

MINUTES
Downtown Advisory Board
 Thursday, September 22, 2011– 12:00 P.M.
 350 Commercial St NE

Members Present	Members Absent	Staff Present	Guests
Jim Bauer - C Garth Brandaw Bill Davis Paul Gehlar Brian Moore Allan Pollock Bill Puntney Carole Smith	Darr Goss - E Jim Lewis - E Jennifer Martin - E Mark Messmer	Jeff Barnes - UD Sara Bratcher – UD Annie Gorski - UD Sandra Montoya - Admin Anita Sandoval – UD Sheri Wahrgren – UD Julie Warncke - PW	Rick Williams Dana Vugteveen

1. CALL TO ORDER

Call to Order and Roll Call: 12:03 PM

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for September 22, 2011, as presented.

Motion by: Board Member Smith

Seconded by: Board Member Moore

Action: Approve the Agenda for September 22, 2011, as presented.

Vote: Aye: Unanimous

Motion PASSES

2. APPROVAL OF MINUTES

Motion: Move to approve the Minutes from September 8, 2011, amending the last sentence of the first paragraph on page 2 to read: “Member Smith distributed documents from 2006 which, in her opinion, offered answers to some of the questions that may come up in future discussions”.

Motion by: Board Member Smith

Seconded by: Board Member Pollock

Action: Approve the Minutes from September 8, 2011, as amended.

Vote: Aye: Unanimous

Motion PASSES

4. REPORT ON COMMITTEES

- A. **Parking Committee –**
N/A

5. PUBLIC COMMENT:

- A. N/A

6. ACTION ITEMS

- A. N/A

7. OLD AND/OR NEW BUSINESS

A. 2011 Parking Resources Survey, Rick Williams

Rick Williams, Rick Williams Consulting, presented the 2011 Update of Parking Resources in the Downtown Parking Zone. Turnover on street is very good. Capacity in garage is under-utilized. Over all system is flat. Discussion about strategies to entice new growth downtown. Parking itself will not create growth.

Questions or Comments by: Bauer, Smith, Gehlar, Pollock, Brandaw, Moore, Wahrgren, Bratcher, Barnes, Puntney, Davis

B. Parking Tax Collection Update

Ms Wahrgren reported in an effort to increase collections for parking tax, staff is completing an RFP to solicit bidders to do collections. The amnesty piece will be implemented after the RFP is awarded. Small claims process will also be implemented through a process being reviewed by the legal department. A staff report will be going forward to request authority for an amnesty program.

Questions or Comments by: Puntney, Smith

C. Demonstration Program Update – Sheri Wahrgren

On September 12, the Agency Board amended the Program criteria to ensure applicants needed to be paying full property taxes in order to be eligible. Other discussion included a communication strategy to schedule public meetings prior to the RFP being issued; how to administer the program with the new restrictions; and whether to return to the Agency for reconsideration. This topic will be addressed further and a future DAB meeting.

Questions or Comments by: Davis, Bauer, Smith, Brandaw, Moore, Gehlar, Smith, Wahrgren

Ms Smith distributed a document listing the number of employee parking tickets from years 2003-2005. The Board requested staff bring more information on employee parking issues and options for improvement to a future DAB meeting for additional discussion.

9. ADJOURN

Chair Bauer adjourned the meeting at 1:40 P.M.