



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, January 10th, 2017
7:30am

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2017-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Jim Garbutt, Charlie McDonald, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Aaron Sloan

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By:

Seconded By:

Resolved: That the agenda be adopted as circulated.

Carried PC2017-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of November 8th, 2016 be adopted.

Carried PC2017-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

5.2 MULTI-LEVEL PARKING

5.3 HORSE & BUGGY PARKING

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, February 14th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the January 10th, 2017 meeting of the Parking Committee is adjourned at 8:39am.

Carried PC2017-



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REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, February 14th, 2017
7:30am

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

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Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2017-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Dan Burns, Charlie McDonald, Councillor Isaac Breadner, Councillor Pat Dunn, Aaron Sloan

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: Steve Turner, Councillor Gord James, Jim Garbutt

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Dan Burns

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2017-01

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Isaac Breadner

Resolved: That the Meeting Minutes of December 13th, 2016 be adopted.

Carried PC2017-02

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan presented year-end statistics and revised permit fees. He also presented his intention for assigning certain prime areas of M1 & M8 to 4 hour parking only, where permits will not be permitted. This new format will be implemented in the spring. Concerns about the large snow piles taking up spaces in the lots were discussed, and are anticipated to be removed in the next couple of days. A report will be going to Council on March 21st and a letter of support for the program has been requested from the BIA to be included.

Moved By: Charlie McDonald

Seconded By: Dan Burns

Resolved: That the Parking Committee prepare a draft submission to Council that indicates our interest in the BIA being responsible for downtown parking enforcement, with the intention of cost savings to the City of Kawartha Lakes.

Carried PC2017-03

5.2 MULTI-LEVEL PARKING

A news release was circulated regarding new public transit projects approved by the federal and provincial governments, including the design and construction of a new transit hub in downtown Lindsay. This project has the potential to be an opportunity for a multi-level parking structure to be considered in conjunction. More information will be provided to the committee as it's received.

5.3 HORSE & BUGGY PARKING

No update.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, March 14th, 2017

7:30am

The Grand Experience (Upper Level), 177 Kent Street West

8.0 ADJOURNMENT

Moved By: Councillor Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the February 14th, 2017 meeting of the Parking Committee is adjourned at 8:20am.

Carried PC2017-04



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, March 14th, 2017
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns

Jim Garbutt

Charlie McDonald

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #PC-2017-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair:

In Attendance: Steve Podolsky, Jim Garbutt, Charlie McDonald, Steve Turner, Councillor Isaac Breadner, Councillor Gord James, Aaron Sloan

Recording Secretary: Melissa McFarland

Late Arrivals: None

Early Departures: None

Guests: Nicki Dedes (arrived 8:05am)

Regrets: Dan Burns

Absent: Councillor Pat Dunn

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Charlie McDonald **Seconded By:** Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2017-05

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner **Seconded By:** Isaac Breadner

Resolved: That the Meeting Minutes of February 14th, 2017 be adopted.

Carried PC2017-06

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 ACADEMY THEATRE LOADING ZONE

Request received regarding painting cross hatch lines in currently signed loading zone to further prevent parking abuse. Aaron Sloan will follow up.

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan provided monthly and year-to-date statistics. 17 complaints have been received for downtown since January. Jim Garbutt expressed concerns with ongoing levels of service in the off-peak time, with the peak season approaching. Charlie McDonald requested that more information be provided on the complaints. Discussion was held regarding the process of how complaints are logged. Charlie McDonald recommended that 'test blocks' be implemented, focusing proactively on certain areas on certain days to better track issues.

Councillor Breadner asked to clarify the process of the report coming to Council, and to request another meeting was to be held with the BIA prior. The Council report is targeted for June.

Discussion was held about the availability of permits in each lot, and the use of permit purchases via smartphone, which should take effect this week. Aaron Sloan will send info to Melissa McFarland to be distributed to the membership.

5.2 MULTI-LEVEL PARKING & TRANSIT HUB

Councillor James sits on the Transit Committee and will keep the Parking Committed apprised of updates as they happen.

5.3 HORSE & BUGGY PARKING

No update. Item will be removed from the agenda until further need is expressed.

5.4 SNOW REMOVAL IN LOTS

Confirmation was received from Bruce Kitching, Public Works Supervisor, that Public Works is responsible for clearing the streets, and By-Law is responsible for the arrangement of clearing the lots. Aaron Sloan will review contract for removal policies and frequently and in the meantime, removal requests may be sent directly to him. Jim Garbutt reported ongoing issues with removal not being completed in the lot south of his business. Aaron Sloan will follow up.

5.5 PET WASTE DISPENSERS

Discussion was held about the possibility of having these installed, and will be placed on the next Beautification Committee agenda.

6.0 REPORTS

None

7.0 NEXT MEETING

Tuesday, April 11th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

8.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Isaac Breadner

Resolved: That the March 14th, 2017 meeting of the Parking Committee is adjourned at 8:40am.

