### **Free Parking Trial**

It was suggested that the data needs to be presented and looked at before discussing the removal of the bags. Chris will send out a survey on Survey Monkey to all downtown merchants as well as customers who have bought a permit, inquiring on where they are parking and how it is working out for them. Chris will be in touch with Sue Ping to gather all the e-mails.

Bruce Simons suggested that the Board possibly contact some businesses and see if they still need the 10 min. zones that were placed in front of their businesses a long time ago. Chris informed the board that he could possibly put together an inventory of where the 10 minute zones are located and review them periodically.

The Free Parking Trial is up next month and the Board needs to looking at what needs to be presented to City Council, extend the parking trial 60 more days or end it. Chris will present the Board with a summarized data report and a financial impact statement

that will be able to be presented to City Council. During this period, the bags will be left on until the final decision is made.

### **Anti-Shuffling Ordinance**

Keeping under Old Business for further discussion.

### **Site Development Code Changes**

Keeping under Old Business for further discussion.

### **Park 4 Sale**

Bruce McCandless informed the board that there was an offer made last week, the information has been handed over to the Finance Department to calculate the numbers. It will go to Council either the 2<sup>nd</sup> meeting in April or 1<sup>st</sup> meeting in May.

### **Street Vending Update**

Chris informed the board that he talked to Francisco, owner of the vending truck, and informed him that he is not able to leave the bags on overnight; they have to remove at the end of the day. Letecia would like to see a policy that is going to prevent the abuse of vending and it was also mentioned that the Council would like information on what other cities do, Chris will provide the information and have Legal staff look into the vending codes.

## **NEW BUSINESS**

### **Downtown Alliance Report**

Nothing to report

### **Informational Items**

None to discuss

### **Adjourn:**

Meeting was adjourned at 5:58 pm