

**Parking Advisory Board
Meeting Minutes
November 18, 2014**

Board Members Present: Don Olsen, Chairperson; Bob Carr; Patty Nordlund; Leticia Moore; Andy Piccioni; David Fishbaugh;

Board Members Absent: Joni Harman; Mike Craighill

City Staff Present: Tracy Scott; Megan Hodson

Guests: Greg Krueger

Call to Order:

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

Minutes:

The October 14, 2014 minutes were approved as presented.

Reports:

- Garage Summary

Tracy explained the space number in Park Two is still off and is a top priority.

Information Items:

- Cleaning of the Garages

Tracy advised she is looking into hiring a temp for six months in March. There will be better weather for more deep cleaning. Parking has purchased two new enforcement vehicles, which also can be used for cleaning. Tracy believes there is a need for two full time cleaners.

The Board expressed concerns about the stairwells. Tracy explained with the cold weather it is harder to fully clean the stairwells. However, vacuuming and wiping the hand rails can continue with the cold weather. Tracy will check with other Parking operations on how they wash/clean their stairwells.

The Board suggested contracting out washing the garages. Tracy explained with high pressure washing, Parking would need to recollect all of the water so it would not go down the storm drains.

The Board would like to discuss this item further and leave on the agenda.

- Parking Strategic Master Plan

Tracy reported that the City had received a draft report from Dennis Burns. Bruce made a couple minor changes and sent the report back. Mr. Burns will be sending out a draft final report within the next couple of weeks. The Board would like to see the draft final report before it is sent back.

- Minnesota Avenue

The Minnesota Avenue project has been completed. Parking is currently working on signage for the Skate Park lot.

- North 27th Street Lot Update

The meters from the middle row were removed and the re-striping of the spaces have been completed. After the weather warms up, Parking will install new poles with signage designating each space. The redesign added two handicap spaces and one more space to be rented.

- Estimated Cost of Re-naming Garages

Parking called to get estimates, however, the business needed more specifics to give an estimate. The business estimated minimal cost would be \$3,000 - \$4,000 per garage. Tracy suggested a sign that would allow downtown advertisements. The Board discussed the reasons why to re-name the garages. The Board asked Staff to contact the Empire Garage Association Owners on re-naming the Empire. The Board would like to further discuss this item and leave on the agenda.

Garage Security Suggestions:

There have been complaints about transients in the garages following people. The Management Group has asked their security to check the perimeters and move people along. The Board suggested changing the security enforcement hours to an earlier time in the winter months. Tracy will look into the current security contract and will start the process on getting quotes from other security companies.

The Board would like to discuss this item further and leave on the agenda.

Downtown Alliance Report:

- The summit for transiency and public intoxication had a great turn-out and is moving forward.
- The Holiday Parade and the Christmas Stroll will be held together this year.

- The old Western Security lot has been temporarily turned into a Diamond Parking lot.
- There are multiple businesses opening up downtown - Pita Pit, Mad Cupcake, Doc Harpers, Rocke Gear, Pub Station, and the Independent Movie House.

Public Comment:

No public comment.

Agenda:

- The Board would like to discuss Garage Signage at the next meeting.
- The Board asked Tracy to discuss, at the next Empire Garage Owners Association meeting, if one of the members would like to be on the Parking Advisory Board.

Adjournment: 5:31 p.m.