

**PAC ADVISORY COMMITTEE
MEETING MINUTES
Tuesday, August 23, 2016
DRAFT ACTION ITEM**

Call to Order:

Meeting was called to order at 2:37 by Juliet Sinisterra.

Attendees:

Alicia Barbieri, Laura Becker, Councilman Beggs, TJ Hake, Dana Harbaugh, Richard Kier, Andrew Rolwes, Juliet Sinisterra, Heather Trautman

Absent:

Matt Gibson, Jim Hanley, Mark Richard, Dave Steele, Tracey Stromberg, Bryn West

Staff: Sherri Vernon

Welcome:

Sinisterra welcomed the committee and reviewed the changes that have occurred in the last month.

Lantern Contract and Schedule:

Becker provided an update on the lantern project including status of the contract with the artist and the City. The projected installation date is requested to be the Friday before Thanksgiving.

Open Public Meeting Act (OPMA):

Sinisterra reviewed the formation of the PAC and noted that last January the City Council voted to formalize the committee and in the best interest of the members need to follow the OPMA. Tim Szambelan, from the City of Spokane's Legal Department, provided an overview and requirements. Szambelan noted that each committee member will need to take an online training session within the next 60 days and certificates will be kept on file by Trautman. Trautman noted that since the committee was no longer adhoc as of last January, they will need to follow these requirements in regard to structure, member terms, notice of meetings, etc. The Attorney General's office stated the reason is due to the public demanding more transparency regarding the use of public funds. Trautman also noted this process honors and protects the work the voluntary group performs. Becker asked Sinisterra to send a reminder prior to the next meeting to complete training.

Next Steps around Re-organization of Committee based on Ordinance C-35319 Section 07.08.130

Parking System Fund:

Trautman reviewed the ordinance and a copy will be sent to each committee member. Sinisterra and Trautman reviewed filled and open positions noting the City process to openly solicit for open positions. Members in attendance agreed to continue on the committee. The filled and open positions are as follows:

- Large Business Owner – OPEN
- Small Business Owner – Jim Hanley
- Downtown Resident – OPEN
- Downtown Employee – TJ Hake

- STA – OPEN
- Arts – Laura Becker (Need for clarification regarding representative from: Arts Community vs Arts Commission)
- BID (3 representatives) – Dana Harbaugh, Richard Kier and Bryn West

Sinisterra to check with Stromberg and Gibson regarding their interest to continue on the committee. Trautman reviewed next steps which include: advertising for open positions, adopting regular meeting date and time, set agenda for future meetings and drafting a mission statement.

Recent Amendment to Parking Advisory Committee Ordinance:

Andrew Worlock reviewed the amendment to the parking fund ordinance in regard to the savings from refinancing of the parking garage bonds (handout). Worlock reviewed the criteria that projects would need to meet in order to qualify for funding. Sinisterra asked if any project has been awarded yet and Worlock noted that several projects are on the radar: Jensen Byrd, Macy's, Vinegar Flats, Ridpath, however, no projects have received awards at this time.

Next Steps and Timeline around possible Parking Meter Revenue Increase:

After thorough discuss, it was agreed to postpone any action to next month's meeting. Trautman to provide projected costs for review and how invested to facilitate technology for customer experience and enforcement for easier parking.

Meeting adjourned at 4:12pm.

_____ Date: _____