

Lynchburg Parking Authority

Minutes

City Manager's Office
900 Church Street
Lynchburg, VA 24504

Tuesday, May 12, 2009
2:00 pm

Members Present: Dennis Howard, Michael Gillette, Bert Dodson, Angela Hamilton, Tom Gerdy, Ripley Owen, Terri Proffitt

Staff Present: Kim Payne, Charlene Montford, Norman Hale, Cheryl Foxx

Meeting was called to order by Dennis Howard at 2:25 pm

April 14, 2009 minutes will be approved at next scheduled meeting

Discussion of the characteristics that reflect a well managed parking system

Goals from Kim Payne – The Authority needs to have a clear understanding of roles, policies, day to day operations, and philosophy of how to manage parking. Parking is not a free commodity. Parking has become a commodity.

The 20 characteristics should be included in our work plan in no particular order. Conflict is expected.

Questions and Discussion Time

What is our role? What are we responsible for? We are operating under the enabling legislation and the Parking Authority needs to understand its powers and limitations.

We need to be aware of where we are in compliance and not in compliance with the legislation and City ordinances.

City ordinances will need to be changed. Philosophies must be in place first. This Authority cannot change ordinances but it can make recommendations to Council.

Need to be aware where policy ends and operations begin.

We must learn about what goes on in other communities.

Parking is tied to economic development. Good parking will bring new business. Try to develop as many off-street parking opportunities as possible.

The PA has the authority to make off-street parking decisions; the question of managing on-street parking will have to be resolved with Council.

One goal is that the parking system will pay for itself through revenues generated both on-street and off-street. Any additional resources should be devoted to downtown redevelopment and enhancements.

Norman Hale suggested setting up a parking enterprise fund.

Dennis explained that basically the Parking Authority has been acting in an advisory capacity.

A parking revenue account should be setup to track incoming revenues from parking. Currently, parking revenue is generated from the following sources, Midtown Parking Deck parking permits (Pay Station), Holiday Inn Deck monthly accounts and fines from parking tickets.

Councilman Gillette asked can we maintain a parking system with revenues generated by the system? Right now the PA is paying for its' own operations. It would be a lot cleaner to just set out those proceeds in a separate fund.

If our goal is to create a PA that's functional, shouldn't all functions be consolidated? Parking is fragmented. It is very difficult to address concerns with no clear parking policy. We need to have this discussion. Who's accountable to whom? The Parking Authority could be set up like the Economic Development Authority with the Parking Manager providing administration and reporting to the City Manager. Councilman Gillette stated he would like to have an EDA style. There was general agreement that all parking activities should be consolidated under common administration.

The City Finance Department is tracking parking revenues. The Authority would like to see all parking revenue income documented. The hope is that fines will go down and parking revenue up.

Surely there's enough revenue coming in for a startup enterprise fund. How much revenue has the pay station generated since the test began? The pay station is generating \$300 to \$400 per month during the testing.

Planning Commission is starting a discussion tomorrow about parking. Public off-street and on-street parking must work hand in hand.

How does this group feel about moving toward generating an independent Authority and setting up like EDA?

Need to look at the following items:

1. Map or picture of different components and lines of authority.
2. Revenues and expenditures related to parking.
3. Relationship of the Parking Authority to City Council, delegation of authority, the authority's role regarding on-street parking.
4. Who will staff the Authority? Who will have staffing oversight?

Councilman Gillette stated that parking is a long standing undercurrent of economic development that needs to be a strand of concern that outlives any council. Parking decisions need to have a long view. Issues should not be delegated back to council. Have to take a look at the big picture.

We do parking for the successful dynamic of the revitalization of downtown per Kim Payne. People will pay for convenience. You set the rates and adjust rates. The less you pay the further away you park.

Creating mixed uses of parking spaces in the parking decks would be one step in the right direction to helping the Parking Program become self-sufficient.

Kim Payne and Norman Hale's observation over a period of a month is that the mid-town deck could handle a lot more vehicles. And, we have a waiting list. Deck is probably 1/3 – 1/2 empty. People are not there. Not as much pressure on our capacity. We need to be efficient. The day will come when the deck will be full. The deck could handle a lot more parking.

Council members are involved and agree on the mission. The PA and the EDA work closely together. There are mechanisms and strategies you can use to help subsidize the parking program. The EDA has the authority to purchase property the Authority would also have the same authority when it becomes fully empowered. The EDA can also help finance parking once plans are develop. At that time, we will have to be sure the Parking Authority is set up correctly.

What's the next step to get on-street parking under the umbrella? The next step will require Council action to give the Parking Authority oversight over the on Street Parking program

Councilman Dodson asked that we consider forming a panel that will include the Chairman of the Parking Authority, City Manager and Parking Manager to answer questions during the next Parking forum

Next Meeting: June 9 – 4:00 pm – 6:00 pm
Study Session review City of Lynchburg Parking Strategic Plan and draft Parking Policy