



**Downtown Parking Initiative Advisory Committee
Friday, November 21, 2014
8:00- 9:30 a.m.
BBA 3rd Floor Conference Room, 29 Church Street
Minutes**

1. Welcome

- a. Present at Meeting: Kelly Devine, Matt Chabot, Pat Buteau, Brad Cummings, Kathy Ryan, Nathan Wildfire, Chuck Deslauriers, Jim Barr, Asa Hopkins, Michele Boomhower, Diana Colangelo, Peter Keating, Dan Bradley, Jeff Nick, Max Tracy

2. Administrative Tasks

- a. Motion for Approval of Minutes from September 19th 2014 meeting by Max, 2nd by Dan- Approved - 1 abstain.
- b. Motion for replacing Jen Mincar- suppressed till next meeting
- c. Setting of Special Meeting for PAC in December to include Andy Hill of Desmond
 - i. Meeting set to December 16th 2014 @ 4pm-6:30pm in the BBA conf rm.
- c. Discussion on Setting of New PAC Meeting time for January – June 2015
 - i. Agreed to postpone planning of new meetings until December 16th
- d. Review of City Public Meeting requirement (Nate and Diana, CEDO)
 - i. Diana spoke on Meetings Schedules being required to be made public 48hrs prior to meeting
 - ii. Minutes are to be posted within 5 days after the meeting
 - iii. Nate brought up two points that 1. Minutes from these meetings will now be public and 2. That because meetings are posted, the public may attend in the future.
 - iii. This followed up with a 5 minute discussion on the rules of meetings and possible violations with suggestions of making blog posts versus emails; to keep private emails out of public record. Google Documents was mentioned by Kelly as a place to keep collected documents and correspondences.
 - iv. Matt noted that the agenda must be circulated and sent to Diana to be made public.

3. Downtown Parking Team Report



- a. Nate spoke on the Portland Trip Debrief and the key takeaways Housing- Social Services- Tourism
 - i. More affordable and workforce housing
 - ii. Lower barrier Social Services
 - iii. Establish Burlington as a destination
 - iv. Major issues revolving around zoning policy and reform are inhibiting growth in Portland and Burlington should take notice of that, as well as their signage.
 - v. Portland is on par or behind Burlington on parking
 - vi. Install Cali America meters to replace on street meters as capital budget allows
 - vii. Parking is a city dept. that generates \$4million in revenue for the general fund
 - viii. Parking garages owned by the city suffer from delayed maintenance and repair

4. Pat Buteau – gave an update on the new parking changes

- a. Revenues from credit cards are 50% (25% in the first day)
- b. All meters are in place and starting Monday 25, 2014 poles will be shortened
- c. Jeff voiced concern about running meters until 10pm and suggested 7pm

5. Desman Presentation on Parking Findings- Kelly

- a. Factoring future growth and assessing current operations Desman has made some conclusions regarding our city's parking including; underutilized mixed space lots, dynamic pricing and way-finding will have major impacts.
- b. Information for the parking Zones are as follows

<u>Zone 1</u> 39% of total parking 64% of total public facility parking	<u>Zone 2</u> 26% of total parking Balance of Public/ Private parking options
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<u>Zone 3</u> 23% of total parking Under Utilized	<u>Zone 4</u> 12% of total parking Less Availability
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- 4 Zones providing 8,081 total parking spaces
- 1,199 total street/ curb spaces (73% metered)
- 2,825 total off street public spaces
- 4,057 total spaces in private facilities

c. Jeff wanted to look into the underutilized private spaces for after business hour use, it was agreed upon and Nate mentioned it would be looked into.

d. Kelly's conclusion with suggestions from Desman

- i. Look into dynamic pricing
- ii. Make note of underutilized spaces and zones
- iii. Take in consideration Vermonters unique habits
- iv. Current enforcement efforts appear effective
- v. Alternative transportation solutions

6. Discussion-15 minutes

a. Going off of the Desman Presentation open discussion supported looking into utilizing mixed spaces, changing of metered hours and way-finding to make the parking process simpler and avoid jams around Church St.

Adjourn- Moved to Adjourn at 9:25 am by Dan, Asa 2nd, all in favor.