



**Special Parking Advisory Committee
Meeting Minutes – Draft**
Thursday, October 2, 2014
Camas City Hall, 616 NE 4th Avenue

I. Call To Order

The meeting was called to order at 5:00 p.m.

II. Roll Call

Committee Members Present: Ami Bennett, Gene Dietzen, Debi Johnson, Geoerl Niles, Jennifer Senescu, Al Steinmann and Jodi Vaughan

Staff: Phil Bourquin and Jan Coppola

III. Election of Chair and Vice Chair and a Discussion on the Roles and Responsibilities of the Committee

Phil Bourquin, Community Development Director, gave brief introductions and asked each of the Committee Members to briefly outline their expectations of the committee. He elaborated on the City's needs and the expectations of the Parking Advisory Committee and gave an overview of the roles, responsibilities and the process for the Committee referencing Camas Municipal Code (CMC) 2.88 and 10.08. Mr. Bourquin added that the duties of the Committee are to gather information, provide advice and make recommendations to City Council and Staff. He encouraged the Committee Members to review the meeting materials which included: the meeting agenda; Ordinances No. 2704 and 2705; the "Parking Advisory Committee Rules of Procedure"; and the "Open Public Meetings Act".

Discussion ensued regarding the primary purpose of the committee and how parking requests will be handled. Mr. Bourquin suggested adding a spot for other items to the meeting agenda.

After a lengthy discussion, it was moved and seconded to nominate Geoerl Niles as Chair and Gene Dietzen as Vice Chair through 2015. The motion carried unanimously by a show of hands.

Mr. Bourquin discussed the Rules of Procedure for conducting business before the committee.

IV. Consideration of a 10-minute Parking Space Along NE Fourth Avenue between NE Birch Street and NE Cedar Street

Mr. Bourquin briefly outlined the request made by John Marble for the creation of a 10-minute parking space and added that the City Engineer has determined that there are no issues with this request.

The Committee Members thoroughly discussed the feasibility of the request noting that having an additional diagonal 10-minute parking spot does not seem to make sense at this time. Discussion ensued about having the markings for the existing 10-minute spots and the loading zones highlighted and the enforcement aspects of the 10-minutes spots.

Decision

After a lengthy discussion, Committee Member Niles moved and Committee Member Senescu seconded to deny the request for the creation of a 10-minute parking space along NE Fourth Avenue between NE Birch and NE Cedar Streets.

Mr. Bourquin asked if there were any further deliberations or discussion of the motion. The committee members unanimously agreed to amend the motion requesting that the City look at ways to enhance the appearance of the existing 10-minute parking spots and the two loading zones that are located in the downtown core. The motion carried unanimously by a show of hands.

Mr. Bourquin noted that the City will notify Mr. Marble that the Parking Advisory Committee has voted unanimously to deny the request and the Committee's enhancement request will be brought to the City Engineer for review. He also acknowledged the following requests made by the Committee:

1. To add a place holder on the agenda for other items;
2. to locate a parking map of the downtown core, have the link to the map placed on the City's website and to bring a printed copy of the map to the next meeting;
3. to have the Committee Member's names printed on the back of the name plates;
4. to look into the loading zone definitions and report back to the Committee;
5. and to make the traffic impact fee update available on the City's website.

Mr. Bourquin added that the regularly scheduled meeting dates for the Parking Advisory Committee are the second Tuesday of each January, May and September, if there is pending business before the Committee. Special meetings may be scheduled as needed.

V. Adjournment

Mr. Bourquin adjourned the Parking Advisory Committee Meeting at 5:57 p.m.