

MINUTES
Parking & Traffic Committee Meeting
March 18, 2021, 4:30 p.m.

Members present: Mark Bednar, Chairman
Danny Zimmern, Kevin Lehman
Lissa Dees, Parking Manager

Call to order: Meeting called to order by Chairman Mark Bednar at 4:30 p.m.

- a) Mrs. Dees confirmed that the meeting was properly noticed.
- b) Proposed meeting agenda for March 18, 2021, unanimously approved.
- c) Minutes of the November 12, 2020, meeting unanimously approved.

Ongoing Business

- a) Enforcement contract
 - 1. Mrs. Dees gave the committee an update on the upcoming RFP, which will encompass all back-office parking functions, app, permits, analytics, and parking equipment.
- b) City App and Permits
 - 1. Mrs. Dees provided an update on on-going upgrades and enhancements that have occurred over the past two months with the app and the permit platform based on customer feedback and on-going trouble shooting by Flowbird R&D teams.
 - 2. Mr. Lehman and Mr. Bednar provided input on personal app experiences and recommended Mrs. Dees look investigate Wi-Fi boosters for the garage, since internet connections issues in this area seems to be a source of some of the problems.
- c) Escambia County garage contract
 - 1. Mrs. Dees informed the committee that an agreement has been drafted, approved by City legal staff, and sent to the County. This will remain on-hold until the county decides to enter into the parking agreement.
- d) Committee Member
 - 1) Mr. Zimmern recommended Mrs. Young to fill the open position on the committee. This was unanimously approved, and Mrs. Dees will reach out to Mrs. Young to see if she is interested in returning to the committee.

New Business

- a) City Parking Ordinance
 - 1. The Committee discussed processing and collecting on larger fine accounts.

2. Mr. Bednar recommended hiring a legal firm to pursue accounts which our collection firms have not been successful at collecting on past due amounts. The Committee agreed that collections and legal action is a more friendly approach than towing.
3. Mrs. Dees will take this recommendation back to City legal and the Mayor's office for further review.

b) Committee set-up

1. The committee discussed their City roles, functions, and contributions.
2. Each member will reach out to Mrs. Dees before the April meeting to discuss their thoughts on how the committee should operate and the responsibilities they would like to have granted to this body. The information will be shared with committee as a whole in the April meeting and consolidated before submitting it to the Mayor's office.

c.) Hours of enforcement change

- 1) Mrs. Dees provided information on the City's plan to change the hours of enforcement and to share parking LPR information with the City Police Department

d.) JSG rate change

- 1) Mrs. Dees shared the City's plan to standardize the City parking rates of \$0.50 per hour which will now include the Jefferson Garage.

e.) Parking RFP

- 1) Mrs. Dees provided an update on the planned RFP and answered questions pertaining to who is drafting the RFP, how it will be distributed and the rating system

Financial Report

- a) The committee requested high-level insight of monthly parking financial while at the same time, understanding that City Council is the body responsible for reviewing and approving City finances.

Public Comment – None

Adjournment – The meeting was adjourned at 6:05 p.m.