City of Columbia, Missouri

Meeting Minutes

Parking and Traffic Management Task Force

Wednesday, July 13, 2016	**City Hall**
4:00 PM	**701 E. Broadway**
	Conference Room 1A

I. CALL TO ORDER

Co-chairman Mike Trapp called the meeting to order at 4:00 pm.

Staff present:
Leah Christian
Drew Brooks
Tanner Morrell
Clint Smith
Matt Gerike
Richard Stone
Tim Teddy
Dave Nichols

Others Present:
Councilperson Ian Thomas
Anthony Holmes
Kathy Lee
Saad Malik

Present: 14 - Gregory Cecil, Michael McClung, Janet Hammen, Michael Sokoff, Sarah Klaassen, John Clark, Karl Skala, Michael Trapp, Rachel Ruhlen, Chuck Graham, Jason Patrie, Kenny Kvam, Cindy Neagle and Deb Sheals

Absent: 3 - Amy Wasowicz, Lawrence Simonson and Mark Stevenson

II APPROVAL OF AGENDA

Motion to approve agenda moved by Deb Sheals, seconded by Janet Hammen. Motion approved

III. STAFF PRESENTATION

Sunshine Law Overview, Nicole Volkert, City of Columbia Assistant City Counselor

Volkert discussed the importance of transparency in email communication between taskforce and subcommittee members; posting agendas at least 24 hours before meetings, and capturing start & end times, attendance and votes for meeting minutes.

IV. INTRODUCTIONS

Each taskforce member, staff member and member of the public provided their name, who they represented and what they expected the taskforce to achieve.

V. TASKFORCE MISSION AND NEXT STEPS

Parking and Traffic Management Taskforce Resolution

Attachments: Parking and Traffic Management Taskforce Resolution

Staff member Leah Christian reviewed the taskforce mission per the taskforce resolution.

Draft UDO MD-T District Parking Requirements

Attachments: Draft UDO MD-T District Parking Requirements

Christian reviewed the UDO M-DT (downtown) parking requirement for residential development, which is .25 parking spaces per bedroom (1 per four bedrooms). She emphasized that the taskforce's first responsibility is to complete a recommendation on this requirement: whether to leave it as is, reduce it or increase it. The taskforce will also need to look at options for parking requirement waivers for residential development. Some of the current parking requirement waivers included in the C-2 (downtown) district are counting bicycle spaces towards parking spaces, car share programs, purchase of bus passes for the use of the Columbia transit system by tenants and provision of private transit services to building residents.

SGA Final Parking and Traffic Management Recommendations

Attachments: SGA Final Parking Recommendations

Christian also gave a quick review of the Smart Growth America (SGA) consultant report provided after the parking workshop last fall, which the taskforce will be using as a guide to make recommendations for best parking and traffic management practices. The taskforce will also be responsible for the analysis of the following SGA recommendations: the use of mode share and public transportation to reduce downtown parking demand, development of a transportation demand management program as a collaboration between the City and University, and preparation of a downtown access and circulation plan.

XI. TASKFORCE PROCESS

Committee Nominee/s to Take Future Meeting Minutes

Co-chairman Trapp elicited nominations from the taskforce for a taskforce secretary to take meeting minutes. Rachel Ruhlen suggested that Kathy Lee, who will be replacing her as the Public Transit Advisory Commission (PTAC) taskforce representative, took really good meeting minutes

Motion to nominate Kathy Lee as taskfroce secretary for taking meeting minutes, moved by Ruhlen, seconded by McClung. Motion approved.

Sub-Committee Formation and Process

Co-Chairman Trapp asked the taskforce if there was interest in forming any taskforce subcommittees. There was a lengthy discussion on whether to form a sub-committee focused on downtown church/Sunday parking. Initially Greg Cecil made a motion to form a Sunday parking sub-committee, which was seconded by Chuck Graham. However, upon further discussion this motion was withdrawn.

Building Taskforce Consensus

Co-chairman Trapp emphasized the need to build taskforce consensus. He believes this can get done if folks agree to accept motions that they may not be entirely enthusiastic about, but which they can live with.

John Clark wanted to make a motion that no recommendations would be made if there was not 100% taskforce consensus. Deb Sheals expressed concern that it would be really hard to always get 100% taskforce consensus. The taskforce did not end up supporting the idea of a requirement for 100% consensus.

Co-Chairman Skala suggested that the taskforce should have the option to provide minority reports when a significant minority disagreed with the majority on a recommendation.

Co-chairman Trapp suggested that the taskforce meet bi-monthly. John Clark made a motion to meet bi-monthly on the 2nd and 4th Wednesday of the month from 4:00- 5:30. Ruhlen seconded the motion.

The meeting was then opened up for general comments by public, members and staff.

Saad Malik suggested that it was important to keep in mind that there were different parking perspectives based on the day and time since enforcement was different during the day and at night, during the week and on the weekend.

Councilman Ian Thomas suggested that the taskforce consider options for developers to pay into a community fund in lieu of building parking spaces.

John Clark ask that the taskforce consider ways to further involve non-taskforce members of the public that attend the meetings.

For meeting communication ease, Kathy Lee suggested that nameplates be created for task force members.

John Clark made a motion to meet bi-monthly on the 2nd and 4th Wednesday of the month from 4:00- 5:30 pm. Ruhlen seconded the motion. Motion Approved.

XII. ADJOURNMENT

Co-Chairman Trapp adjourned the meeting at 5:27 pm.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-7214. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.