

## MINUTES

### Parking & Traffic Committee Meeting June 13, 2019

Members present: Mark Bednar, Chairman  
Danny Zimmern, Kevin Lehman (via telephone), Cheryl Young  
Lissa Dees, Executive Director

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

- a) Mrs. Dees confirmed the meeting was properly noticed.
- b) Proposed meeting agenda approved unanimously.
- c) Minutes of the April 9, 2019, meeting approved unanimously.

### Ongoing Business:

Exec. Dir. Dees updated the committee on the following matters:

- a) JSG spalling repair
  - 1) Staff will continue to work with the current contractor to receive a bid and will pursue one other as a point of reference.
  - 2) Mrs. Dees recommended that the spalling repairs be assessed this year and placed in the 2020 budget.
- b) JSG entrance landscaping/painting
  - 1) A concern was expressed about the pots in the street getting hit or stolen. Staff will continue to monitor this.
  - 2) Mr. Lehman asked about irrigation in the pots. Mrs. Dees explained that the ambassadors will water the plants for the first two months while the roots are taking hold; and that a gel was placed in the pots that absorbs water and will keep the soil moist.
- c) JSG lighting is complete.
- d) JSJ elevator camera will be completed on the June 19.
- e) JSG pay station hardware
  - 1) Cox electricians should be completing the final connections today. This should be reported as complete next month.
- f) JSG ECUA water leak
  - 1) ECUA allowed for a one-time adjustment of \$1600-\$1800. Full credit was received, and service was resumed as a sprinkler drip system only, at a much lower rate.
- g) Removal of broken lollipops – completed.
- h) City Council report
  - 1) Mrs. Dees will send the final report out to all members individually, highlighting what DIB has accomplished the last six months.
  - 2) Motion made by Mr. Zimmern to direct Mrs. Dees to prepare the report, provide it to all members via email and receive suggestions back from members.

- 3) The motion was amended to clarify that the report was a discussion item but was not approved by the committee because it was received after the meeting. Motion carried unanimously.
- i) West side enforcement hour changes – completed. Machines were updated and signs have been installed.
- j) Three additional pay stations
  - 1) Pay stations have been ordered and should be received this month.

### New Business

- a) JSG rates – Tabled until staff can provide more information at its next meeting.
- b) City signs
  - 1) Staff is working on an overall plan to replace outdated signs and this will come back before the committee.
- c) Tarragona lot
  - 1) UWF Historical Trust approved DIB's proposal. Mr. Stebbins is working on updating the interlocal agreement. After both attorneys' review it will be brought back to this committee and DIB for approval.
  - 2) Mr. Zimmermann made a motion that Mrs. Dees discuss with the DIB the suggestion that we can show UWF an economic model that they will be paid more than \$1600 per month, but we are not comfortable making them a guarantee of \$1600 because it's public funds. After some discussion the motion was withdrawn.
- d) Escambia County garage – contract
  - 1) Renewal of the contract to run special events out of the garage was tabled by the county. At the county's request, Mrs. Dees is compiling information to submit for the county to decide on whether to renew DIB's contract.
- e) Citation collection letter legal changes
  - 1) Mr. Stebbins suggested that language be added to DIB's collection notice in order to comply with Florida Recovery Credit guidelines.
  - 2) Ms. Young made a motion to add the language. Motion seconded by Mr. Zimmermann and carried unanimously.
- f) Consultant support request
  - 1) Mrs. Dees asked for approval to use the consultation of Greg Darden and his team, at the quote that was provided.
  - 2) Mr. Zimmermann made a motion that Mrs. Dees be authorized to spend \$1,000 in the next month on the consultant of her choice and bring back a more fine-tuned proposal for a longer-term arrangement by next month. Seconded by Ms. Young.
  - 3) Motion carried 3-1 with Member Lehman dissenting.
- g) Fourth parking ambassador changed to full time
  - 1) Member Young made a motion to approve the fourth parking ambassador changing from part-time to full-time. Seconded by Member Zimmermann and carried unanimously.
- h) Mr. Zimmermann proposed that the chairman of the parking committee form a committee to study spinning off the parking committee and becoming an independent parking authority, so that the committee can meet and discuss parking issues out of the sunshine. After much discussion, the proposal was withdrawn.

Financial Report

- a) April financials – approved unanimously.
- b) May financials – approved unanimously.
- c) JSG Reserve Fund CDs – completed.

Public Comment: None

Adjournment: The meeting was adjourned at 6:30 p.m.