

**PAC ADVISORY COMMITTEE
MEETING MINUTES
Tuesday, September 27, 2016
DRAFT ACTION ITEM**

Call to Order:

Meeting was called to order at 2:35 by Juliet Sinisterra.

Attendees Members Voting:

Alicia Barbieri, Steve Blaska, Dana Harbaugh, Richard Kier, Ellen Picken

Attendees Members Non-Voting:

Council Member Beggs, Council Member Kinnear

Absent:

TJ Hake, Jim Hanley, Bryn West

Guests: Greg Garrett and Jill Leonetti, Spokane Transit Authority; Hannahlee Allers, Assistant to Councilman Beggs

Staff: Juliet Sinisterra, Heather Trautman, Sherri Vernon

Welcome:

Sinisterra welcomed the committee and noted that minutes from the August meeting will be distributed and will be an action item for October's meeting.

Update on Committee Appointments process:

Trautman reviewed the transition and appointment process for the new committee positions. Sinisterra introduced the three new committee members: Steve Blaska, STA, Council Member Kinnear, City of Spokane and Ellen Picken, Spokane Arts. Barbieri motioned to approve the current date: 4th Tuesday per month and time: 2:30-4pm of the PAC meetings; Dana seconded the motion including the location: 10 N Post ST #400, Spokane, WA 99201. There was no further discussion. The motion passed unanimously.

Trautman will work City Council to identify vacant positions on the committee and work on drafting a mission statement. Beggs suggested that the mission statement and nomination of officers is placed on next month's agenda. Kier also questioned if the bylaws that were adopted in the beginning will need to be updated. Trautman said they will be reviewed for consistency and to insure they meet the City's process for public meetings. Barbieri asked if there is a need for an executive committee and Beggs replied that a chair and vice chair should suffice.

Open Public Meetings Act (OPMA) & Online Training – Completed by October 25th

Sinisterra reminded the committee to complete the online Open Public Meetings Act training by no later than October 25th. The link and handout will be resent to the committee.

Update on Tree Grate Selections:

Picken provided an update and reviewed the selected tree grate designs. Iron Age will be casting the grates and the City will be determining the placement of the grates in the five districts: Univerity District, Convention Center, South Core, Business, Arts and Entertainment.

Blaska questioned the difference between the Business Improvement District (BID) funding vs the PAC funding. Barbieri and Kier provided an explanation noting the BID funding from ratepayer assessments is used for clean, safe and beautification of the downtown core whereas the PAC funding from parking meter revenue provides the tangible assets, i.e., tree grates, flower baskets, artwork for the parking environment. Therefore, the PAC needs to develop a six year rolling plan to identify priorities and support projects within the parking environment to commit these funds to. It was also noted that these priorities should take into consideration ongoing and future city street improvements/construction projects.

Vanpool Update – Spokane Transit Authority:

Greg Garrett and Jill Leonetti provided an update on the Van Pool program and the need to increase van pool utilization downtown. One of the challenges is parking downtown to make it feasible for riders. After much discussion and sharing of ideas regarding dedicated parking spaces or decals for the vans, the majority preferred the decals instead of tying up parking space when not in use by vanpool. Barbieri motioned to move forward with a vanpool pilot parking program to include ten parking spaces around downtown with decals for vans for one year. Picken seconded the motion. There was no further discussion. The motion passed with one abstention.

Blaska noted that STA will market the program especially to businesses considering locating downtown. Harbaugh commented that the City should consider incentives on surface lots to increase density. Trautman will also discuss with infill housing task force. Harbaugh questioned how the process gets started. Trautman replied that with this committee recommendations can be made to the City Council. This will be added as an agenda item for next month's meeting.

Budget Priority Discussion (6-Year Capital Plan):

Sinisterra reviewed funding priorities and posed the question of where does the emphasis need to be. After discussion it was decided to bring the following documents to the next meeting: the inventory SPVV Landscaping performed, color map and description of current and future construction projects planned for downtown to maximize dollars, and to include urban forestry expansion in the larger conversation. In addition, as part of the meter boundary expansion discussion, Trautman noted the City is looking at two parking plans: one for downtown and one for the University District area. Beggs commented that parking technology upgrades should be included in the priorities. The consideration of a rate increase was tabled until February 2017 to focus on priorities and post downtown construction.

Meeting adjourned at 4:08pm.

_____ Date: _____