

Parking Advisory Committee

City of Leavenworth
City Hall Conference Room & Zoom Conferencing
May 5, 2022 | 3:00 PM – 4:00 PM

Join Zoom Meeting

<https://zoom.us/j/83640397646?pwd=TXNjOE93YkpwY0E0zRjdnUzBhTk02Zz09>

Meeting ID: 836 4039 7646

Passcode: 371311

Dial by your location
(253) 215 8782 US

Members:

Kayla Applebay
Marco Aurilio
Lyman/Jesse Boyd
Jean Dawson
Carl Evans
Anne Hessburg*
Momi Palmieri

Agenda Items:

3:00 – 3:00 PM	Approve 3/3/2022 and 4/7/2022 Meeting Notes
3:00 – 3:20 PM	Updates – Financial, Capacity Building, Meters & Sensors, Signage
3:20 – 3:30 PM	DOT Lot – Update on Progress
3:30 – 3:40 PM	Tubing Parking (Chelan County Icicle Bridge Project)
3:40 – 3:45 PM	Potential Roundabout at Icicle Rd & US-2
3:45 – 3:55 PM	Annual Workplan Discussion
3:55 – 4:00 PM	Comments & Questions

Future Agenda Items:

- WSDOT Traffic – CDTC Traffic Study
- Downtown Master Plan Review: Long-term plan of the downtown core parking

Parking Advisory Committee Notes

Zoom Conferencing
March 3, 2022 | 3:00 PM - 4:00 PM

Attendance: Kayla Applebay, Marco Aurilio, Jesse Boyd, Lyman Boyd, Jean Dawson, Carl Evans, Anne Hessburg, Momi Palmeri, Christie Voos, Sue Cragun, Shannon Lemons, Tom Lin.

1. Approval of February 3, 2022 Meeting Notes:

The February 3, 2022 meeting notes were approved by the Committee.

2. Aerial and Subterranean Sensor Options

- a. Christie has received two proposals; waiting on a third.
- b. Struggling to get a true picture of occupancy; 70-80% accuracy. Looking at testing different sensor types and styles – aerial and subterranean.
- c. To ensure accuracy, recommend a mix of both aerial and subterranean sensors.
- d. Working on testing with Clever Citi, Rise Tek Global, and Frog Parking; test to ensure compatibility with Leavenworth.
 - i. Rise Tek Global:
 1. 16 space test; pilot for 30 days; 98.56% accuracy.
 2. Weekly reporting hour by hour comparative results.
 3. Magnetrics and light to sense vehicle occupancy in a space.
 - ii. Clever Citi:
 1. Based out of Germany, also have directional signage that changes based on occupancy.
 2. Pole mounted aerial sensors; can sense a vehicle, size, and shape.
 3. Accurate in snow or not; provides in house system; all data into one dashboard.
 4. 8 space test under detection hooded to light poles, looking down, and sensing 8 spaces; 1 Bosch sensor as a secondary option.
 5. One sensor can sense 50 cars; good for surface lots, not street parking.
 6. Test is not free of charge; cost is \$25K.

3. Parking Update – Data, Meter Status, Parking Signage RFP

- a. Christie provided a brief update on parking revenues.
- b. Staff will need to draft an RFP that includes parking and wayfinding.
- c. May consider surveying businesses and tourists about paid parking. Consider adding a survey to the app.

4. Parking Study – Annual Workplan for Committee

Discussion of refreshing parking data, review of original goals, pinpoint new goals, and form a subcommittee to complete this task. Anne, Carl, Marco, and Momi will make up the subcommittee and report back at the next meeting.

5. Comments & Questions

- a. Public information on Residential Zone Parking and river and park parking issues.
- b. Parking lots on US 2 contribute to congestion; addressed in the recent Traffic Study; parking behind Safeway and Glacier lot can divert traffic; create a robust shuttle system.
- c. Pave Glacier Lot.
- d. Tom Lin is interested in creating additional parking spaces along the Link Transit Shuttle line. Can use as a test to find if there is a need for a parking structure.
- e. How to make public transportation “cool.”

Next meeting: April 7, 2022 at 3:00 PM

Meeting adjourned: 4:00 PM

Respectfully submitted,
Sue Cragun, Executive Assistant

Parking Advisory Committee Notes

City Hall Conference Room & Zoom Conferencing

April 7, 2022 | 3:00 PM - 4:00 PM

Attendance: Kayla Applebay, Jesse Boyd, Jean Dawson, Christie Voos, Sue Cragun, Shannon Lemons.

1. Approval of March 3, 2022 Meeting Notes:

Due to the lack of a quorum, the March 3, 2022 meeting notes were not approved.

2. DOT, P1, P2 Parking Lot Improvement Plan – Gray & Osborne to present options and get feedback

Lilith shared a parking lot layout for the DOT lot that was provided by Gray & Osborne Engineering, which includes six (6) semi-truck stalls, two (2) RV/bus stalls, six (6) ADA/Van stalls, eight (8) EV stalls, and 57 standard stalls, for a total of 79 stalls. This layout also includes restroom space, alley access, and snow storage. She displayed three different design renditions and addressed the pros and cons of each.

Discussion included:

- How many cars, trucks, RV's currently fit in the DOT lot.
- Would like to share the semi-truck spaces for use by RV's.
- May not need as many RV Spaces.
- Lot should be for day-use only; no overnight parking.
- Restroom layout and design details still to be determined.
- Bike rack system may be necessary; want to encourage alternative forms of transportation.
- Begin with fewer EV charging stations, but ensuring capacity to add more as needed.
- Do we charge for parking while charging EV?

Lilith shared a draft survey that will be sent out to the public to get a feel for what the lot will be used for and by whom. Members shared their thoughts in regard to simplifying the survey.

3. Parking Update – Financial, Data, Meters & Sensors, Signage

- Sensors soon to be tested; data will be shared with the group at the next meeting.
- March financials are trending similar to February.
- Christie shared a graph depicting parking behavior on a daily basis.

4. Personnel Update – Current and Capacity Building for Future

Christie introduced Shannon Lemons as the new Parking Manager for the City as of April 1, 2022. Shannon will be the staff representative for the Parking Advisory Committee.

Staff is looking into hiring our own parking enforcement officer to augment Pacific Security. Will start the conversation with the Council soon; there is a need for more enforcement.

5. Comments & Questions

Shannon shared some of the challenges that she has come across while out in the field.

- Driving on the closed street outside of open hours.
- User error using parking meters.
- Using loading zones for other than actively loading/unloading.

Jean shared her concerns over the closed street and challenges with UPS / FedEx drivers being able to deliver while Front Street is closed. She questioned if the City Council would want the committee's perspective regarding the Downtown Front Street Closure. There was further discussion regarding the closure, as Council is soon to make a decision on the Front Street closure at the next City Council meeting.

Next meeting: May 5, 2022 at 3:00 PM

Meeting adjourned: 4:00 PM

Respectfully submitted,
Sue Cragun, Executive Assistant