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
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
Adjourn – 4:45 p.m.

Chair

Approved: _____________________