



*****DRAFT*****

**Parking & Transportation Committee meeting minutes
January 25, 2017 at 9:00am
549 Congress St.**

Board members Present: Kim Volk (Aurora Financial), Phil Haughey (MHR Management), Mike McDonald (North River Co)

Guests: Nell Donaldson

Others: John Peverada (City of Portland Parking Division), Sarah Cushman (Cushman Transportation Consulting), Todd Dominski (East Brown Cow), Megan Doane (Portland Stage Co), Kevin Thomas (City Traffic Division)

Staff present: Casey Gilbert, Taffy Eaton, Amy Geren

Minute 1. Kim Volk opened the meeting, welcomed everyone and asked for introductions.

Minute 2. Review and approve November 30, 2016 minutes: Phil Haughey made a motion to accept the minutes as presented. Mike McDonald seconded the motion and the vote was unanimous.

Minute 3. Nell Donaldson, City Planning Division: Nell gave some background on the reason for the study being conducted by Fort Hill Associates. The City needs better data, a better sense of current and future supply and demand, to know how to plan to fill gaps and how much money the City needs to devote to parking. The study will provide groundwork for the future and could have a bearing on parking policy in the future.

- The areas covered by the study are the Eastern Waterfront, Portland Downtown and Commercial Street Waterfront.
- Fort Hill Associates has done interviews to gather data and determine where the need is. The interviews determined that islanders, employees, employers and visitors all have parking needs. Monthly parking was the most often heard complaint in interviews.
- Alternative supplies were discussed. Demand matches supply. There are about 15,000 spaces available currently.
- They did visual assessments in December of 2/3 of the surface lots and 2/3 of the garages in the study area. They also visually assessed 5 streets in the study area and gathered strong data on utilization.
- Surface lots and garages were at 72% of peak occupancy on Thursday December 1, 2016. Industry norms are 90%. On Saturday December 3rd, surface lots were at 38% of peak occupancy and garages were at 17% of peak occupancy. This is a mean number from all garages.
- There is a higher demand for on-street spaces on Saturdays
- The City needs to look further into
 - how this compares to summer parking needs
 - off-street parking capacity
- Nell would like this feedback from this group once they see the report.

Next steps: 1) Future supply & demand report and 2) Strategies and suggestions. The full draft of the report is expected by the end of March.

Discussion:

- a) John Peverada mentioned that
 - Meter revenue on December 1st and 3rd was among the top days for that time period
 - The City's occupancy studies reflect generally the same numbers as Fort Hill's

- The only garages that have available monthly parking are Chestnut Street, Public Market and Gateway Garage
- b) Kim asked about the parking garages that Nell mentioned are in the planning stages. John explained that they are new developments that want to add parking.
- c) Casey mentioned that people need to be sufficiently incentivized in order to use bus passes vs parking downtown. Perhaps a bus pass plus cash incentive or garages should raise the monthly parking rate very high.
- d) The City should consider what impact adding parking spaces will have on downtown traffic patterns
- e) The Park & Ride lots are about 50% full regularly. Sarah will contact the State for more detailed information.
- f) We need to determine how to make people aware of parking options.

Minute 4. Park & Work and Park & Shop update:

- Park & Work: Casey reminded the committee that only the City garages are still using the Park & Work program. It doesn't make sense for Portland Downtown to administer it any longer. Casey requested the committee vote to move the program to the City. John added that the Park & Work program was designed in 1992 for part-time workers and low-wage earners making under \$10,000 annually. Garage participation was optional, on a daily basis. John believes the program should be eliminated.

Next steps:

- 1) Phil made a motion to take the discussion about ending the Park & Work program up at a future meeting.
- 2) Casey mentioned that this committee needs to revisit the Park & Shop program within one year as promised. It will be on the April agenda.

Minute 5. Update on technology upgrade by City of Portland Parking Department – Passport App is being used by Unified Parking Partners, when does the City start using it?

John Peverada will sign a contract with Passport in the next couple of weeks. Report generation from them is not as good as the current reporting the City uses but they will make due with it. It will take 90 days to roll it out, so enforcement should begin by June 2017. Validation options will be available in July 2017.

Could the Multi Modal campaign be rolled out about the same time as the new Passport app, showing thoughtful alternatives to the Park & Shop program?

Minute 6. Discuss reallocation of funds dedicated to City's Parking Study: \$15,000 + \$15,000 PEDPIP Grant has been reduced 50% to \$7,500 from PD & \$7,500 PEDPIP was moved to the February meeting.

Minute 7. Other business:

- Don Shoup is coming to the Build Maine Conference in June. Casey hopes his students will have time to do a project for Portland Downtown before then.
- Casey said that Portland Downtown has been approached by Bike Share. Seattle has stopped their Bike Share program. Is there a better way to incentivize people to use bicycles? It would be better to build the infrastructure and educate people. A City needs corporate sponsorships to have a successful bike share program.
- Removable lollipops could be added to sidewalks so they would not hinder snow plowing

Next meeting: Wednesday February 22, 2017, 9:00am

Kim adjourned the meeting at 10:10.

Respectfully submitted,
Taffy Eaton, Recorder