

# Parking Advisory Committee

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City of Leavenworth Council Chambers  
1:30 PM - 3:00 PM  
July 16, 2019

## Meeting Notes:

Chair Anne Hessburg began the meeting at 3:00 PM. All members were in attendance.

## Meeting Notes Review – June 19, 2019:

Jesse Boyd motioned to approve the June 19, 2019 meeting notes. The motion was seconded by Mike Bedard and passed unanimously.

<p><u>Members:</u> Michael Bedard Lyman/Jesse Boyd Mia Bretz Jean Dawson Kayla Applebay *Anne Hessburg Sharon Waters</p>
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## 1. By Laws

Joel Walinski provided the final version of the Bylaws for Committee Member signatures.

## 2. On Street Parking Plan

### a. Bradley Magee, Civic Smart, Inc

- i. Options regarding on street paid parking equipment
- ii. Implementation process

Mr. Brad Magee introduced himself and briefly shared his background in parking and parking consulting, which he has been in for over 30 years. He shared various examples of parking strategies that he implemented in various cities around the country. He spoke to a variety of parking mechanisms, such as “pay & display”, “pay by plate”, parking space sensors, curb sensors, single/double space meters, parking zones versus individual spaces, etc. Discussion of paid lots, free lots, employee lots, timed and paid street parking. All agreed on the need to get the long-term users (merchants & employees) into the lots and free up the street parking for short term users. Members of the committee and Mr. Magee discussed of the following parking related issues:

- Single space meters, no bill or coins, credit card only.
- Permit parking for residents, pay for others.
- Sensors in individual spaces; data is used for enforcement; Sensors can be placed in loading zones to monitor abusive parking.
- Radar sensors work in the snow; parking space, pole, or curb mounted. Can display in an app where parking is available, either individual spaces or space available in a lot; available parking can be published to a portal.
- Suggested using an app to pay for the parking.
- Escalated pay rate for longer termed street parking; encourage users to park in lots.

- Need to monitor plates to ensure the timed parking is being enforced; manage the local behavior; locals will move their car when they know parking is being enforced.
- Pay by plate; zone or individual spaces; if needed, the censor will not allow user to pay for more time without leaving the space.
- Flat fee during events/busy periods; encourage users to arrive early with a lower rate.
- License plate based residential parking.
- Change the lot rates for locals, rates on the street higher.
- Employee parking lot with shuttle service. Do not promise a shuttle service until it proves to be necessary.
- Vendors share in the parking expense to encourage downtown visitors.
- Need for license plate survey to monitor on-street parking.
- What technology, what information do we want to capture? Need to decide what problems are being solved.
- Cost approximately \$500 per space for single space metering, can get a design that fits the Bavarian Theme, \$125 additional for censor, radar based, takes the fingerprint of the vehicle, although is less accurate in the snow. Censors come with a lifetime warranty, epoxied to the ground or pole/curb mounted, combination of battery and solar powered.
- Where will employees park if they cannot have free, long-term parking? Employee permit and/or employer share in the cost. Discussion of employers and employees to find the solution for the employees.
- Use a mix of technology in spaces; reduce congestion from driving around looking for a space.
- Concern of the clutter of single space parking meters.
- Discussion of the nine random shifts from Pacific Security; possible need for more enforcement.
- Discussion of enforcement and running the parking program. Want to capitalize on the busy time and costs can be covered by the rates.
- Mr. Magee will walk the town and provide his notes to Joel Walinski; will suggest what type of paid parking needs should be implemented and will work with the appropriate vendors to coordinate.

### 3. Parking Signage – Uniformity and Gaps in information

#### a. Recommendations

Joel Walinski noted that the Parking Study states the non-uniform nature of the parking signage, as there were several installations in process during the completion of the Study. Those installations have since been completed. Discussions included the following:

- Signage at all entrances to town that state the names and numbers of parking lots. Not all members agreed with signage at the entrances to town.

- Consistency in using universal blue P signage throughout the City, in municipal lots as well as private lots. City can control all parking signage to ensure uniformity.
- Directional parking signs following a parking lot that points to more lots ahead.
- Simple parking signs, display the rules at the kiosk, not on individual signs. No fee displayed on the signage.
- Red/Green lights stating full or available parking in a lot.
- Long lines at the pay stations; can justify the purchase of additional pay stations due to those few times a year that they are needed.
- Group needs to determine the size of parking signage.

#### 4. Bike Parking Locations

- a. Council approved purchase/6 units ordered

Joel Walinski confirmed that the City Council approved the purchase of six bike racks; the racks have been ordered and will be installed once received.

#### 5. Front Street Park Master Plan

No discussion.

#### 6. Determine future meeting dates and agenda items.

- a. Potential future items:
  - i. Residential Parking Restricted Zone Areas
  - ii. Employee Parking options
  - iii. Added Capacity
    - DOT Lot Improvements
    - Parking Structure
    - Shuttle Expansion

Committee members will meet on August 1, 2019 at 3:00 PM. Discussion to include the list of goals from the Parking Study and the recommendations from Mr. Brad Magee

Respectfully submitted,

Sue Z. Cragun  
 Executive Assistant  
 City of Leavenworth