



CITY OF BEND

**Downtown Bend Stakeholder Advisory Committee (DSAC)  
Meeting #2 May 25, 2016  
5:30 pm to 7:30 pm**

**City of Bend Council Chambers  
710 NW Wall Street**

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Those present included:

**Downtown Stakeholder Advisory Committee members:** Sarah Jordan, Karen LeTourneau, Monte Payne, Brett Yost, Shantelle Flick, Marie Matthews, Kevin English, Parry Thomas, Jeff Huey, Serena Dietrich, Jim Dickey, Eric Rock, Susan Ross and Tom Fisher

**Consultant Team & Staff:** Rick Williams, Phill Worth, Joe Bessman, Anne George, Carolyn Eagan, Kathy Montgomery

## **I. Discussion**

Rick Williams provided the group with an overview of the spring data collection which occurred on Thursday, April 28<sup>th</sup> and Saturday, April 30<sup>th</sup>. Data is still being reviewed and raw data will be presented at the June meeting. Rick did mention that the data shows a robust and constrained downtown but that there are certain areas that are not as highly utilized like the parking garage. It was noted there is a high use of permits. The purpose and intent of the parking permit program needs to be discussed in future meetings. Discussion regarding timing of summer data collection occurred. It was suggested that Wednesday and Friday be captured. Bend is a destination town so Friday numbers are important to collect, however, will not do survey on a First Friday as it is not a regular event. Survey will not occur on dates with large non-recurring events. Wednesday was suggested as it is a different day as well as the day of the downtown farmer's market which is a weekly event. Regarding First Fridays, may want Diamond Parking to collect data for the garage only on a First Friday so can compare utilization. Terence agreed to do if requested. The group agreed on Wednesday and Friday days for collection in July.

Rick Williams then led the group through a series of questions/statements to elicit challenges, opportunities, priorities and desired outcomes. The group was told to state their initial reaction and to indicate whether it was their personal response or their response as a representative for their constituency. Responses were recorded on flip charts and will be collated to come up with a draft of guiding principles. The three levels of questions to determine guiding principles include desired outcomes, what makes Bend distinct and who should be parking where. It was mentioned that there are no right or wrong answers. A consensus is hoped for and if there are conflicts, principles will be written for each.

Anne George discussed public engagement efforts planned for the project. Envisions two audiences. One for broad community engagement with possibly two meetings. One communicating data upfront and the other after plans have been drafted to make sure that the Committee is on track. The other audience is the downtown stakeholder (visitors/customers, businesses, employees, residents). Doing specific target engagement once have a draft of the guiding principles. Want to make sure the principles make sense and there is buy in. It was suggested that grouping interests (like businesses, etc.) might be helpful. Once group is comfortable with guiding principles, outreach would begin. One method would be to host a meeting in a coffee shop. It is hoped that community members would agree to host. This would be an opportunity not a requirement. It was suggested that articles in newspapers would be helpful to disperse information.

## II. Next Steps/Action Items

- Add permit map to webpage.
- Obtain Medford's rate schedule for employee parking permits.
- Discuss cash-in-lieu at future meeting.
- Incorporate or be briefed on upcoming changes to zoning and codes that would affect parking in the downtown study area.
- Be cognizant of parking study boundaries and whether they needed to be expanded.

Do we want any of the next step/action items to carry over from the last minutes?

- Send out revised (corrected) website link.
- Upload prior downtown parking studies to the website.
- Provide video link to Parking 101 session.
- Provide information to committee on current parking pass issuance.
- Provide information to committee on employment in the downtown (current/projected).
- Identify location of electric vehicle parking stalls (on-street).
- Identify location of motorcycle parking stalls (on-street).
- Consider a Code Requirements overview at a future committee meeting.
- Send out Meeting Doodle Poll