

DOWNTOWN PARKING TASK FORCE
Meeting Minutes – February 26, 2020 at 3:00 PM
Courtyard Conference Room

Committee Member

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

Staff/Council Liaisons:

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

Guests:

Sean Bassinger – Courier
Tyler Flaming – City Councilor

1. Roll Call:

- a. Chair Warren opened the meeting at 3:05 p.m.

2. Introductions:

- a. None

3. Public Comment:

- a. None

4. Approval of Minutes: February 12, 2020

- The County’s existing plan was not a good plan
- “more reasonable location for the bus hub”

Discussion about the motion regarding the on the bus hub. DJ explained he did not update the Council on the motion; DJ stated that the bus hub is not in the purview of the Task Force. Ward said he had the conversation with Aaron. Ward questioned how that topic was not in their purview. They were appointed by the Council to discuss parking problems in the downtown. Ward stated he felt it was a concern for the task force since the bus hub will be losing 12 parking spaces downtown. Further discussion between DJ and Ward about the pertinence of sharing the information with the Council. He feels the whole Council should hear their concerns. Ward stated that one of the Commissioners indicated the start of the project was imminent. Ward wants the City to be aware of the Task Force’s concerns. Rob stated he agreed and that their first meeting members from the public came in and talk about the location for the bus hub and expressed their concerns over that location. That is what brought the matter to their attention. He agreed that it is up to Council to decide what to do. DJ explained that two elements of the motion (traffic and economic impacts) were not in their purview. Pell explained that they wanted to the Council’s immediate attention due to the sense of urgency expressed by the Commissioners. Ward hopes to have two meetings in March to wrap up the recommendations and a workshop in April. Under 6.a. change to extra time for shopping and dining downtown. Where Rob discussed the petition that it was over 100 merchants. Rick Chapman may have a copy of the signed sheets. Rob felt the CSO could be revenue neutral if they receive ticket revenue. The only free parking for employees is not enough, certainly since it mostly consumed by Dutch Bros employees. The Growers Market is the only one that has free parking. Ward questioned whether Rob actually said he would be willing to pay into a dedicate fund for a parking structure.

Ward reminded everyone that the properties close to the Growers Market paid an assessment - Limited Improvement District. They should not have to pay for it again.

MOTION/VOTE

Chair Warren moved and Vice Chair Pell seconded the motion to approve the minutes from February 12, 2020 as revised.

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

The motion passed.

5. Action Items

- a. Central Commuter Parking Lot – Clint Scherf recommendation, an example would be if the City acquired the Bank of America building, room for the bus hub, employee parking and shuttle. Troy asked if the intent was for commuters to come in and be dispersed throughout the city?
- b. Diamond Parking Service ~ Ward said they discussed that item last week and he recalled that the group was opposed to such an option. The group agreed they do not recommend moving forward with Diamond.
- c. Rob discussed Merchant Parking Program. Times of day for monitoring, he confirmed with several merchants whether they want to be part of the program. One merchant said they did that for years and reported to Public Safety. Rob described the locations of the merchants that have volunteered along 5th, 6th, G & H. Ward stated he had also talked to a merchant near his building on E. Rob shared a form he had developed and will bring a revised form next meeting. Brief discussion around the best time for monitoring. Sgt Burke recommended earlier than 11:30 and then again at 1:30. Rob said the major reason he wanted to do this was to ensure that customer parking is available. He wants to make sure there are specific examples, not just someone always complaining. Rob described Friday night with all the lots were full, except the Salmon Lot which was 2/3 empty. We may need another sign directing traffic to Salmon Lot. People do not realize where to go. Rob feels the parking is open at 2:30, people are cleared out. He wants to give an idea to everyone when the heaviest activity is downtown. Troy asked what the action where the City was supposed to take with this information? Rob said he would like to give them as much information as possible, including license plates, etc. Repeat offenders and the need for additional parking. It would be good to have an ongoing snapshot of the parking usage. Troy stated the information will need to be charted out and analyzed. David said Troy makes a good point. Who is going to compile the information and develop a report? Rob stated he felt there would be staff available to produce a report with the collected data. Rob explained his efforts in the past tracking parking spaces available and providing pictures and information to Council. This information will supplement the short window of what was provided by the consultants. DJ said we need a longitudinal study for months over the tourist season to be able to analyze the impact. DJ acknowledged that it will be important to review this data and take some action. Troy expressed the importance of gathering the information over a year and then being able to turn it into usable data. Rob discussed this information could help to determine whether

we need additional CSOs downtown. They anticipate a year's time to gather information and maybe meet within 6 months to review the information. Ward stated that Lora's and DJ's opinion that this information would be valued adds weight to this recommendation. Sgt Burke emphasized the importance that complaints still need to be reported for immediate action, otherwise the business owners will become frustrated with the program.

