



UNOFFICIAL

CORE ARE PARKING DISTRICT

MINUTES March 7, 2016

CAPD MEMBERS PRESENT:

William Jordan
Ryan Miller
Aaron Welk
Gary Haberman
Diana Emami

STAFF PRESENT:

Clay Reynolds
Stacy Zabransky

TPAC MEMBER ABSENT: Monique Beikman and John Howorth

GUESTS: None

1. **CALL TO ORDER:**

Chair Jordan called the meeting to order at 12:00 pm.

2. **ROLL CALL:**

Roll call was taken.

3. **APPROVAL OF MINUTES:**

MOTION by Miller SECONDED by Welk to approve the January 20, 2016 minutes.
MOTION PASSED 5-0

4. **ANNOUNCEMENTS:**

None

5. **REGULAR BUSINESS:**

5.1 ADA Compliance Consultant Budget Proposal

Mr. Reynolds stated that as discussed during our last board meeting our original assessment identified deficiencies of accessible parking provided in the Core Area Parking facilities, but did not identify specific solutions or outline potential costs for updating the parking to meet ADA standards. After review of proposal he agrees with engineering's recommendation to hire a consultant. Otak is a firm on the City Prequalified list and is qualified to do the work on ADA compliance.

Otak has provided Engineering with a cost estimate of \$9,425 to develop concept level solutions for ADA parking and to develop construction costs estimate that we can use for budgeting purposes. The concept level solutions will identify physical changes that can be made at each parking area to update the ADA parking to meet current

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standards. Solutions could be as simple as restriping existing stalls or adding a curb ramp or as complex as regarding sections of the lot to meet slope requirements.

Mr. Miller asked for clarity on the use of consultants and wanted to know if that is the standard practice for the City to use consultants on difficult projects. Mr. Reynolds stated that it depends on where the expertise is and with this project there are so many gray areas. We just built the Green Lot and why doesn't it conform. Ms. Emami is questioning the price because it seems like the big essay they would have to write the price is a high just to give a cost of how much it's going to be for ADA. Mr. Reynolds questioned that as well and there is no scope or hard price. Otak will come out measure and analyze. This is the not too exceed cost of doing the project. Ms. Emami asked if we had existing plans from when the lots were built. If all Otak is going to do is make suggestions, she can't imagine it taking more than a day. Mr. Reynolds stated that the slopes are the challenge, and some of the plans are minimal. Otak will need to measure and survey the slopes. The Engineering staff assured him that we are saving a little money. Mr. Welk asked if the City typically looks at more than one company. Mr. Reynolds replied, yes and they have been pre-approved. Mr. Welk asked when this project will be completed. Mr. Reynolds stated that staff would come back to the board with a plan on how to fund it.

Discussions continued with potential deficiencies and why city staff is recommending using a consultant to comply with ADA regulations. There were some complaints, one because of the parking in front of City Center –there were two spaces that needed additional work as well as the diagonal parking on Seneca next to the Seneca Building. Otak will provide concept level solutions to give us a general idea of the magnitude of work needed to address the deficiencies in each lot. The consultant will provide recommended solutions for ADA compliance and to prepare preliminary cost estimates for designing and constructing the recommended modifications to help us determine the amount of funding needed in the annual budget. This should take approximately two weeks to complete once we receive approval to move forward.

MOTION by Miller SECONDED by Welk to recommend the Core Area Parking District Board approve to hire Otak on a time-and-material basis, not-to-exceed amount of \$9,425 to develop conceptual level solutions and cost estimates for construction, including all consulting fees, permit fees, and construction costs for the deficiencies of accessible parking provided in the Core Area Parking District that can be used for budgeting purposes. The concept level solutions should identify physical changes that can be made at each deficient ADA parking area to meet current ADA standards. Solutions could be as simple as restriping existing stalls, adding curb ramps, or as complex as re-grading sections of the lot to meet ADA slope requirements. MOTION PASSED 5-0

5.2 Permission to Add Three (3) Hour Parking in White Lot

Mr. Reynolds stated that the White Lot parking has been full recently. It's been noticed especially on Fridays there are times that there is no parking at all. Staff would like to take the strip along the west side of The Seat in front of the Chamber of Commerce for

long-term and make that section (part of that long-term strip) a three hour parking limit. The cost of a new sign is approximately \$220 each. If we put a sign up on each end and monitor that area he feels that would solve the parking problem. The Green Lot is not being utilized, but technically we can't enforce people to move. Mr. Haberman stated that he took a panoramic photo to show the Board that all parking spaces were full. He has observed the bank employees parking in the one-hour spaces, the city employees parking near the Seneca Building.

Discussions continued on the various reasons the members feel that parking in the White Lot has increased, from new businesses coming to town to business employees around the area needing to be educated on where it's appropriate for them to park. Mr. Jordan thinks it would be best to change 14 long-term parking spots to three hour and observe it and do more if needed.

MOTION by Miller SECONDED by Haberman to convert 14 of the long-term parking spots to three hour in the White Lot. MOTION PASSED 5-0

6. **OTHER:**

LED lights should be going in the week after next, weather permitting.

7. **ADJOURNMENT**

MOTION by Welk SECONDED by Haberman to adjourn the meeting at 12:45 pm.
MOTION PASSED 5-0

Stacy Zabransky, Office Coordinator