MINUTES

Parking & Traffic Committee Meeting

February 14, 2019

Members present: Chairman Mark Bednar, Cheryl Young (via cellphone),

 Danny Zimmern; Lissa Dees, Executive Director

Call to order: The meeting was called to order by Chairman Bednar at 4:30 p.m.

1. Mrs. Dees confirmed the meeting was properly noticed.
2. Motion for approval of the proposed meeting agenda, with two additions (valet parking update and June City Council meeting), carried unanimously.
3. Motion for approval of the minutes for January 10, 2019, carried unanimously.

Ongoing Business:

1. Platform Rollout - update
2. Exec. Dir. Dees presented copies of the Passport book and pay station card and reported that the rollout is doing well.
3. Jefferson Garage guard shack removal - update
4. Mrs. Dees asked Steve Dana of Executive Landscaping, who attended the DIB meeting in January, to provide a quote for “dressing up” the entrance to JSG once the guard shack is removed. His quote was between $5,000 and $7,500.
5. Member Young made a motion to approve $5,000 to $7,500 to improve the area once the guard shack is removed.
6. After some discussion the motion was seconded by Member Zimmern and carried unanimously. DIB will hash out the details of the contract.
7. LPR Rollout - update
8. The License Plate Reader rollout went along with the Platform change. Mrs. Dees reported that it seems to be running smoothly.
9. JSG structural and code compliance findings
10. Findings in the report demonstrate Jefferson Street Garage is structurally sound. Specific repairs were enumerated that should be accomplished within three to five years in order to extend the life of the garage. A total of $700,000 was reported as the estimate for the projects that were suggested. Mrs. Dees will e-mail the report to committee members along with the suggested list of priorities.
11. Exec. Dir. Dees asked for the committee members’ thoughts on moving $100,000 from the checking account into a short-term investment opportunity to help fund some of the projects.
12. Member Zimmern made a motion that we explain the dynamic to the finance committee and ask for their help in identifying the funds so that this committee can present a more educated plan to request from DIB. The motion was seconded by Member Young and carried unanimously.
13. Parking Master Plan – discussion
14. Parking goal – Member Zimmern moved for approval to present the 2019 Pensacola Parking Goal to the board. Seconded by Member Young and carried unanimously.
15. Parking usage & back office reports – After extensive discussion it was decided that no distinct action will be taken at this time and staff will continue to move forward in the direction it has been moving.
16. Parking fund usage project list – Reviewed and discussed. Exec. Dir. Dees will extend an invitation to the City’s finance department staff to join the committee in discussing its presentation to City Council.
17. District metering cost – Tabled until a future meeting.
18. Removal of broken lollipops – Member Young made a motion to remove the broken meters. Seconded by Member Zimmern and carried unanimously.
19. Valet parking update – The letter was sent to The District and valet parking continues. DIB and DPMD lack the authority to enforce the policy.
20. June City Council meeting – update
21. Member Zimmern made a motion to ask DIB to approve $5,000 to provide the committee professional assistance in preparing for the June City Council meeting. Seconded by Member Young and carried unanimously. Mrs. Dees will schedule a workshop.

New Business

1. Landscaping JSG entrance after guard shack removal – previously discussed.
2. Lighting in JSG Alley – approval
3. JSG top deck lighting repairs – update
4. Additional interior lighting – approval
5. Member Young made a motion to approve adding all the lighting that is needed and recommended. Seconded by Member Zimmern and carried unanimously.
6. JSG elevator camera will be installed February 21.
7. February Parking Roadshows scheduled for February 19 and 21.
8. Employee special event parking JSG
9. Merchants with entry-level employees have been provided tickets to distribute to their workers so that during special event parking they will be permitted to pay the regular rate.

Financial Report

1. January financials – approved unanimously.
2. JSG Reserve Fund Finance Committee Recommendation – previously approved.

Public Comment: None

Adjournment: The meeting was adjourned at 6:30 p.m.