

**Parking Advisory Board
Meeting Minutes
December 10, 2013**

Board Members Present: Don Olsen, Chairperson; Leticia Moore; Mike Craighill; Bob Carr; Joni Harman; Edward Arnold

Board Members Absent: Tabitha Frasca; Will Gilbert

City Staff Present: Bruce McCandless; Saree Couture; Megan Hodson

Guests: Greg Krueger; Lisa Harmon; Councilmember Ronquillo; New Councilmember Yakawich

Call to Order:

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

Minutes:

October 8, 2013, and November 20, 2013, minutes approved as presented.

Reports:

• **Parking Garage Summary**

Saree advised Park One roof spaces have been rented from the City Planning Department. Some monthly renters moved from the roof to covered spaces. The Park and Shops are down, which is predictable for the season. There was a concern about Park Two not being enforced. Saree advised Park Two will start being enforced and bring an update to the next meeting.

• **Empire Parking Garage Update**

The weather has been a challenge on the construction of the garage. Deck 4 A has been poured. There will be a different validation system in the Empire Garage compared to the other city garages. The merchant may be able to pre-purchase a validation card and give it to their guest. The garage will be a "no" cash garage. The completion schedule is mid-April. The brochures and ads will be running for the retail spaces soon.

Information Items:

- Northern Hotel/1st Avenue North Parking Meters

Saree advised the State is pursuing indemnification from the City. Kelly Addy, Deputy City Attorney, is working on the case. The next step is to get a response from the State and proceed.

- Minnesota Avenue/North 27th Parking Lot Layout

Saree advised the final plans are done for Minnesota Avenue. The estimated cost is \$25,000, but hopefully will be less. There will be an amendment to the budget. She will get the packet ready for three written quotes. The surrounding businesses are pleased with the layout. The completion date will hopefully be in April, weather permitting.

The Board reviewed two proposals for the North 27th Street parking lot layout. The Board discussed options of having no meters, and making the North Lot strictly reserved, or having a couple of meters. Leticia suggested moving the few monthly renters from the South Lot to the North Lot, and making the South Lot metered and the North Lot reserved. Saree will look into it and research the businesses that utilize the spaces in the South Lot.

Downtown Alliance Report (Greg Krueger):

- The Holiday Parade was a success.
- The Staff has been working hard with removing snow.
- The BID is up for renewal in January.
- The Alleyscape project is moving forward.

Public Comment: None

Agenda:

- Don advised Steve Bruggeman resigned from the Board. Don would like to discuss next month filling the vacancy on the Downtown Partnership Board.
- Parking Planning

The Board discussed how it is currently advisory only, and would like to have some kind of management authority to improve Parking.

Lisa presented a PowerPoint presentation on Cedar Rapids and Missoula's parking structure. Dennis Burns, from Kimley-Horn Associates, Inc., assisted Cedar Rapids and Missoula with their strategic master plans. The Board would like to pursue a strategic plan for Parking, with Council's blessing.

The strategic plan will help improve the perception of parking and link parking to the community and economic development of downtown. The Board agrees Cedar Rapids and Missoula are very successful parking management structures. They would like to present these successful parking structures to Council at the work session on January 6, and the reasons to pursue a strategic master plan.

The Board scheduled a special meeting on December 18, to discuss a final plan to present to Council.

Adjournment: 5:45 p.m.