

DOWNTOWN PARKING TASK FORCE
Meeting Minutes – January 8, 2020 at 3:00 PM
Courtyard Conference Room

Committee Member

Ward Warren – Chair
Rob Pell – Vice Chair
Troy Yoho
Michael Holzinger
David Leverenz (absent)

Staff/Council Liaisons:

Dwight Faszer II – Council Liaison (present)
Lora Glover – Director PCD (present)
Michael Byrne – Property Management (present)
Sergeant Ed Burke – Public Safety (present)

Guests: None

1. Roll Call:

- a. Chair Warren opened the meeting at 3:00 p.m.

2. Introductions:

- a. None

3. Public Comment:

- a. None

4. Approval of Minutes: December 11, 2019

- Page 2, item 6, a. 7 “usually brown” changed to white lettering on brown background.
- Page 2 item 6, e. change “Have one” to “Have at least one”.
- Page 2, item 6, e. add “for” in between “dedicated to Downtown” and “Consistent Enforcement”

MOTION/VOTE

Chair Warren moved and Vice Chair Pell seconded the motion to approve the minutes from December 11, 2019 as revised.

The vote resulted as follows: “AYES”: Chair Warren, Members Pell, Holzinger, and Yoho.

“NAYS”: None. Abstain: None. Absent: Leverenz

The motion passed.

5. Action Items

- a. Salmon Lot Permit Rates for future permits
 - Pell mentioned that this topic had been discussed and decided on at the last meeting.

MOTION/VOTE

Vice Chair Pell moved, and Chair Warren seconded the motion to recommend to Council that the price of permits at the Salmon Lot be reduced to half of the current rate at the beginning of the next permit period for both 6 month and year-long permits. That would be \$60 for a 6 month permit and \$120 for a year-long permit in all currently permitted spots.

The vote resulted as follows: “AYES” Chair Warren, Members Pell, Holzinger, and Yoho

“NAYS”: None. Abstain: None. Absent: Leverenz

The motion passed

- a. Recommendation to give Cadets the ability to write Handicapped Parking tickets
 - Sergeant Burke reviewed that we would have to have a Municipal Code made that brings over the verbiage from the Oregon Revised Statutes on handicap violation. For the State, only a sworn officer or a volunteer can write that ticket. A cadet or a CSO doesn't fall into either of those two categories. So if you bring it over into the Municipal Code, and then give the ability to anybody who can normally write a parking ticket to this new Municipal Code, cadets, CSO's, sworn officers, volunteers, anybody who we want to write tickets would be able to.
 - Warren replied that staff would need to present this code to Council.

MOTION/VOTE

Vice Chair Pell moved, and Member Holzinger seconded the motion to recommend to Council to pass an ordinance that allows anyone who can normally write parking tickets be able write handicap tickets.

**The vote resulted as follows: "AYES" Chair Warren, Members Pell, Holzinger, and Yoho
"NAYS": None. Abstain: None. Absent: Leverenz**

The motion passed

6. Matters from Committee Members and Staff

- a. Review Parking Study
 - Chair Warren said he has been monitoring the Growers Market Lot for awhile and that lately it seems there are more cars there during the day. He called Travis Boersma. Currently they have 211 employees working in Downtown. Chair Warren counted 50 spaces at their location. Mr. Boersma says that employees are directed to park in a few spaces by their Sixth Street Stand. That leaves about 140 employees parking in other areas such as the Grasshopper Lot. Chair Warren drove "E" & "F" Streets today right before the meeting there were no spaces on "F" Between Fifth & Sixth Streets and only a few in the same area on "E". So this area is a problem area and with the planned bus stop, it would only get worse.
- b. Proposed Bus Stop on "E" street
 - Director Glover said that Scott Chancy said the bus stop is at least a year out.
 - Chair Warren suggested that the City hire a consultant to look at the viability
 - There was more discussion about locating a bus stop in the County's small lot in that area.
 - More discussion that the City has not received an impact study or an application from the County for this and that it would probably take a discussion between Commissioners, Council President, Mayor, and City Manager to discuss this.
 - Director Glover discussed that we would require the County to have an impact study done when they submit their pre-ap.
 - Vice Chair Pell said that the City should perhaps reach out to the County before they get to the point of finalizing their plans.

- Director Glover discussed that Commissioner DeYoung has an interest in getting the bus stop on Sixth relocated.
 - Director Glover will ask Scott if they have had an impact study done.
 - Vice Chair Pell reviewed that First Call has maybe 200 employees during the day. That and Dutch Bros are a potential huge problem for parking.
 - Vice Chair Pell urges that the issue of recommendations for potential ordinances parking requirements for large employers in the CBD of a threshold to be determined be discussed.
 - Chair Warren talked about potential zoning changes as well. The City has SDC's for other things and perhaps we should consider that to establish a parking fund that could be used to fund a parking structure.
 - There was some discussion about modular parking structures perhaps being a more economic solution than a built-in-place and how attractive a parking structure can actually be if done right.
 - Chair Warren mentioned that he may call Clint to come share information about parking structures.
- c. Boot Law Legality
- Sergeant Burke said we are able to use boots and now policies and procedure are being worked out to decide under what conditions they may be used such as notifications to vehicle owners prior to being eligible for that step, with Finance, amounts owed that trigger their use, etc.
 - Sergeant Burke said that they are also implementing the new parking ticket software and doing both concurrently. Estimated implementation date will be in 4 to 5 months.
 - Vice Chair Pell mentioned that we are clear that the boot is for extreme repeat offenders and Council needs to decide what that is. And extreme repeat offenders are never customers. They are owners and employees.
 - Vice Chair Pell said that this holiday season parking was a success with him, Nick King, and others. There was "movement".
- d. Redwood Lot dumpster space update
- Michael Byrne showed pictures of the areas that were painted and parking stops installed to define areas for dumpsters. He met with Republic Services to determine what layout would work for them.
- e. Review the process for identifying signs that are not effective
- Vice Chair Pell passed out a written summary of the signage issues that were observed during the drive-around downtown last month.
 - Signs should primarily be for form and then for aesthetics.
 - The font is too small.
 - Mike will bring plexiglass inserts for the parking lot sign topper "P"s painted different colors to the next meeting.
- f. Special Event Sign review
- An example of the new larger sign was shown

7. Future Agenda Building for Next Meeting

- Vice Chair talked about parking impacts of increasing mixed-uses of buildings if the upstairs areas of more buildings were utilized for residences and/or offices. Maybe a topic for a future Parking Task Force that gets together.
- Director Glover said that staff is working on bringing the topic to Strategic Planning and then hire a structural engineer and see what the cost might be to modify a few buildings to handle a sprinkler system and then see about expanding the urban renewal grant program to help.
- Perhaps some of the larger private parking lot owners lease space to allow for residential parking spaces.

8. Adjourn

a. 3:59 pm

Next scheduled meeting: Wednesday, January 22, 2020 @ 3:00 pm in the City Manager's Conference Room.

Minutes prepared by Mike Byrne, City of Grants Pass, Parks and Community Development Department.