

PARKING ADVISORY COMMITTEE MINUTES

Tuesday, January 25, 2022; 2:30pm - 4:00pm

Via Microsoft Teams

Call to Order

The meeting was called to order at 2:35 by Committee Chair Alicia Barbieri

Attending Members: CM Lori Kinnear, Kris Becker, , Alicia Barbieri, Bryn West, CM Karen Stratton, Melissa Huggins, Dana Harbaugh Mike Tressider

Absent: Tim O'Doherty, Richard Kier

Staff & Guests: Matt Williams, Andrew Rolwes, Giacobbe Byrd, Shauna Harshman, Scotty Nicol

Standing Items, Updates and Reports

Alicia called for a motion to approve the minutes from the meeting on September 28, 2021. Dana Harbaugh moved and Bryn West seconded the motion to approve the minutes, and the motion carried.

Discussions and Presentations:

Discussion of review presentation: Lower revenues due to COVID may allow Parking Services to ask for ARP funds. Parking Services has two vacancies in the neighborhood team. Downtown team is fully staffed. No new positions proposed in 2022 budget. Currently have 3 vacancies on the PAC and working with MySpokane to post the vacancies. SMC related to PAC membership was adopted in November 2021. Discussed mobile payment integrator, using ParkMobile as main integrator and Passport as partner. ParkMobile will provide a single back-office system that will manage rules, rates, integrate reports, restrictions for all mobile parking payment systems. Electric vehicles for LPR system have been delayed due to chip shortage, therefore no estimated date for delivery. LPR equipment has been delivered. Electric charging stations have been installed at Parking Services shop. Review of split-block face time limits, total of 148 meters being changed. 57 meters from 2 hour to 4 hour. 18 meters from 2 hour to All Day. 3 meters from 4 hour to 2 hour. 39 meters from 4 hour to All Day. 19 meters from All Day to 2 hour. 12 meters from All Day to 4 hour. Current meter bags will not be compatible with solar panels on new meters, and kiosks will not be able to be bagged. Notified all meter bag holder in December to complete survey on how meter bags are used. Alternatives to meter bags could include mobile payment, temporary no parking zone permit, commercial loading zone, service permits, special even/construction placards. New website and blog has been added to keep up with on-street parking updates. Includes timeline of upcoming changes and mini-blog posts. Duncan Smart meters ended on 12/24 and were pulled off the street. These were replaced by mechanical (POM) meters, taken from outlying metered areas. POM meters cannot accept credit card at the meter, but can accept coin and mobile payment. Outlying meters will be replaced when new meters arrive, until kiosks arrive for outlying areas. Review of meter mock-ups: Purple meters will be 2 hour parking, Blue will be 4 hour parking, Green will be All Day parking.

Question was asked about what led to the decision for Phase 1/Phase 2 meter installation – Answer: priority was given to the areas that have the most turnover and that will be Phase 1.

Question was asked about how ParkMobile was chosen as mobile payment processor – Answer:

Through RFP process, ParkMobile and other vendors submitted proposals to be reviewed. Proposals were reviewed, interviews conducted, and software demonstrated with ParkMobile being awarded the contract.

Parking system revenue and operations update since September 2022: Kris Becker reviewed the P & L statement from 2021. Overall, down 21%. Reviewed Parking Services 2022 Adopted Budget. Total Sources = \$5,124,000. Total Expenses - \$5,172,854.

New/Old Business:

The next meeting of the PAC will be held in March unless action is required from the committee sooner, then an emergency meeting will be called.

The PAC has three vacant positions on the Committee.

The meeting adjourned at 3:22 PM.