



CITY OF BEND

**Downtown Bend Stakeholder Advisory Committee (DSAC)  
Meeting #4 July 21, 2016  
5:30 pm to 7:30 pm**

**Brooks Hall, Trinity Episcopal Church  
469 NW Wall Street**

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Those present included:

**Downtown Stakeholder Advisory Committee members:** Sarah Jordan, Karen LeTourneau, Monte Payne, Brett Yost, Shantelle Flick, ~~Marie Matthews~~, Kevin English, Parry Thomas, Jeff Huey, ~~Serena Dietrich~~, ~~Jim Dickey~~, ~~Eric Rock~~, ~~Tom Fisher~~, James Lewis

**Consultant Team & Staff:** Rick Williams, Joe Bessman, Anne George, Carolyn Eagan, Kathy Montgomery. Also Tyler Deke in audience.

**Public:** Mike Walker, office property owner; DeeDee Cochran, downtown business owner

### **1. Introduction/Approve meeting notes**

Carolyn – Wanted to know how members felt about bringing on new Committee members to replace those that have missed meetings without notice. Supported by Committee members. Carolyn will contact the members about continuing on or resigning. She will also contact prospects.

Meeting summary notes approved.

### **2. Community Input**

DeeDee Cochran of NW Interiors talked about how two hours is not enough time for customers of businesses like hers or for customers to visit more than one business and also have lunch. She mentioned the possibility of vouchers for businesses. She wants to have an answer to tell her customers what they should do when they ask about parking. What is message to show that appreciate their business and want them downtown? Maybe educate them. Also mentioned issue with contractors and their trucks.

### **3. Continue/Finalize Guiding Principles**

Rick – Will work off Guiding Principle document by describing change and reacting after discussion.

Objective Statement – minor change. Strike *affordable* and add *access to downtown should not be cost-prohibitive to downtown users*. Brett – if use pricing as management tool is that cost-prohibitive? Carolyn: are we balanced? Cost of free parking vs. parking fees. Rick: is a fine balance. Would likely call for a rate policy (distinguished by income) which more applies to employees not public parking. Question raised if cost of parking is used to subsidize transit. Not common but does exist.

One neutral. Others approved.

City Role and Coordination. Made bullet points instead of numbering. *Accommodate* changed to *Prioritize and plan for*. Brett: is City obligated to provide parking? Carolyn: principles allow for prioritization. City has a supply.

One neutral. Others approved.

Effective Communications: Added *Communications systems must be reliable and easy to use and understand*. Marie wanted accurate added. Reliable covers accuracy. System won't be always up. Change *must* to *ideally* or *optimally should*.

All approved.

Coordinated Management. *Coordinate parking* changed to *manage parking*. *Manage* in sentence beginning with where appropriate changed to *administer* and *zone* to *defined area or district*. In narrative *zone* also changed to *district* and added sentence regarding coordinating.

All approved.

### Priority Users

On-Street System (downtown). Changed wording from *preserved for the priority user* to *will be prioritized for*. Added to narrative: *When demand is low and/or surplus of parking exist, the City can accommodate non-priority users in the on-street system for interim periods*.

Question about what is a short term trip. Data will define at later point. Allows for ebb and flow and changing needs.

All approved.

On-Street System (immediately adjacent neighborhoods). Changed from *preserved for the priority user* to *prioritized for residents and their guests*. Made consistent with above.

2 neutral. Others approved.

Shared Off-Street Parking Added *and effective communication*. It was noted that City can ask but can't force private sector to participate. Voluntary system.

1 neutral. Others approved.

#### Capacity Expansion

Changed narrative to add: *It is understood that capacity within the parking supply can be achieved through strategies that increase turnover and/or encourage alternative mode use, and code provisions and regulations that govern the creation of parking and building new supply itself*. Change sentence to have a period after creation of parking and add the following sentence: *These actions should be fully evaluated prior to the pursuit of new supply*.

All approved.

#### Information Systems: Customer-based

Product Quality. Added word *reliable* and cleaned up wording. Added to narrative also. *Reliable and easy to understand*. Sarah add the word *uniform* and *ideally*.

All approved.

System Communications. Added *apps* and wording about *be uniform and strategically coordinated*.

All approved.

#### Planning for Future Supply

##### Planning and Funding

Changed the words of supply *growth* to supply *needs*. Main changes came in narrative. Taking into account bicycles and multiple modes. Made consistent with evaluating all modes/options first. Rick says it is about being prepared.

One neutral. Others approved.

