

## MINUTES

### Parking & Traffic Committee Meeting January 10, 2019, 4:30 p.m.

Members present: Mark Bednar, Chairman, Danny Zimmern, Clay Roesch,  
Kevin Lehman, John Peacock  
Lissa Dees, Executive Director

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

- a) Ms. Dees confirmed the meeting was properly noticed.
- b) Motion for approval of the proposed meeting agenda, with two additions (cameras in garage and city council representative), carried unanimously.
- c) Motion for approval of the minutes from the Parking & Traffic Committee meeting held December 13, 2018, carried unanimously.

### Ongoing Business:

- a) Public Parking Signs Harborview Garage
  - 1) Exec. Dir. Dees advised the signs have been installed. This is now a completed item and it will be removed from the agenda going forward.
- b) Platform transition
  - 1) Exec. Dir. Dees explained the progress of and plans for DIB's transitioning from Premium to Passport Platform. The soft launch to begin using Passport will take place on Friday, February 1, 2019, and the hard launch will follow on Monday.
- c) Valet parking letter – Update
  - 1) Exec. Dir. Dees spoke with Mr. Mitchell concerning The District's use of parking spaces for its valet service. Ms. Dees asked for clarification of the committee's approval of the letter in its current form.
  - 2) Motion for approval of the letter carried unanimously. Staff will send it to violators in the future.
- d) Jefferson Garage guard shack removal
  - 1) Exec. Dir. Dees explained that because of when the guard shack was installed, a mandatory asbestos test must be performed. After this result is received Ms. Dees will update the committee as to the removal of the guard shack.
- e) Parking Master Plan – Discussion
  - 1) Exec. Dir. Dees asked for clear marching orders from the committee so that she can assure the data that staff is collecting is in line with the goals of the committee.
  - 2) Member Zimmern made a motion for data to be collected and for the committee to make a presentation to city council in June of 2019 to support dynamic pricing. Motion seconded by Member Peacock and carried unanimously.
  - 3) Member Lehman made a motion at the next meeting to have the in-house density data available for the committee. Seconded by Member Peacock and carried unanimously.

### New Business:

- a) Cameras in the garage
  - 1) Member Peacock had a brief conversation with the mayor and spoke with Chief Lyter. The mayor has requested that cameras be installed in the parking garages.
  - 2) Exec. Dir. Dees also met with Sgt. Briarton and has an upcoming meeting with Chief Lyter and others to address the mayor's request. Exec. Dir. Dees reminded the committee and informed PPD of the camera security system that exist in the garage.
- b) City Council representative
  - 1) Member Peacock inquired of Councilwoman Hill if the issue of an appointment has been discussed. Typically, it is the District 6 member. Councilwoman Hill has heard nothing on the subject.
  - 2) Exec. Dir. Dees will discuss with the new city administrator at an upcoming meeting the appointment of someone from the city to sit on the committee.

### Financial Report:

- a) December financials - Approval
  - 1) Exec. Dir. Dees provided the December financial and treasurer's reports.
  - 2) Member Peacock made a motion to approve the financials. After some discussion, the motion was seconded and carried unanimously.
- b) JSG Reserve Fund Finance Committee recommendation – Update
  - 1) Exec. Dir. Dees has not yet received the recommendation from the Finance Committee. Ms. Dees suggested that by March we should have a recommendation on how the funds can be better invested.

### Public Comment:

Public comment was given by Ms. Dottie Dubuisson.

### Adjournment:

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