

PARKING ADVISORY COMMITTEE

MINUTES OF THE REGULAR MEETING OF THE PARKING ADVISORY COMMITTEE,
HELD IN THE BOARD ROOM, CITY HALL, 455 WALLACE STREET, NANAIMO, BC,
ON WEDNESDAY, 2009-MAY-19, COMMENCING AT 12:00 NOON

- PRESENT:** Committee Member (Chair) B. McGuffie
Committee Member R. Thurmeier
Committee Member S. Molchan
Committee Member M. Briggs
Committee Member D. Klein
Committee Member T. Mayrhofer
- ABSENT:** Councillor L. McNabb
Committee Member K. Shaw
- STAFF:** I. Howat, Director, Legislative Services
B. Clemens, Director of Finance
M. Hutchinson, Economic Development Officer
T. Davidson, Bylaws Supervisor, Bylaw Services
S. Gurrie, Steno, Risk Management (Recording Secretary)
- OTHERS:** G. Bray, Vancouver Island Health Authority
M. Hussmann, Downtown Nanaimo Partnership Society

1. Call to Order:

The meeting was called to order by B. McGuffie at 12:00p.m.

2. Introduction of Late Items:

None.

3. Adoption of Agenda:

It was moved by T. Mayrhofer and seconded by R. Thurmeier that the Agenda be adopted. The motion carried unanimously.

4. Adoption of Minutes:

It was moved by D. Klein and seconded by S. Molchan that the Minutes of the Parking Advisory Committee, City of Nanaimo, held in the Board Room, City Hall, 455 Wallace Street, on Wednesday, 2009-APR-15, be adopted as circulated. The motion carried unanimously.

5. Delegations:

None.

6. Chair's Report:

None.

7. Reports of Advisory Bodies:

None.

8. Staff Reports:

None.

9. Information Only Items

B. Clemens and W. Fulla from the City of Nanaimo's Finance Department attended the meeting to go over and provide input on the Parking Asset April 2009 Financial Report.

The Committee had requested at its meeting of 2009-APR-15 the following:

- a) Finance Dept staff to attend to review contents of the financial reports with the Committee, particularly the new members;
- b) Details regarding the use of parking reserve funds. Chair B. McGuffie indicated that one of the projects he would like to do this year is a review of the parking reserves.

W. Fulla went through the report page by page explaining the details of the financial reports and the following discussion/questions ensued:

- W. Fulla noted that the parking study invoices were paid this month, bringing the reserve funds down by approximately \$10,000.00.
- B. Clemens went over the debt repayment plan for the Bastion Parkade and the Harbourfront Parkade and explained that most of our loans are of the 20 year length.
- R. Thurmeier asked if this financial information was for information purposes only or if there would be decisions the Committee would have to make regarding them. B. Clemens stated it was for information only and the Committee does not have a say in the parking financials/budget.

- B. McGuffie asked about the collections portion of revenue and if we had a collection agency, etc. B. Clemens said it would get looked into. B. McGuffie stated that his recollection is that we have a historical “weak” collection process. W. Fulla will follow up with S. Gurrie.
- T. Mayrhofer noted that security costs were down April 2009 from April 2008 and asked if we have scaled down on security. W. Fulla noted that no, we haven’t – security was paid last year in April – this year it has been paid out in May 2009 and will show up on next month’s financial report. T. Mayrhofer asked if there were any plans regarding the security coming up as he is very happy with the current level provided. I. Howat responded that there is none that he is aware of and it is done through the DNPS. T. Davidson added that the program is going excellent and the only changes will be with communication starting with an upcoming meeting between the City of Nanaimo, DNPS, Robbins and Footprints.
- D. Klein commented on the hydro costs and asked what they were for. W. Fulla stated that they were for hydro for the parkades. B. McGuffie noted that it was fairly pricey to run. I. Howat noted that there were initial power fluctuations at the start up of the Port of Nanaimo Centre Parkade, but that it has CO sensors that determine when the fans need to be turned on. B. McGuffie asked if that could be retrofitted into the Harbourfront Parkade. I. Howat was not sure at this time. D. Klein asked if there was a separate meter for the Port of Nanaimo Centre Parkade as opposed to the Harbourfront. W. Fulla is going to let S. Gurrie know to report back to the Committee.
- D. Klein asked if this report was to June 2009 and it was stated that no, it was to the end of April 2009. D. Klein asked why wages were so far over for Robbins Parking and why the City wouldn’t budget for it. B. Clemens was unsure of the answer, so as to check with Linda Murray. B. Clemens also stated that the City policy is to use City of Nanaimo employees before contractors.
- It was also noted by B. Clemens that the internal support portion of the financial statement is to reflect the City Staff time in preparing these reports and working on the parking financials.

