

Meeting Minutes  
Farmington Parking Advisory Committee  
May 19, 2021

Attendees

Kenneth Crutcher <crutcherk@crutcherstudio.com>,  
David Murphy <DMurphy@farmgov.com>,  
Chris Halas <ch.halas@gmail.com>,  
Joe Mantey <cheeseladyfarmington@gmail.com>  
Maria Taylor <MTaylor@farmgov.com>  
Ted Warthman <TWharthman@farmgov.com>

1. Roll call - 7:02 p.m.

2. Approval of the agenda

Halas motioned to approve. Krutcher supported. All were in favor

3. Approval of the March 17, 2021 Parking Advisory Committee Minutes

Halas motioned to approve. Krutcher supported. All were in favor.

4. Public Safety Update

Chief Wharthman provided his parking violation reports for both March/April and April/May. There were 23 violations in the March/April report. Fewer in May. Both reports are on file in the office of public safety.

Chief Warthman shared the news that the enforcement officer had been on a medical leave. This likely contributed to the lower number of reported violations for the April/May period. The officer's medical leave also accounts for the fact that there was no enforcement during Farmers Market Saturdays. But now that he is back on patrol, there will be enforcement on Market days in the coming weeks.

5. DDA Merchant Call

Halas informed the committee that, during the weekly merchant calls, downtown businesses were reminded to encourage their employees to park in long-term, designated lots. To further underscore this request, merchants were reminded that it is especially important for employees to park in these areas on Saturdays during the Farmers Market.

6. Updated Parking Map

Halas shared the new parking map graphic that was created by the DDA promotions

committee. Crutcher and Mantey made the suggestion to include a few more downtown landmarks in the design. Taylor suggested keeping the design as clean as possible. Halas agreed that the updates would be made prior to printing the map.

#### 7. First-Time Parking Infractions

Halas shared an idea with the committee to provide a warning instead of a ticket for a first offense in a time-limited space. Basically, the offender would be issued both a written warning and a map with the new graphic representation of parking areas instead of a ticket. The parking enforcement officer would record the warning through the use of Farmington Public Safety's new enforcement technology. The offense would be recorded for future reference. Owners of vehicles who have been warned and violate the time limit a second time would then incur a ticket. Taylor suggested fine tuning the warning language. The committee approved this idea.

Chief Warthman, said he would further explore the possibility of implementing this procedure. He was optimistic that it can work. Upon his approval, the DDA will print the flyers to enable the implementation of the idea.

#### 8. Short-Term Parking Spots (Near Restaurant)

Mantey suggested that the DDA reach out to businesses to ensure the parking inventory and policies are addressing their needs based on the changes in consumer behavior as a result of the pandemic. Halas offered to discuss this item with the DDA Executive Director Kate Knight.

Crutcher stated that Starbucks has started using signs to designate spaces for curbside pick up. Murphy said he would follow up with DDA Executive Director Kate Knight to see if she was aware of Starbucks action. As a result of that discussion, Kate may need to meet with Starbucks local management.

#### 9. Miscellaneous Items

Halas brought up the topic of accommodating the parking needs for the opening of Dearborn Music. Mantey said he would talk with the owners when the owners are ready to opening the new store. He would apprise them of both employee and long-term customer parking areas. Taylor suggested possibly reviewing the signage on Grove Street.

#### 10. Future items for discussion

Taylor suggested postponing the annual parking committee walking tour until new committee members were appointed.

#### 11. Public Comment

None

## 12. Committee Comments

Taylor mentioned that she liked the parking map graphic and is looking forward to seeing it deployed.

As this meeting represented the conclusion of Halas' 3-year term as a parking committee member, Mantey thanked him for his service and especially for his note-taking skills.

Crutcher, Murphy, Warthman and Taylor also thanked Halas for his time, ideas and contributions to the committee.

Halas thanked The City of Farmington and the committee for his opportunity to serve. He noted that during his tenure, incremental actions by the committee led to meaningful results for residents and visitors to Farmington. In parting, with respect to ordinances, time limits, signage and future procedures, he said he hoped the committee would continue to strive to create "an atmosphere of compliance" among those who park in their vehicles in Farmington.

## 13. Adjournment

7:58 p.m.