

Lynchburg Parking Authority Minutes

City Hall – Second Floor, Training Room
900 Church St., Lynchburg, VA, 24504
Tuesday, February 12, 2013
3:00 P.M.

Members Present: Chairman, Brandon Farmer
Vice Chair, Ed Koepenick
Council Member, Randy Nelson
Jackie Wilkes
Thorne McCraw
Tobi Jaeger
Urs Gabathuler

Members Absent:

Staff Present: Norman Hale, David Owen, Don DeBerry, Lee Newland, Kent White, Kim Payne, Danny Marks, Charisse Curtis

Others Present: Blair Godsey, George Stanley, Dr. Charles Catalano, Alicia Petska (News & Advance)

The meeting was called to order by Chairman Farmer.

November 13, 2012 Meeting Minutes were approved.

Comments from the Public

- Blair Godsey and George Stanley currently, they have two downtown projects: 1101 Jefferson Street (approximately 48 loft apartments) and 1220 Commerce Street (60 loft apartments and a small commercial component), which, have estimated delivery dates of 2014 and 2015 respectively.
 - Development Challenge - many of the buildings in downtown, especially the older buildings, do not have parking accommodations. Both 1101 Jefferson Street and 1220 Commerce Street do not have on-site parking.
 - Financing partners require the lofts to have adequate parking for prospective customers – 1 space for a 1 bedroom loft and 1-1/2 spaces for a 2 bedroom loft. Approximately, 122 parking spaces will need to be available within the downtown area to retain long-term financing on these two development projects.
 - Residents moving downtown expect to have parking, and expect that the parking will be close to where they live. A part of having an affordable place to live is having affordable parking. Mr. Godsey and Mr. Stanley would like to request:
 1. City controlled parking facilities that offer long-term lease agreements. 20 – 30 year parking lease agreements will be needed since long-term financing loans have 25 – 30 year payback periods.
 2. The City acquires/manages additional parking facilities and/or develops new parking structures to meet demand.
 3. Three-tiered pricing structure where residents pay the least, businesses or commuters pay the second highest and short-term parkers pay the most.
 - Parking Manager, Norman Hale: The City of Lynchburg does have a three-tiered pricing structure – residents pay \$25.00 which is 50% of the business rate, \$50.00, and short-term parkers pay a \$5.00 maximum daily charge. Unfortunately, the City manages 25% of all downtown parking. The City has approximately 1,100 off-street spaces to rent to downtown residents and commuters, and many of the City lots are at maximum capacity.

- Council Member, Randy Nelson: Would it be a viable solution to get a group of private investors together to build a parking structure as long as there is a commitment to keep the parking spaces filled?
- George Stanley: We would certainly commit to 48, and with our other development projects we would probably need at least one and a half times that amount.
- Tobi Jaeger: Can we presume that if you were offered a long-term lease that you would be solely responsible for collecting the parking funds from the tenants, and you would then issue a check to the City in order to reduce the City's administrative costs?
- George Stanley: If it's the competitive rate that we're thinking of, then the owner of the building(s) will buy blocks of spaces and in turn lease them to the residents (package rental – loft and parking space).
- Dr. Charles Catalano: The SunTrust Parking Deck owned by 1001 Commerce Street, LLC initially was a thriving business. Genworth down-sized and terminated its lease, which resulted in financial hardship for the deck. 1001 Commerce Street, LLC has spent approximately \$100,000.00 over the past couple years to maintain the structure: replacing drainage and light fixtures, spalling concrete, and painting the deck.
 - Challenges with maintaining the deck
 1. The Main Street level was improperly paved and continues to leak. The SunTrust Deck will need more than \$100,000.00 to complete capital improvements.
 2. People park without paying, and 1001 Commerce Street, LLC does not have the means to enforce parking or write parking citations.
 3. 1001 Commerce Street, LLC needs assistance with Billings & Collections.
 - Dr. Catalano requests that the City manages the deck to improve cash flow. Improved cash flow will help 1001 Commerce Street, LLC qualify for a loan to complete the capital improvements so that the SunTrust Deck will meet operational safety standards.
 - Council Member, Randy Nelson: For the record, I want it to be known that I represent the entity that owns the parking deck so if the management agreement comes before us I cannot engage in any discussion or conversation.
 - Parking Manager, Norman Hale: I would like to put the SunTrust Parking Management Agreement into a Work Session in order to fully review the agreement, discuss, and answer any questions.

No Comments from Authority Members

Informational Briefs & Updates

- Parking Manager, Norman Hale: With parking demand increasing, the City is considering making Lot M (the parking lot adjacent to Depot Grill) at 1000 Jefferson Street a permit parking lot. We will reach out to stakeholders and local businesses before any recommendations are made, and to notify them of the City's intentions concerning Lot M.
- Activity of Monthly Permits – Clay Street Parking Deck is at 100% capacity on the bottom and top levels (emergency/police vehicles and employee parking). The City has a prior commitment with the middle level.

Reports:

- Construction Parking and Dumpster Permits
 - Community Development Director, Kent White presented the Parking Authority with a brief overview and recommendation for managing Construction Parking and Dumpster Permits, and provided them with results of the stakeholder and development community's opinions towards permit restrictions (see Memo: Construction Parking and Dumpster Permit Survey).

- Public Works Director, David Owen: The Public Works Department has worked closely with GIS and City Staff over the past several months to develop a map which shows all the on-street parking spaces and their time zone restrictions (if any) within the Central Business District. The Parking Management Department will be uploading this map to their website. It is interesting that the City has a similar number of on-street spaces (1,076) available to the public as we do off-street spaces (1,057).
- Chairman, Brandon Farmer, thanked the Parking Authority Subcommittee for providing the results and stated how significant it was to view how the stakeholders and developers responded so rationally and honestly to each question in the survey. Mr. Farmer shared an email regarding construction parking from a large, local development company who did not respond to the survey. The developer wrote that providing an unlimited number of construction parking permits is “crazy”. The developer added that a minimum of 4 spaces in front of the development site should be allowed for dumpsters, deliveries, and equipment, and that subcontractors should be “left to their own devices to figure out their own parking”. The email from the large development company supports many of the responses to the Construction Parking and Dumpster Permit Survey.
- Urs Gabathuler: Who manages the Construction Parking and Dumpster Permits? It appears to be unclear to customers of where to go for information regarding the different parking permit functions.
- Parking Manager, Norman Hale: Construction Parking Permits are managed through Community Development, Inspections Division. Currently, parking is segmented between Community Development, Public Works, Lynchburg Police Department, and the Parking Management Departments, but we work diligently to maintain a central line of communication amongst the departments. The Parking Deck Studies have recommended that parking should be consolidated into one department.
- Vice Chair, Ed Koepenick: What do we need to do in order to consolidate all parking under the Parking Authority?
- Parking Manager, Norman Hale: The Parking Authority has no authority over on-street parking. In order for the Parking Authority to be granted any on-street parking authority, the recommendation would have to be approved by City Council.
- Chairman, Brandon Farmer: During one of the work sessions we should include making a recommendation to City Council to consolidate parking.

No Action Items

No Old Business Items to Discuss

No New Business Items

Chairman, Brandon Farmer adjourned the meeting.

Next Steps

- Work Session
 - Construction Parking and Dumpster Permit Recommendation, SunTrust Deck Management Agreement, Desman Parking Deck Study, 2nd Work Session Date.
 - February 26, 2013, Tuesday, from 2:30 – 4:00 P.M. in the 2nd Floor Training Room, City Hall.
- Next meeting will be held on February 12, 2013 at 3:00 P.M., City Hall, 2nd Floor, Training Room