B. McGuffie thanked B. Clemens and W. Fulla for all of the information and said he would let them know if anything further was required.

The Parking Advisory Committee further discussed issues involving the Parking Strategy Study and other general parking issues:

- B. McGuffie noted that he would check with L. Murray about the contract at the Howard Johnson Hotel where the City of Nanaimo leases the parking lot for \$4,000.00/month to see if there is any flexibility in shortening the term. He noted that at the time the City rented it there was high demand for construction parking and relief was needed but several projects did not go through. B. McGuffie noted that although there is a need because of the construction and activities going on at Maffeo Sutton Park, that the parking there is welcomed, but underutilized and a drain financially.
- D. Klein asked if there were any more decisions to be made regarding parking in the Old City Quarter. B. McGuffie said not until after the Parking Study.
- B. McGuffie also noted that at the previous Parking Advisory Committee Meeting the Committee had put forward increases for fine fees and monthly parking to go to Council, and it did not. He asked if I. Howat would respond.

I. Howat said that he had pulled the report not so much for the fine increases but for the monthly rates in the off-street parking facilities. He said from an economic development stand point there were concerns he had for the merchant's staff in the downtown area.

I. Howat noted that there are several part time employees and minimum wage workers that depend on their vehicles to get to work and before making any decisions on some of these parking facilities he would like the merchant's input. He has spoken with Marilyn Hutchinson regarding this already and the Economic Development Department is surveying the business community to gather the effects.

I. Howat believes right now is bad timing and would like to hold off until he can speak to the NCCA, etc. M. Hussmann stated that I. Howat could go through the DNPS as they have data collection, etc.

- M. Hussmann stated to the Committee that he has two main issues from his constituents.
 - 1.) Parking signage. It is a problem and way finding is not at all up to standards. He would like to see an improvement with the Parking Study's completion.

- 2.) Balance of long-term and short-term parking. He believes a balance needs to be found and issues he has heard of such as employees moving their cars, etc. need to be addressed. I. Howat said he believes that issue would worsen with increased rates in off-street parking facilities.
- B. McGuffie noted that utilization was his concern. He stated that the proportion of short-term, long-term utilization was in need of being addressed.
 - D. Klein asked again about the City of Nanaimo leasing or buying the old TELUS parking lot. B. McGuffie and D. Klein discussed keeping peripheral lots for less money as staff parking and better utilizing other parking areas. B. McGuffie said that historically gravel lots are less money.
 - D. Klein was also concerned that the Parking Strategy Study was including the Old City Quarter in the whole “downtown” portion of the study and wants to ensure they are looked at on their own as an area of interests and needs.
 - T. Mayrhofer said that staff parking is an issue at all staff meetings he takes place in at the Coast Bastion Inn and money is an issue for his staff. B. McGuffie and T. Mayrhofer again noted the importance of a balance.
 - B. McGuffie said that City of Nanaimo Staff are well paid and are only paying a taxable benefit for parking. He also noted that Chris Curley from Robbins Parking would have input in regards to increasing on-street parking rates as well as the status of the off-street monthly permit percentages available. B. McGuffie said that determining the importance of the parking issues is important. Is it price or availability? D. Klein believes availability is most important, while M. Hussmann is concerned about the employees working downtown with less income as well

It was moved by T. Mayrhofer and seconded by R. Thurmeier that the report be accepted. The motion carried unanimously.

10. Consideration of Late Items/Other Business

None.

11. Next Meeting

(a) The next regular meeting of the Parking Advisory Committee will be held at the City Hall Board Room, Nanaimo, BC on a date to be determined.

12. Adjournment

It was moved by D. Klein and seconded by M. Briggs that the Meeting be adjourned at 12:45 p.m.

B. McGuffie, Chair

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