

**PAC ADVISORY COMMITTEE
MEETING MINUTES
Tuesday, June 27, 2017
DRAFT ACTION ITEM**

Call to Order:

Meeting was called to order at 2:32 by Alicia Barbieri.

Attending Members - Voting:

Alicia Barbieri, Dana Harbaugh, Melissa Huggins, Bryn West

Attending Members - Non Voting:

Council Member Beggs, Council Member Kinnear

Absent: Steve Blaska, TJ Hake, Richard Kier

Guests: Kevin Freibott, City of Spokane and Fred Nelson, STA

Staff: Abbey Martin, City of Spokane, Juliet Sinisterra and Sherri Vernon, DSP

Minutes – May 23, 2017:

Melissa Huggins made a motion to approve the minutes and Council Member Beggs seconded the motion. The motion passed unanimously.

Parking Strategy Plan RFP:

Abbey Martin provided an update and noted that the City has concluded the RFP review. The study will take 4-6 months to complete. Abbey to confirm on the following with Heather Trautman:

- Is the budgeted cost for both the downtown RFP and the U-District \$200k?
- Will the RFP processes for both locations be concurrent but separate?
- Will the PAC have an opportunity to review the proposals that come back and participate in the selection process?

Parking changes for 2017 Construction:

Abbey Martin handed out a packet of maps noting where parking closures will occur, temporary meter removals, two hour zones, new all day zones and two hour free zones (packet on file).

Highlights of the discussion include:

- Received feedback from businesses that the free parking after 5 pm didn't help during construction.
- Council Member Kinnear questioned if the "New All Day Zone" demarcation is new and if it is permanent. Also, whether businesses will be surveyed during the construction to help inform how things are going.
- Are these changes in regards to meter locations and the scope of the RFP work coordinated in any way (newly recommended meter locations)?
- Dana Harbaugh asked how the two hour free zones will be enforced. Alicia Barbieri believed the City will chalk the tires. Council Member Beggs noted that the City has the technology to track this electronically but it is not currently deployed.
- Location specific questions:
 - The group was very pleased about the considerations made for Tamarack

- Could there be consideration for 2hr. free parking on the south side of Riverside Ave. at Lincoln?
- On Main Avenue angled parking, is there variable time?
- For the parking lot across from Mobius, should that lot not be considered free 2 hr. because it might hurt Mobius and be used by employees of City Hall and other businesses? Is there another location to consider instead of this lot, i.e. other side of Post St. Bridge?
- What is the timing and duration of these parking allowances- i.e. when will this start? How long will it last?

Abbey Martin will check with Heather Trautman and report back.

Downtown Street Trees:

Abbey Martin commented that the City is planning to provide a ten percent match to PAC funds for replacement and fix irrigation issues. Juliet Sinisterra added that Urban Forestry might be interested in contributing based on the matching dollars they have committed for 2017. Council Member Kinnear noted that the ordinance is in the review process and all of this may change depending on the outcome of the review. However, a couple of items to consider are infrastructure for watering and who would be responsible for maintenance. Juliet Sinisterra mentioned that tree grates need to be replaced and are expensive. The new designs from Spokane Arts will require a mold which is approximately \$9,500 to \$10,000 and then to build grates is approximately \$1,000. An inventory was conducted by DSP of all trees including whether they were dead, missing or surrounded in concrete which would incur more costs to drill out the concrete. A mailing due to go out to property owners regarding their responsibilities for trees on their property will be delayed until City Council finishes their review.

Parking Message Strategy/Park Simply Flyer:

Abbey Martin provided an updated copy of the Park Simply flyer/bookmark (on file) which on the back side will educate and inform the public regarding maximum timestay at meters. The City will start to enforce maximum timestay on September 1st. A parking message strategy meeting is scheduled for July 19th and Abbey Martin, Heather Trautman, Elisabeth Hooker and Andrew Rolwes will meet before then to discuss a timeline for distributing the overtime stay education flyers.

Council Member Kinnear noted that she was at the BID/DSP Downtown Plan Update Workshop and a few of the participants believed that the parking meter revenue went into the general fund. Council Member Kinnear and Jonathan Mallahan who also attended the workshop, let the participants know that the funds go into the parking budget.

It was suggested that if/when the bookmark is updated to add in a section “Parking dollars at work” and provide examples.

Melissa Huggins commented that the plan looks good and suggested that the mapping parking lots/garages and available parking be accessible via a website. Juliet noted that this is currently a component in our new website design. Alicia Barbieri noted that she has an updated map and will share it. Andrew Rolwes added that a new parking logo signage with a white P and blue background is being marketed to parking garages which will make available parking more visible. Dana Harbaugh noted the NAC’s surface lot has free parking after 6pm. Dana suggested that an after-hours parking

strategy is needed to tie into Park Simple and signage needs to be very clear with regard to hours of availability.

6 Year Capital Plan & Updated Downtown Beautification Status/Needs:

Juliet Sinisterra provided a handout for suggested priority funding opportunities. After discussion which included water reservoirs for planters/baskets and interactive kiosks vs mobile apps, Juliet will scheduled a meeting around July 21st with Alicia Barbieri, Heather Trautman and possible Brandon Blankenagel to determine what details/guidance to discuss what the City needs from the PAC regarding the 6-year capital plan and construction coordination.

Parklets & Streatery:

Kevin Freibott, with the City, presented information on two new projects in which he is gathering feedback on to develop a draft ordinance. For more information, please go to the City's website: <https://my.spokanecity.org/projects/parklets/>. Alicia Barbieri suggested that if a tenant applies for a parklet or streatery, the building owner needs to review and approve before the City approves the permit. Council Member Kinnear clarified that the preference is to trade out a loading zone rather than a parking meter spot so parking revenue is not lost. Additional public outreach will be conducted and if the PAC has any more feedback, they were asked to email both Kevin and Council Member Kinnear.

Meeting adjourned at 4:12 pm.

_____ Date: _____