

**Parking Advisory Board  
Meeting Minutes  
March 10, 2015**

**Board Members Present:** Don Olsen, Chairperson; Patty Nordlund; Leticia Moore; Andy Piccioni; David Fishbaugh; Joni Harman; Gordan Gooselaw

**Board Members Absent:** none

**City Staff Present:** Tracy Scott; Bruce McCandless; Megan Hodson

**Guests:** Councilman Yakawich; Greg Krueger; Lisa Harmon

**Call to Order:**

Chairperson Olsen called the meeting to order at 4:00 p.m.

**Minutes:**

The January 13, 2015 minutes were approved as presented.

**Reports:**

- Garage Summary

Tracy explained she has been busy working on the FY 16 budget and the Supplemental Budget Requests (SBR). Tracy explained there have been complaints about the Empire Garage being vacant. Tracy advised the garage has been rented out at max capacity. Some of the larger companies are paying, however, they do not have their spaces leased. Tracy explained that Mr. Burns, from Kimley-Horn, suggested double renting the spaces until the companies are able to lease out their spaces. The Board would like Staff to study and make another agenda item at a later date.

**Informational Items:**

- Board Orientation

Bruce McCandless explained that City Council members go through an orientation between being elected and sitting on the Council. Bruce asked if the Board would be interested in a similar program to help the new members become more familiar with parking, policies, and the rules on participating and running the meetings. If the Board is interested in putting something together, the Board needs to let Bruce know and then decide to place on a future agenda.

### **Downtown Alliance Report:**

- Senate Bill 360 will be heard on Monday, March 16<sup>th</sup>, 2015 and if passed it will then go to the House.
- The St. Patrick's Day Parade is Saturday, March 14<sup>th</sup>, 2015, which will have a rolling closure and Broadway Avenue will be closed for the Celtic Fair.
- The Pita Pit is now opened and the Big Dipper Ice Cream will be opening soon.

### **Public Comment:**

Councilman Yakawich thanked the Board members for volunteering and taking on the responsibilities of the Board.

### **Agenda/Action Items:**

- Board Authority and Responsibility – Policy, Operational, Transformational

Chairperson Olson gave an over-view of the draft Final Report of the Strategic Plan being presented to Council and Council wanting a direction from the Parking Advisory Board. He explained the Strategic Plan has numerous options and the Board needs to discuss how to move forward with the plan.

Chairperson Olson explained and gave examples on how the Parking Advisory Board currently operates. He explained the differences between Policy, Operational and Transformational among City Council, City Staff and Parking Board.

The Board questioned whether Parking needs a Board to operate. Staff stated that the Board is an important asset and Parking needs citizen and consumer advice. Recently, City Council gave authority to the City Administrator for making changes and decisions anywhere inside the meter zone with the recommendation of the PAB.

The Board discussed and clarified the steps to take when they decide to present their recommendations to Council. Bruce explained the presentation to Council was just the draft final report and Staff would like any comments and responses from the Board to transmit back to Mr. Burns.

Leticia motioned that the Board's focus and responsibility will be to help assist on writing parking policies and transform parking of the plan and leave the operational alone. Gordan seconded the motion. The Board discussed that some of the operational items need to be part of the Board's discussion. For example, the garage equipment gate control proposals. Andy amended the motion to say "assist in operational decisions" instead of "leave operational alone".

The Board discussed their role as being defined and having no authority. Leticia withdrew the motion. Andy motioned to table the Board Authority until a later date. David seconded. The Board approved the motion.

Bruce explained that this is the Board's opportunity for change. The Board discussed that their structure and authority are at the top of the priority list at this time. The Board believes that they need more authority in order to help assist the Parking Department in reaching the goals of the Strategic Parking Plan.

The Board's next regular scheduled meeting will be to focus on Primary Action Item #8 (Create a More Vertically Integrated Downtown Parking System and Re-Focus and Re-Energize the Parking Advisory Board). The Board wants to work on and formalize the structure, make-up, and authority of the Board, and then vote to send to Council.

**Adjournment:** 5:56 p.m.