

Parking Advisory Committee

City of Leavenworth
City Hall Conference Room & Zoom Conferencing
September 1, 2022 | 3:00 PM – 4:00 PM

Join Zoom Meeting

<https://zoom.us/j/98750627146?pwd=OFRkRGxWZlAyU2U3Q0VaWGhNZUNCdz09>

Meeting ID: 987 5062 7146

Passcode: 139113

Dial by your location (253) 215 8782 US

Members:

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

Agenda Items:

3:00 PM	Approve August 4, 2022 Meeting Notes
3:00 PM	Parking Update - Revenue - Enforcement Software
3:05 PM	Projected DOT lot improvement cost discussion
3:30 PM	Whitman Street parking
3:40 PM	Proposed addition to Rate & Fee Schedule
3:50 PM	Comments & Questions; Agenda Items for Next Meeting

Future Agenda Items:

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

Parking Advisory Committee Notes

City Hall Conference Room & Zoom Conferencing
August 4, 2022 | 3:00 PM - 4:00 PM

Attendance: Kayla Applebay, Marco Aurilio, Jesse Boyd, Jean Dawson, Anne Hessburg, Matthew “Selby”, Christie Voos, Sue Cragun, Shannon Lemons, and Lilith Vespier

1. Approve July 7, 2022 Meeting Notes

Meeting notes were approved by the Committee.

2. New City Administrator introduction to the PAC

Christie introduced City Administrator Matthew “Selby” to the Committee. Christie then provided a brief background on the parking program.

3. Parking Updates

- a. Christie provided an update on parking revenue from August 2021 through July 2022.
- b. Christie will provide data on revenue generated on individual parking spaces at the next meeting.
- c. Christie and Shannon are continually working on efficiencies with parking meters and kiosks. They will move forward with expansion when the system is running as planned.
- d. AT&T and T-Mobile are in the process of permitting a new cell tower, which may help the operation of the kiosks and meters, as the kiosks run on cell networks (but they do not get priority).

4. Front Street Closure Area Deliveries

- a. Shannon is working with delivery companies about the City’s established times for deliveries within the Front Street closure area. MxM Consulting is working on delivery solutions. There are a number of businesses that get front door deliveries, which has been problematic during the street closure. This is an ongoing project.
- b. Discussion of potentially creating a “delivery lane” in closed areas. Vehicles would still need to stay outside of the street closure when pedestrian traffic is heavy.

5. Customer Pick Up Zones

- a. Staff is considering a change to the loading zones, which would add a customer pickup zone within the current loading zone and/or add specified stalls.
- b. Customer pickup zones would use the current 15-minute grace period. Parkers don’t realize that there is a 15-minute grace period; rather than installing additional signage, could create customer pickup zone. Need to be creative about getting the word out.
- c. Committee continued a prior discussion about transitioning 30-minute stalls to ADA stalls, or changing them to 30-minute or 60-minute timed zones. No conclusion was met.
- d. Staff will create communication (flyer or postcard, for example) to residents and businesses with updated parking information.

6. Proposed Addition to Rate & Fee Schedule

- a. Tabled to next meeting.

- 7. Comments & Questions / Agenda items for next meeting**
 - a. No discussion

Next meeting: September 1, 2022 at 3:00 PM

Meeting adjourned: 4:04 PM

Respectfully submitted,
Sue Cragun, Executive Assistant