



MEETING SUMMARY

DOWNTOWN PARKING ADVISORY COMMITTEE

NOTES

February 20, 2024

Attendees: Ray Stevens - Chair, Becky Erickson, Britt Livdahl, Gary McVey, Ed Stern, Jerry Block, Mike Brown, Ashley Weller, Doug Newell, Brenda Yates (HDP), Kristin Jagodzinski (online)
Staff: Diane Lenius, Josh Ranes, April Zieman, Tiffany Simmons

Members of the Public and Downtown Business Owners: See Attached sign in sheet.

1. PROJECT STATUS/UPDATE:

- Parking Study Results (Walker Consultants) was Shared with Council on 12/6/23
 - The City Council requested coordination with the Historic Downtown Poulsbo Assoc. (HDP) and presentation of the HDP independent parking study. City Council also requested further clarification of the need for implementation measures.
 - Diane and Heather met with Brenda Yates, discussed the parking study, and invited Brenda to present at this meeting. Diane reviewed the parking study - implementation plan highlights and shared that both studies emphasize the importance of employee parking and have similarities.
- Thoughts from Committee Members – Gary McVey noted that at this point no vote from City Council has taken place on any recommendations from the Parking Study.

2. HDP PRESENTATION

Brenda Yates shared the results of the HDP Parking Study. The work was primarily performed by Brenda Yates, Nico Jensen and David Musgrove. The full presentation is available [HERE](#) The following items were emphasized in Brenda's presentation of the HDP Parking Study:

- Customer Experience Based Philosophy
 - It requires about a 3 to 4 hour window for customers to shop, make a reservation, and eat at a restaurant.
 - Emphasis on relocating employees from parking in prime spots
 - Partnerships with private lots for employee parking
 - Need for recovery of 40 spots lost to development.
 - Impact of parking availability and revenue, parking capacity issue
 - Concern for active enforcement
 - Customers will not patronize businesses if they must pay to park.
 - Desire to partner with the city for solutions.
- Feedback and Comments on the Presentation were provided by the Advisory Committee and from the Public

3. IDEAS FROM THE ADVISORY COMMITTEE DISCUSSION AND PUBLIC INPUT

- Free Parking – what is the ideal length of stay grace period?

- Enforcement – Code Enforcement Officer – who funds this position? Ticket writing and towing. Need a solution for overnight or long-term parking in Anderson Parkway.
- 36% to 43% of the Anderson Parkway spots are occupied before 9am. Who do the cars belong to? Liveboards? Abandoned vehicles? Residents? Ed Stern counted 18 cars on one morning that were iced over at 7am – it was an obvious sign the cars were there overnight.
- Hybrid Parking Solution – 1st 1hour (?) free – in prime parking spots, then pay for longer stay. Accommodate customers who want to pick up a quick cup of coffee or a donut.
- Employee Parking Model – close enough to work, consistent location(s), safety concerns, accessibility for employees and how to encourage workers to use employee parking – put part of the responsibility on the business owner – potentially fine business owners for employees not utilizing designated areas? Require employees to snap a picture of their car parked in designated areas? permit system?
- Parking Behavior – Enforcement with a carrot or a hammer?
- Seasonal parking strategies.
- Need to think about the future growth of the City. Paid parking provides a revenue source for a long-term strategy.
- Incremental solutions – start small with “low hanging fruit” then progress to the next level based on success.
- Consensus was – we need to do something!
- Mallory Baker (Walker Consultants) shared a few points regarding comments from the meeting: length of stay from Walker data collection indicates average stay in parking areas of less than 2 hours – hence their recommendation for paid parking versus enforcement. Enforcement is an unsustainable way to achieve cost recovery. Paid parking max daily rate was intended to be high as a deterrent for parkers to stay all day.

4. NEXT STEPS

- Based on the input from the Advisory Committee and the public, staff will draft a recommendation for the Advisory Committee for review. The approved recommendation will go to City Council for Consideration. See Draft Below for consideration:

DRAFT RECOMMENDATION FOR ADVISORY COMMITTEE CONSIDERATION

- i. Move forward with signage and wayfinding improvements for parking.
 1. Physical signs
 2. Improve communication (provide web-based map)
- ii. Formalize Employee Parking Areas
 1. Implement HDP A Pilot
 2. Establish Employee shared parking and/or permit program. Possible locations: First Lutheran Church, Gateway Church, Port Parking spots, City Hall, King Olaf overflow lot, Bank of America
- iii. Evaluate cost for Parking Enforcement.
 1. Ticket or tow overnight vehicles
 2. Enforcement for vehicles exceeding the 3-hour parking limit.
 3. Evaluate cost requirements for 2025 budget request or Budget Amendment
- iv. Evaluate Hybrid Parking Model with the following considerations:
 1. Identify grace period “free Pousbo parking allowed for a short duration.”
 2. Provide paid parking after “free Pousbo time limit.”
 3. Paid model is anticipated for Anderson Parkway
 4. Establish rate structures and operational costs. Suggest limiting pay for parking hours such as 10 AM to 6 PM, for example.