



PARKING ADVISORY BOARD

MINUTES

JULY 7, 2020

8:00 a.m. – 10:00 a.m.

SECOND FLOOR

CSAC – COUNCIL CHAMBERS

Members present by roll call: Frank Morrison, Mark Bachman and Erin Krueger

Absent: Casey Peterson, Tony DeMaro, Michelle Carr

Also present: City Attorney Joel Landeen, Finance Officer Pauline Sumption, Lt. Cathy Bock, Sgt. Darren Soucy, Sarah Hanzel, Mayor's Committee Liaison Sammi Kenzy, and Administrative Secretary, Robin Garner

No quorum present. No action taken.

Meeting began at 8:04 a.m.

UPDATE ON PARKING CHANGES SINCE LAST MEETING-Cathy Bock

Lt Bock provided a presentation regarding changes since the last meeting including a financial overview, a summary of parking appeals and a graph of meter occupancy

1. March 20th the 15 minute free button changed to 30 minutes
2. April 4th the 30 minute free button changed to 2 hours free and Saturdays free
3. June 1st the 15 minute free button and Saturday enforcement resumed

NOTES

Lt. Bock mentioned that during COVID, 2 parking enforcement staff were reallocated to the police department saving money in parking labor. One enforcement officer has come back to parking one stayed in PD as an opening came up. Parking enforcement will stay with 3 officers until after the new-year before moving back to 4.

Clients are still using the free button all day long in front of the Elks and the Alex Johnson

With regard to citation notifications and collection, Lt Bock said notices were sent on old tickets (back to 2016) over \$25.00 due to cost. There is also a cost to pull registrations. IPS was closed for a couple of months due to COVID so no notices were sent and multiple late fees were then applied so the 2nd late fee is being dismissed.

Lt. Bock will be contacting IPS for fee reimbursement for time they were not open.

There is currently a pay station that is not working due to a modem issue.

Lt. Bock introduced Sgt. Darren Soucy, replacement for Sgt Wayne Asscherick who retired in June.

Finance Officer Pauline Sumption added that less than 20 on street parking permits are being held but not being charged due to employees being furloughed. Some have come back already, so that should pick back up shortly.

NEXT STEPS

1. Vigilant upgrade to HD cameras
2. Plate based permits for the lots
3. Gate at top of ramp for Alex Johnson guest (Alex Johnson to install and pay for)

PUBLIC COMMENT. None

ITEMS FROM BOARD MEMBERS

Sammi Kenzy Laision from the Disabilities Committee brought forward the issue that is still happening with people parking in handicap parking spot leaving handicap persons unable to park and unload. She also mentioned that there is no handicap parking at the ASA ball fields for the grandparents who need them. Lt. Bock said that they will look into it.

Lt. Bock explained that all handicap persons parking at meters will receive a warning the first time, but all meters are handicap accessible so they are not free anymore. She added that handicap persons can park in unmetered spots (2 hour parking areas) without having to move. Kenzy asked if the handicap spots could be accessible for vans only for unloading purposes. Lt. Bock said that all legal guidelines are being followed and there is no legal way to distinguish who can park in those spots for unloading purposes; if they have a placard, they can park there. Kenzy asked for more pr (public relations) for handicap parking. City Attorney Joel Landeen said that there may be some psa (public service announcements) availability that could be utilized through radio stations. Kenzy will contact City Communications Coordinator Darrell Shoemaker for assistance in looking into a getting a psa through a radio station or MIDCO.

Sumption said the projections for revenue were right on track before COVID.

Lt. Bock informed the board that if people are seeing expired meters and people are not receiving tickets, it may be due to phone payments that do not show up on the screen.

A reminder that the 6th and St. Joe lot is now all leased parking.

Sarah Hanzel presented written comments she received via email. The comment is regarding an area by the YMCA where there are some single family homes. The parking change affects roughly 12 to 14 people who own homes over there. The gentleman who sent the email and lives in that area recommends that the Board consider a lower rate of a permit for owners parking in front of their homes. Hanzel said this could be something the Board would like to consider. The Board felt no parking changes are needed in this area at this time, as it would not be consistent for others living downtown.

There was a small discussion on people shuffling and also shuttling people to lots that are farther away.

A procedure for submitting comments for the Board was discussed. IT Director Jim Gilbert will be asked to create an email for the community to submit comments and then shared with the Board at the quarterly meetings.

SET DATE AND TIME OF NEXT MEETING The next meeting date will be Tuesday, October 6, 2020 at 8:00 a.m. (1st Tuesday of every quarter at 8:00 am.)

The meeting ended at 9:28 a.m.