



Burlington Downtown Parking Advisory Committee Meeting

Minutes

Date: February 8, 2019
Time: 8:30 am
Location: 414 Locust Street (2nd floor boardroom)

1. Members present:

Robert Steven, Pam Belgrade, Brian Dean, Gil Garbus, Barry Glazier, Glen Copeland, Susan Morrissey

2. Others present:

Kaylan Edgcumbe, Bryan Letourneau, Jenna Puletto, Tracy O'Neil, Catherine Baldelli

3. Members regrets:

Councillor Lisa Kearns, Vito Tolone, Kim Johnny, Joe Gaetan, Andrew Pawlowsky

4. Declarations of Interest:

n/a

5. Approval of Minutes:

On motion, the minutes of the meeting held November 29, 2018 were approved as presented.

6. Delegation(s):

n/a

7. Consent Items:

7.1 2018/2019 current budget/monthly permit

7.2 Occupancy summary

B. Letourneau circulated the updated occupancy summary graphs.

8. Regular Items:

8.1 Free "P" December update (B. Letourneau, B. Dean)

The 2018 Free "P" December program was successful. Citations were down 10% and no third warnings were issued. There was a request to review if 1-hour spaces can be added to areas of Brant Street. This would allow for people to run in/out i.e. for a coffee, dry cleaning etc.

B. Dean circulated the BDBA Free "P" December survey. Out of 400 members - 55 completed the survey. Results were distributed to the DPC members. B. Dean and P. Belgrade to review the survey and short list ideas/quick wins that could be added to the 2019 Free "P" December program. The short-list to be sent to Parking Operations staff to review feasibility to implement.

B. Dean to arrange a meeting to review the short list of ideas/quick wins. Transportation parking staff and BPAC to be included in the meeting invitation.

8.2 Workplan - 2019

The DPC committee reviewed the 2019 workplan.

8.3 Downtown development updates (J. Puletto)

Jeanna Puletto provided a summary of current development applications in the downtown area (handout).

8.4 Downtown parking utilization and future needs assessment (K. Edgcumbe)

Staff will be developing a terms of reference in early March 2019 and will be reporting back to DPC in May 2019.

8.5 Construction update (K. Edgcumbe)

City staff attended the recent Burlington Housing and Development Liaison Committee (HADLAC) meeting. City staff are proposing that the construction management plan include that no sidewalks be blocked and that a parking management plan be in place for all construction's sites. It was asked that the DPC review/report on the draft construction management guidelines.

Action: B. Dean to review and work with a small sub-committee.

8.6 Upcoming and in progress committee reports related to parking (K. Edgcumbe)

There is no information to report this cycle.

8.7 Additional items

Catherine Baldelli, Business Relations Manager, ITS department is working with parking staff to develop dashboard application for the parking sensor data.

9. Other Business:

10. Adjournment:

Chair adjourned the meeting at 10:15 a.m.

May 2, 2019

8:30 am - 10:30 am

414 Locust St, Boardroom