

**DOWNTOWN DEVELOPMENT AUTHORITY
PARKING SUBCOMMITTEE MINUTES
Thursday, November 29, 2018, 11:00 AM
400 Boardman Avenue, 2nd Floor Committee Room
Traverse City, MI 49684
www.downtowntc.com**

Chair, Scott Hardy, called the meeting to order at 11:02 AM.

1) Roll Call

Present: Steve Constantin (departed at 12:20 PM), T. Michael Jackson, Scott Hardy, Todd Knaus, Rick Brown, Debbie Hershey, Jeff Joubran

Absent:

2) Meeting Minutes: **The meeting minutes from November 28, 2018 were approved as presented upon motion by Jackson, seconded by Brown. Motion carried unanimously.**

3) Destination Downtown

A. Destination Downtown Agreement (TDM 3 Yr. Plan)

a. Constantin requested additional information on cost analysis to operate program versus construction costs to demonstrate benefits to public and employers.

b. **Motion by Constantin, seconded by Hershey that the Parking Subcommittee recommends the DDA Board approve the Destination Downtown Agreement with Bay Area Transportation Authority to be effective March 1, 2019-February 29, 2020 subject to content approval by the City Attorney. Motion carried unanimously.**

B. Establish Destination Downtown Program Fees

a. Brown suggested revisiting program fees if the participation and utilization of the program decreases.

b. **Motion by Knaus, seconded by Constantin that the Parking Subcommittee recommends the DDA Board approve and establish the recommended Employer Participation Fees and Pass Fees as presented. Motion carried unanimously.**

C. Bayline Contribution

a. Derenzy explained the need to obtain a report from BATA for current sponsorship and program success in order to consider the DDA's contribution in the coming year(s).

b. Hershey requested information on feasibility and long-term plans for the route to remain fare-free.

c. **Motion by Brown, seconded by Joubran that the Parking Subcommittee recommends the DDA Board approve an additional contribution to the Bay Area Transportation Authority in the amount of \$5,000 for the Bayline Route. Motion carried unanimously.**

4) High and Low Impact Event Lot Rental Rates

A. Discussion on NCF and TCFE exempt status from paying rental fees, and recovering billable staffing expenses.

B. Constantin suggested the fee to be based on a formula rather than actuals.

C. Joubran suggested the rates align more with event and bagged meter rates.

D. Constantin requested this item be removed and placed on the February agenda.

5) Committee Review of Transportation Demand Management 3 Year Plan

Minutes Approved February 7, 2019

A. Residential Parking (TDM)

- a. Discussion on moving forward by breaking residential parking into subtopics and accomplishing one subtopic at a time, and move forward with residential permits for the purpose of residents obtaining permits to park past the post hour limit signs only at this time.

6) Merchant Citation Fund

- A. Discussion on suggested fund and how other solutions should be explored to see if this is the right direction for parking and its impact on businesses.

7) Parking Violation and Fine Amounts

A. \$5 Meter Violation/Same Day Discount

- a. **Motion by Jackson, seconded by Constantin that the Parking Subcommittee recommends the DDA Board approve an ordinance change to Section 488.06 (33) schedule of fines to remove the \$5 if paid same date as date issued by midnight for online or in-office payment only from the meter violation fine schedule subject to content approval by the City Attorney. Motion carried unanimously.**

B. Review/Compare Violation Fine Amounts (TDM)

- a. Derenzy requesting moving this item to the February agenda.

Constantin departed at this point in the meeting

8) Valet Parking Ordinance (TDM 3 Yr. Plan)

- A. Discussion on valet locations fixed vs. requested, and how limiting the location could impact other businesses or the overall operation of a valet.

9) Traffic Committee Update

- A. Overnight Parking Pilot

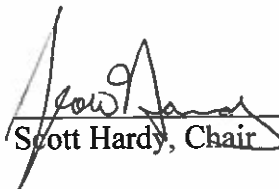
10) Introduction to February Agenda

- A. Parking Contract and Budget
- B. Meter Bag Policy
- C. Event Rate for Metered Lots
- D. Metered Beach Lots
- E. Bay Street Parking

11) Public Comment

- A. Tyler Bevier, BATA, congratulated the DDA on receiving \$2 Million from State of MI for Civic Square project.

12) Adjournment. The meeting officially adjourned at 12:34 PM.



Scott Hardy, Chair