Rick wants to take all changes made and get back as DSAC's recommended guiding draft principles. Need to vote on whether this is DSAC's document and that members support entire document (as a draft). Before vote a discussion about statement on page 14 ensued. *City needs to lead, but the burden for parking management should be shared by all users and beneficiaries*. Some had issues with the words *burden* and *parking management*. Change to *The City needs to lead but all users and beneficiaries have a role in the implementation of parking management*. Would be implemented with centralized parking management mentioned elsewhere.

Rick answered a question regarding listing tools. Tools are not included until data is matched up with Guiding Principles. Tools will be part of strategies.

Karen: Question regarding where employees park. Has it been addressed to Committee's satisfaction? Is statement strong enough? (Page 7) Rick noted that 2002 document stated, "Provide adequate employee parking to meet employee demands in conjunction with the transportation system that provides balanced travel modes and options." Employees are mentioned in current document under Primary Role (Private Sector). Also in Off-street System. Private sector can see parking as a revenue source. It is more common in larger cities.

Rick looking for approval of document. Remember it is a draft. 2 neutrals. Others approved. Carolyn mentioned that employees are the easiest segment to move and direct.

#### **4. Review Initial Spring Data Findings**

April 28<sup>th</sup> and April 30<sup>th</sup>. 1,333 on-street stalls 9:30 am and 7:30 pm. Collected data every hour on the hour. Sampled 2,650 of 4,000 off-street stalls. 66% of off-street of different types. Narrowed to sites that might be opportunities in the future.

On-street: majority is 2 hour stalls and 2 hour stalls with permit. Bend has higher percentage of permitted stalls. 158 private parking sites downtown. City/County has less than 8.

Thursday: peak hour 2 pm and 70% on-street was occupied. Saturday: peak was 7:00 pm. Highest occupancy was 57.2%. Weather was 85 degrees both days. Weekday: Learned 351 stalls empty within black boundary area on a weekday. Occupancies declined every hour between 3 pm and 6 pm. There was a second peak at night of on-street system. Weekend: Peak at 7:00 pm. 563 empty stalls at peak hour. Weekend evening is comparable to weekday evening. If take all users of system in all types of stalls, average stay is 2 hours and 4 minutes. If take all permits out and look at 2 hour stalls, average is 1 hour and 37 minutes. This was for a weekday. On weekends, combined goes to 1 hour 43 minutes. 199 permits in peak hour. Violations of timed stall: 9%.

Occupancies in stalls: 2 hour or otherwise 71% occupied. Pulled permits out, the violation rate is 9.5%. 51.2% occupied on weekends with violation rate of 13.8%. Have occupancies for every stall on Table 2. 4,156 unique vehicles parked on-street on Thursday. 159 had permit during peak hour (17% of supply is employees). Way more permits sold than see parking on street. 250-300 unique permits per day. Turnover number: all users 4.85/day. Below industry standard of minimum of 5. Take permits out: 5.52/day. 199 cars are moving around during day. Don't know if they are customers or employees. Two hour data can be skewed by these people if employees. Weekends: 800 less on Saturday. 17 permits at peak hour on Saturday. Ratio: more moving to evade. May need to vary system with areas and districts.

Off-street occupancies: 2,650 stalls. 3,998 extrapolated. Peak hour occupancy on weekday - 59%. 1200-1300 empty stalls during peak hour. If extrapolate, then well over 2000 parking stalls empty. Weekends: peak hour 35% occupied (evening).

Garage: never more than 50% occupied on either day. 286 in peak hour on both days. This is a significant finding. Terence is looking at occupancies in garage. Heat maps: highest area of occupancy is south end of downtown on weekday (permits). On a Saturday, certain areas do have high occupancy but garage is not used. It was noted that garage parking for data purposes, empty but does not mean available, same as elsewhere. Heat maps show by areas and times.

Will send out heat maps to members.

## **5. Public Engagement**

Anne: Coffee klatches with stakeholders downtown. Will bring Draft Guiding Principles. Also engagement with City Council. Will work with DBBA. Also possibly Planning Commission and BEDAB. Anne will send out dates. If interested, please participate. Want to make sure downtown core is involved. Later will engage larger community. These first groups are targeted so no media announcement. Later, larger community then yes regarding media. Anne – we can create a blurb to distribute. Carolyn, be thoughtful about meetings.

## **6. Community Input**

Mike Walker observations: May need to tweak wording. Suggested a cheat sheet for future meetings. Thinking ahead. Comment: Number of visitors is 18,000. He emphasized what he feels is the importance of private parking lots. He questioned whether anyone is representing those groups? Noted that many are outside EID and are small businesses.

## **7. Next Steps/Action Items**

- New set of Guiding Principles.
- Heat map files
- August 18<sup>th</sup> back in Council Chambers.
- Pushing hard for summer data.
- Conference calling.

**Adjourned at @ 7:36 pm.**