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The following are summary minutes for the meeting of the **City of Las Cruces – Downtown Parking Committee** for September 19, 2019 at 4:00 p.m., at the City of Las Cruces, City Hall, Conference Room 1158, 700 North Main Street, Las Cruces, New Mexico.

Members Present:

- Kasandra Gandara, District 1
- Ceara Angel, Las Cruces Resident
- Michael White, Business Owner
- George Pearson, Member-at-Large
- Tiffany Thompson, Farmers Market Representative
- Heather Pollard, Adjacent Neighborhood Representative

City Staff:

- Mandy Guss, Economic Development Administrator
- Paul Dahlgren, Economic Development Coordinator
- Barbara DeLeon, Interim Assistant City Manager
- Elizabeth Teeters, Policy Analyst
- Dania Soto, Executive Administrative Assistant
- DesiRae Arellano, Office Assistant Senior
- Christine Rivera, Deputy City Clerk
- James Chavez, CODES Officer

1. Call to order – 4:00 p.m.

Action and Discussion Items:

2. Approval of Minutes:

- a. August 8, 2019
 - i. Approved with suggestion to separate Committee from City Staff

3. Action Items

- a. N/A

4. Current Discussion Items and Task Listing

- a. Main Street Saturday Parking
 - i. Warnings on main street are being issued by CODES
 - 1. Main excuse from drivers is that they don't see the sign
 - a. Will follow up with Public Works about appropriate signage
 - ii. Loading zone violators are getting citations for now
 - iii. Back-end parking warning period over, will start issuing citations
 - iv. Outreach to inform people of where to call when they see someone parking wrong
 - v. Status of Public/Private Parking lots was asked for

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- 1. Will have for next meeting
 - b. Timed Parking
 - i. Request for Proposal complete, will go to Selection Advisory Committee
 - 1. Police Department not comfortable about putting 2hr signs up without adequate enforcement
 - 2. Suggestion was made that Economic Development should reach out to merchants about not parking on Main Street
 - a. Inform them of more police presence in Downtown
 - c. Committee Role and Responsibilities
 - i. Utilize Mandy as liaison for all items related to the Downtown Parking Committee
 - ii. Stick to Agenda
 - 1. Do not add discussion items at time of meeting
 - a. Can be fined
 - 2. Advisory Board makes suggestions to Mandy and she takes to Council and Mayor for voting
 - 3. Ordinance for Downtown Parking Committee outlines the roles that we need to stick to
 - a. Will send out to Committee
 - 4. Vacancies
 - a. Mandy and City Clerk work on advertising vacancy
 - b. Interested people will need to fill out application
 - c. If they qualify, recommendation is submitted to Mayor by City Clerk for acceptance during Council Meeting
 - d. When Committee member is resigning from committee position, they need to submit in writing to Mandy and Mandy will submit to City Clerk
 - 5. Agenda is to be posted 72 business hours before meeting date and cannot be changed
 - 6. Inner Department posting also needs to be done
 - 7. Post cancel notice as courtesy
 - 8. Draft minutes available 10 days after meeting
 - a. Does not get posted on website
 - 9. Mandy will send out the Open Meetings Act Compliance Guide to Committee
 - d. Timed Parking
 - i. Have the general parking information flyer ready by next meeting.

5. Next Meeting Discussion Items

- a. Parking Garage
- b. Timed Parking
- c. Downtown Las Cruces Partnership on Bike and Motorcycle Parking
- d. October 10, 2019

6. Future Discussion

- a. Parking Garage
- b. Parking Study
- c. Impact by electric vehicles


1 **Adjourn – 4:45 p.m.**

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8 Approved: _____