

**DOWNTOWN NEW WESTMINSTER
PARKING COMMISSION**

**Thursday, April 24, 2014; 11:30 am
Committee Room #2, City Hall**

MINUTES

VOTING MEMBERS PRESENT:

Norbert Ryan Ferrer	Community
Nancy Puri	Community
Richard (Dick) Spring	Community
Tracey Ternoway	Douglas College
Harm Woldring	Downtown New Westminster BIA

NON-VOTING MEMBER PRESENT:

Jeff Pearson	Impark
--------------	--------

VOTING MEMBERS ABSENT:

Patti Goss	Chamber of Commerce
Michael Thompson	Community

STAFF:

Catalin Dobrescu	Utilities Engineer, Engineering Services
Kathy Prothero	Recording Clerk, Engineering Services

The meeting was called to order at 11:45 am.

1.0 ADDITIONS TO AGENDA

2.0 ADOPTION OF MINUTES

2.1 Adoption of Minutes of February 20, 2014

MOVED and SECONDED

THAT the Minutes of the Downtown New Westminster Parking Commission meeting held February 20, 2014 be received and adopted as circulated.

CARRIED

All Commission members voted in favor of this motion.

3.0 PRESENTATIONS

4.0 UNFINISHED BUSINESS

4.1 Audited Financial Statements – Mr. Catalin Dobrescu

Mr. Dobrescu referred members to the statements circulated with the Agenda which were reviewed by the City's auditors. Members would like to see a statement of the reserved funds and Mr. Dobrescu will provide this for at next meeting. If there are surplus funds, they are accumulated in the reserve fund and are available (minus \$30k for removal of the walkway impacted during the fire). Mr. Dobrescu confirmed parking facilities are audited separately and treated as a separate fund. As the balance sheet seemed to be missing, the Chair asked that this item be deferred to the next meeting and discussion will continue then.

4.2 City Street Parking Rates – Mr. Catalin Dobrescu

Mr. Dobrescu referred members to the document that was circulated with the Agenda regarding meter rates. The Chair questioned the 10 hour meters for \$10. Staff have since investigated this and Parking Services advised that approximately 25 vehicles could park in the 10-hour zones within the 200 Block of Keary/Sherbrooke Streets.

5.0 NEW BUSINESS

5.1 Anvil Centre Flat Rate/Day Parking – Mr. Michael Thompson

Mr. Thompson was not in attendance. As the Anvil Centre is still under construction we are unable to determine the relationship with the Parking Commission. The centre was sold without the parking spaces and as a result, the City will maintain the parking lot and accommodate the tower tenants. We will have more information when the Anvil Centre begins operation.

Once the parking strategy is in place, the Parking Commission will pursue an agreement in accordance with the motion passed at the February 20, 2014 meeting.

5.2 Option of Pay by Phone at Pay Parking Stations – Ms. Tracey Ternoway

Mr. Dobrescu advised that Pay by Phone is available and could be added to our pay parking stations. If added to the meter system, there will be an extra charge of 0.35 per transaction which is borne by the user. Mr. Pearson felt that it is a good idea to provide users with an additional option. Once the west portion of the Parkade is demolished we will rearrange the pay parking stations on the Parkade and re-evaluate the system. Mr. Pearson will get details on the extend by phone option for members and bring it to the next meeting.

5.3 Parkade Demolition/Liaison with Local Businesses – Mr. Harm Woldring

Mr. Woldring expressed concern about the closure of Front Street during the scheduled demolition of the west portion of the Parkade.

The Chair advised that there are a number of Front Street building owners that are upset that the demolition of the Parkade is moving forward and they have not been fully consulted. Mr. Dobrescu advised that a communication strategy is underway. The City wants to ensure that the building owners impacted by this work are fully aware of the demolition schedule.

Mr. Woldring asked if there is a mitigation budget in place for those affected by the full closure of Front Street during the demolition. Mr. Dobrescu advised that part of the communication strategy underway deals with this issue and his understanding is that Front Street will be closed for a few months to facilitate the demolition of the Parkade.

Moved and Seconded

THAT a knowledgeable City staff member attend the next meeting of the Downtown New Westminster Parking Commission on Thursday, July 3, 2014 to provide detailed information on the demolition strategy for the Parkade and all related issues.

CARRIED

All members voted in favour of this motion.

One member asked what the cost estimate is to tear down the Parkade. The engineering study and RFP are underway and when the cost estimates are received, we will have a better idea.

6.0 REPORTS AND INFORMATION

6.1 Parkade Operator's Report – Mr. Jeff Pearson

Mr. Pearson updated members on the Plaza 88 site. Changes were made to the parking at that site and as a result we have gained 5 monthly parkers at Carnarvon Street.

The recent parking rate survey circulated to members shows the Parkade is priced correctly for the New West market. As a result, there is little room to change the rates following the demolition.

Mr. Pearson has not moved ahead with the promotion of the 44 spaces at Carnarvon Street because the immediate opportunity to sign up additional customers presented itself.

One member commented that the monthly statements provided to members by staff do not appear to reflect Impark's statements. Impark confirmed that the pay parking stations at the Parkade are now managed by the City and no revenue is shown in the Impark report from these stations.

Pay parking stations are now Downtown and will replace the existing double-headed parking meters which will be removed. One member advised that the businesses in the vicinity of the Parkade are looking for short term parking (ie, less than one hour) but it

Pay parking stations are now Downtown and will replace the existing double-headed parking meters which will be removed. One member advised that the businesses in the vicinity of the Parkade are looking for short term parking (ie, less than one hour) but it has always been the position of this Commission to have a minimum of one hour parking.

6.2 Parkade Maintenance Report – Mr. Catalin Dobrescu

Mr. Dobrescu updated members:

- We are holding off on capital works until after the demolition;
- The only exception is construction of the overpass to Westminster Pier Park which is ramping up and work will start soon as the pile driving is completed;
- Parkade (Fourth Street) entry island will be removed and work will begin on the ramp;
- Railings are part of the Request for Proposal and will be done in conjunction with the demolition; and
- Another e-mail was sent to Army & Navy and they did respond that they need to speak to Ms. Cohen before committing to anything -
 - One member asked if they repair it, could it be used for access?
 - Mr. Dobrescu advised that it was closed because of the thefts from the store and it is not anticipated that they would reopen it anytime soon.

7.0 CORRESPONDENCE

8.0 NEXT MEETING

Thursday, July 3 @ 11:30 am
Committee Room #2, City Hall

9.0 ADJOURNMENT

The meeting was adjourned at 1:00 pm

HARM WOLDRING
CHAIR

KATHY PROTHERO
RECORDING CLERK