

**PARKING PERMIT IMPLEMENTATION COMMITTEE
REMOTELY VIA WEBEX
THURSDAY, JANUARY 7, 2021
1:00 TO 3:00 PM
MINUTES**

1) Call to Order

Michelle Howke, City Clerk called the meeting to order. Members present were Hilary Lindh, Josh Branstetter, Mike Rossi, Leslie Hunt, Chris Schustrom and Tyler Furry. Jeremy Grossman had difficulties attending remotely.

2) Introduction and Background

Hilary Lindh, Long-Range Planner review the history and background of the Downtown Parking Plan, her power point presentation is provided in the packet on the website. Currently accomplished by city staff is; Compliance: Compliance vehicle, License-plate recognition software (LPR), Improved hardware and tech for issuing citations, Regulations: No-reparking ordinance, Ability to designate permit zones, City Manager can make changes to parking restrictions without having to go to Council – more responsive to changing conditions, Signage: Sign inventory – completed spring 2020, Transit and Other Transportation Modes: New Transit Hub north of the library completed 2020, Monitor Parking Occupancy: Occupancy data collected in August 2018 prior to contract with Dixon – mirrored methods, study area used by Walker in 2008, February, July October 2020 data collected

3) Overview of Employee Parking Permit Program

The purpose and goals of the Employee Permit Parking Program is to ease peak demand in prime Central Avenue locations to improve customer experience in downtown Whitefish. The purpose of the pilot is to act as a trial run to help evaluate and improve the design of a larger scale permit program to be implemented. The goal is to determine the level of interest in program and methods of increasing interest/motivation; appropriate cost, location, and number of spaces available in the program, determine how parking occupancy changes throughout downtown with permit program, determine the scope of future employee permit program and whether a residential permit program is also appropriate.

The Pilot Program would run July – August of 2021. There are four potential locations for All-Day Employee Permit, it is suggested the pilot program would be 15 spaces in the Library south parking lot, and 15 spaces in the 3rd and Central parking lot. The suggested permitted price per month would be \$15-\$20.

After some discussion, the Committee asked if an employee permit could be open anywhere in the downtown area other than Central Avenue. This would save on purchasing and placing signage for permit parking and would allow for simplicity. Could it also be used in the uncovered parking on the top floor of the parking garage, treating it the same as surface parking? Can we think about extending the enforcement hours for the summer in tandem with the pilot program? Is there a way to provide for professional offices needing visitor passes for meetings lasting longer than 2-3 hours? Can the pilot program be moved to June 20 – August 20th? Can the number of license plates per permit be lowered? This may increase permit sales, including the uncovered parking in the parking garage.

4) Discuss Public Outreach

Moved to next meeting agenda

5) Appointment

- a) Chairperson – Josh made a motion, seconded by Mike to appoint Chris as the Chair. The motion carried.
- b) Vice-Chairperson – Hilary made a motion, seconded by Chris to appoint Josh as the Vice Chairperson. The motion carried.
- c) Secretary – Mike made a motion, seconded by Leslie to appoint Michelle as the Secretary. The motion carried.

5) Date and Time for Next Meeting

Michelle will send a doodle poll to set up the next meeting. The next meeting dates will be during the week of January 18-22nd.

6) Public Comment

None

7) Adjournment

Chris adjourned the meeting 3:00 pm.