- d. Parking Structure – Ward was concerned that focusing on the Growers Market, he would not want to displace the current location for the Growers Market. Michael stated that the market could continue in a future parking structure. Michael stated he has attended conferences which use the structures for various functions. David stated you would not leave them enough room if you took half the space. Rob felt the covered space may be a good thing for the market. Continued discussion on how to proceed with a parking structure. Staff indicated that may be another project where the Council would appoint another task force. Ward mentioned again his suggestion of the City purchasing the Bank of America building, with the combined bus hub. He feels the City should discuss that as a potential option. He feels that would be a good location and reasonably priced. That location has multiple access points. Great location. Rob stated that if we suggested a 2 or 3 story structure, the Growers Market should stay in the conversation.
- e. Ward led continued discussion on Dutch Bros employee parking. How do we develop a fair program for employee parking especially with two large employers? Ward stated they need to come up with a recommendation on the number of employees parking in the free Growers Market lot. Ward stated they should set a limit and any number of employees over that should pay \$20 per month into a fund for future employee parking. Troy said that he felt a single assessment. Everyone needs to buy their parking space. Rob gave an example of some employees parking over in the residential area free. Discussion about credit for those businesses which had their own parking. Ward stated that any business parking in the Growers Market should pay for their space. Rob stated the way the City was developed allowed each business to have one space in front of their store, and then with the other donated parking lots everything worked. The problem grew after the large businesses moved into downtown. Troy expressed concern how to determine what would be favor. What is the average employees at any given time in history. Ward stated he said they could do a compromise between businesses with number of employees, maybe an average of five. Rob stated the existing large businesses are consuming a lot of parking but not attracting any customers downtown. Troy and Michael clarified that First Call employees generally park along 4th and 5th Streets. Ward said that Dutch Bros appears to be utilizing the Growers Market. Ward asked if there were complaints about parking in residential areas. Sgt. Burke said not recently, there were complaints last year. Sgt. Burke stated that FCR has done a good job educating their employees. Ward asked how many permits FCR has purchased for their employees? Troy mentioned that many FCR employees live in the neighborhood. Ward stated that the new legislation coming down will further impact the parking downtown. Ward said he would recommend the city should consider how many spaces be designated for customer parking and how many for employee parking. The Growers Market is the only lot available north of G Street. All spaces are currently open. David asked whether three categories were being considered, customer, employee, reserved space? Ward felt that would be more difficult. Discussion with various suggestions for time

limits. UPS also uses that lot to congregate their trucks. Troy said it would be difficult, keep it customer and employee spaces. Ward stated there are seven parking lots within 7th and H Street, he would recommend a ratio of 50/50 for the Growers Market. That would give Dutch Bros 55 spaces. Sgt. Burke said the problem is the assumption that Dutch Bros would purchase the spaces. Ward conveyed a conversation with Travis Boersma over parking and he indicated Travis was willing to help. Ward said he would be willing to make a telephone call to Travis about purchasing spaces. Ward stated that \$20 per month for parking spaces was very reasonable. David was concerned about the fairness for half the employees having parking and the other half being told to find their own place to park. Rob did not believe that many customers used the Growers Market. Rob said he would like to see the parking fees going to the Parking Fund, and he would like to see 20 or more of those spots to be for open customer spots. Ward thought 20 spaces would not be enough. He would support 35 spaces, any fewer may be a mistake. Rob was concerned where the Dutch Bros employees will park, and who would be impacted. Ward said we could not sell the whole lot to Dutch Bros. Rob said they are using the whole lot for free now. Ward stated he would call Travis. Troy said this would still not solve the problem as we are still -70 spaces for Dutch Bros employees. Michael wondered what other businesses are in the area with need for employee parking, such as the Post Office, Telephone Company, auto repair, etc. Ward stated parking on E Street is already a problem. The bus stop will impact and if the Redwood Tower will further impact the area. Ward recommended the City purchase the two County lots and convert them to parking. He noted the importance to identify and acquire open space for additional parking. Rob reiterated the impact on parking if Dutch Bros employees were pushed out of the Growers Market. He agreed that the City should purchase the County lots and convert them into additional parking.

6. Matters from Committee: None

7. Future Agenda Building for Next Meeting

- Dutch Bros Parking update by Ward.
- Central Commuter Parking Lot
- Merchant Parking Program (updated tracking form provided by Rob)
- Monetary Parking Credit System for Commercial Development
- In fill development standards: integrating parking into development/building footprint

8. Adjourn

- a. 4:57 pm

Next scheduled meeting: Wednesday, March 11, 2020 @ 3:00 pm in the Courtyard Conference Room.

Minutes prepared by Lora Glover, City of Grants Pass, Parks and Community Development Department.