



CITY OF BEND

Minutes

Downtown Parking Advisory Committee (DPAC) Thursday, June 20, 2019

Staff Liaisons: Teresa Briggs, Carolyn Eagan

3:30pm

Roll Call: Scott Douglass, Dee Dee Cochran, Samuel Johnson, Jen Lee via phone, Michael Walker

DBBA-Ryan Smith, CET-Michelle Rhodes, Library-Lynne Mildenstein, Diamond Parking-Terence Spakousky, Park & Rec-Jeff Hagler - ex officio

1. Public comment

None

2. Approve May Meeting Notes

Approved

3. Committee Composition

Parking Management Plan Strategy 5 established a group of stakeholders to help staff implement the parking plan. Committee is staff appointed not Council appointed as it is not policy related. Council has already adopted plan and strategies. Committee needs to implement them. Downtown is its own area managed by the plan.

Discussion surrounding keeping Council informed so conflicts with Council, other committees and the public do not crop up. Possibly establish a quarterly check in with Council or create a progress report so that even if no meeting with Council, information can be shared with them in a Council memo. Make sure it is presented in business language backed by data. Create and report on performance measures. Some data can be supplied by Customer Service Requests (CSR).

Teresa has been working on documentation and policies/practices. Revenue is switching from citations to permits which is a parking best practice. There is nobody advocating for parking management so we can write our own story.

List was distributed which shows original composition of committee. Need to finish checking in with members who have not responded. City has a list of business registrations and knows who is buying permits. Discussion on who should be on the committee: Starbucks and Deschutes Brewery are important, another large employer who is buying permits, school district and Visit Bend also mentioned.

Four segments should be represented: patrons, businesses, employees, residents. Dee Dee suggested she be moved from business owner to resident.

Service industry would be good. Azure Salon, downtown night time entertainment. Scott reminded committee that need different interests on committee but that members must also adhere to the process/plan. Suggested keeping membership smaller and bringing people in when specific topics related to them are discussed. Delivery companies mentioned.

Would like to keep at around 13. Will analyze suggestions and follow up with current members who have not responded. Will come up with revised list.

4. Roles and Responsibilities

Attend meetings. Represent a stakeholder group. Support and advocate for the plan.

5. Subcommittee Discussion

Do you want to continue to work as subcommittees? At BEDAB, subcommittees do work, then recommend to full committee. Is everyone comfortable with smaller group/subcommittee making decisions?

Carolyn suggested that current committees finish current work. Come up with list for whole group. Decide what should stay with subcommittee or be with full committee.

6. Other Parking Business

Carolyn reiterated that the plan was put together based on prior strategies being in place (finances or policies in place) before moving on to later strategies. A few things can be moved around. Wayfinding issues versus creating a new brand.

City just reset parking fees, take effect July 1. Boundaries were also reset.

Mike asked where we are in the plan. He likes to know strategies and timing, a game plan. Teresa has a work plan but is very detailed. Issue of how to know if a strategy is complete. How to structure - time line or type?

Mike suggested grouping by type. Carolyn mentioned that what seems like simple administrative tasks may not be simple. Carolyn said could group or code by category but wants to keep in order. Scott mentioned that there are timelines set in plan and Council may question implementation timelines. Carolyn commented that taking away free parking is going to take longer because it is not politically accepted.

Carolyn suggested skipping some meetings and regrouping. Will work on getting stakeholders at table, getting project plans set up, looking at existing data and putting in graphs. Look at money needed for different strategies. Need project plan and next steps. Do outreach and stakeholder strategy together.

Dee Dee likes having a plan and likes subcommittee to continue to come up with marketing collateral.

Carolyn asked that Committee please respond to emails sent out. Let the pilot programs play out. Look at result of fee increases and City employee parking changes.

Samuel mentioned Uber Eats and double parking. Need to look at loading and unloading. Bring rules and regulations back.

David Abbas mentioned the job posting for parking manager will be out in a week or so.

7. Adjourned at 4:55 pm.

DRAFT