

**PAC ADVISORY COMMITTEE
MEETING MINUTES**
Tuesday, September 26, 2017-Draft

Call to Order:

Meeting was called to order at 2:38 by Alicia Barbieri.

Attending Members

Alicia Barbieri, Melissa Huggins, TJ Hake, Council Member Kinnear, Council Member Beggs, Fred Nelson in attendance for Steve Blaska (non-voting).

Absent: Bryn West, Dana Harbaugh, Richard Kier, Steve Blaska

Staff: Juliet Sinisterra, DSP; Heather Trautman, City of Spokane

Minutes – August minutes not approved due to lack of quorum.

New Business & Updates:

No update on the Mayor's approval of the two PAC applications he has received. The UD Parking Inventory Plan and DT Parking Strategy Plan RFP review processes are underway. TJ is serving on the UD selection and Andrew Rowles on the DT. Heather stated that she should have a contract in place within the month around a new parking app vendor.

Parking Fund Revenue Update: Alicia requested a revenue update from the City including the quantity and type of parking infractions. She would like a better understanding of how fees are generated and how the Parking Fund is comparing form year to year. Heather stated that she can provide updated projections but not projections not realized. Breean requested that all revenue updates show a year to year comparison based on the month presented? Breean stated that there still seems to be some confusion around what the PAC contributes to in the community amongst City staff as well.

Heather stated that typically for parking infractions, 60% goes to Court fees and 40% to Parking Fund. Heather suggested that she could talk about cost recovery and budget review at the next meeting. Breean wants to be able to verify that there are no funding shifts within the general fund once the budget is committed. He recommended a Year to Date Budget compared to Actual report done quarterly. Heather requested 30 minutes for a budget update in October.

Lori brought up Parking Add Backs along Stevens and would like to see them as part of the larger strategy plan? Are meters there still appropriate technology?

The discussion concluded with Alicia saying she would work with Heather around the details needed in a report.

Time Stay Enforcements:

Heather stated the enforcement of parking stays would start in October. Beginning with formal warnings and the transitioning to infractions. Breean requested to get an update on the impact of time stays on traffic congestion.

Lincoln Gate Update:

Melissa stated that there would be a Ribbon Cutting for the Lincoln Monroe Gateway on Friday October 13 at 10:30. Alicia cannot attend to speak on behalf of the PAC, so it was requested that Juliet follow up with Dana to see if he would be willing to attend.

Wayfinding Proposal for 2018 – Juliet reported that she had met with Amy Mullerleile, Bob Turner and Louis Meuler regarding next steps around Wayfinding implementation. Since March of 2017, the City has been internally evaluating wayfinding ROW requirements, approval processes and standards for downtown signage. City staff at that time recommended that the next steps in moving forward with implementation would be a detailed type, size and location study. Juliet would like to request a re-visit of this topic for funding in 2018, since all Wayfinding funds were deferred until 2019 due to lack of forward movement.

Meeting Adjourned at 3:55

Meeting adjourned at 4:04pm.

Date: _____