Carried PC2017-07



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, April 11th, 2017
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-03

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:33am

In Attendance: Steve Podolsky, Steve Turner, Dan Burns, Jim Garbutt, Charlie McDonald, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn

Recording Secretary: Melissa McFarland

Late Arrivals: Councillor Gord James (7:40am)

Early Departures: Councillor Gord James (8:25am)

Guests: Chris Marshall **legrets:** None

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Jim Garbutt

Resolved: That the agenda be adopted as circulated.

Carried PC2017-08

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Pat Dunn

Resolved: That the Meeting Minutes of March 14th, 2017 be adopted.

Carried PC2017-09

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Report was received from Aaron Sloan regarding statistics for March, including tickets issued, complaints and utilization.

Concerns from the Parking Committee were raised, most notably: effectiveness of enforcement one day per week only, response time, number of permits issued and allocation of permits, and financial figures not being provided to capture the cost of enforcement in the downtown area. The Committee reiterated to Chris Marshall and Aaron Sloan their intention to pursue the possibility of managing the enforcement of downtown parking.

Aaron Sloan confirmed that the intention is to have two students patrolling Lindsay, including the downtown full time upon their arrival and training in late May, for the summer peak season. Charlie McDonald suggested inviting the students to the Parking Committee in June.

Discussion was held on the logistics of having physical permits for vehicles so that downtown members can assist with visual enforcement.

Concerns were raised regarding in the delay in designating (via signage and extended line painting) long vehicle and trailer parking in lot M2. Aaron Sloan and Jim Garbutt will discuss further.

5.2 MULTI-LEVEL PARKING & TRANSIT HUB

No update.

6.0 NEXT MEETING

Tuesday, May 9th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the April 11th, 2017 meeting of the Parking Committee is adjourned at 8:55am.

Carried PC2017-10

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – June target	Pending
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Ongoing
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, May 9th, 2017
7:30am

The Grand Experience (Upper Level)
177 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-05

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Aaron Sloan.

Recording Secretary: Melissa McFarland and Tana N. Torch

Late Arrivals: Ron Taylor (7:40am)

Early Departures: Chris Marshall (8:10am), Ron Taylor (8:10am), Aaron Sloan (8:40am), Melissa McFarland (8:45am), Tim White (8:54am), Councillor Pat Dunn (8:54am), Councillor Gord James (8:54am), Councillor Isaac Breadner (9:01am)

Guests: Chris Marshall and Ron Taylor

Regrets: None

Absent: Dan Burns

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Isaac Breadner

Seconded By: Tim White

Resolved: That the agenda be adopted as circulated.

Carried PC2017-11

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Tim White

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of April 11th, 2017 be adopted.

Carried PC2017-12

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS

5.1 DOWNTOWN PARKING & USAGE

Report was received from Aaron Sloan regarding statistics for April, including tickets issued, complaints and utilization.

Aaron Sloan met with Jim Garbutt and Charlie McDonald last week regarding that ongoing parking concerns on Lot M2. Parking spaces in the M2 lot will be converted to long parking, to assist with the over flow of truck and trailer parking.

Discussion was held in reference to Lot M2, specifically signage concerns. Jim Garbutt withdrew his offer to pay for signage, as previously agreed to at the Parking Committee meeting held on December 13th, 2016.

Charlie McDonald and Steve Podolsky met last week with Ron Taylor to have a discussion about the on-going enforcement issues within the downtown area.

Ron Taylor, CAO of The City of Kawartha Lakes, proposed a three (3) month parking pilot program for the downtown area, which would consist of two (2) City of Kawartha Lakes summer students entrusted with the enforcement of the downtown area for the months of June – August, 2017. These students would enforce parking by-laws which would consist of ticketing, monitoring parking counts, establishing problem areas and trends.

Discussion was held on the logistics of the pilot program ensuring that the BIA, and in agreeance with Ron Taylor, Aaron Sloan and Chris Marshall, that the students would have regulated expectations and a proposed reporting system, which will be submitted to the above mentioned city staff for consideration.

Charlie McDonald proposed another meeting prior to the next scheduled parking meeting to discuss the reporting system and expectations of the summer students before the recommendations are proposed to the City staff. Melissa McFarland and Tana N. Torch to arrange.

Councillor Isaac Breadner reiterated looking towards the BIA taking over by-law enforcement within the downtown. Charlie McDonald suggested that the BIA would like to see the statistics after the three (3) month pilot program is complete, before a commitment would be considered.

Concerns were raised regarding the M6 lot (York Street) being very dark and in poor condition. Aaron Sloan concluded that the lot has been scheduled for resurfacing mid-July. Parking on York Street South has continued to be an issue with having oversized trucks parking and blocking the street, and damaging the sidewalks.

Discussion was held in regards to the dumpster that is currently sitting behind Friendly's Restaurant on municipal parking spaces, and the importance of By-law enforcement staff being friendly shoppers, business owners and residence.

5.2 MULTI-LEVEL PARKING & TRANSIT HUB

No Update

6.0 NEXT MEETING

Tuesday, June 13th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the May 9th, 2017 meeting of the Parking Committee is adjourned at 9:12am.

Carried PC2017-13

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Ongoing
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Pending



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

AGENDA FOR A SPECIAL MEETING OF THE PARKING COMMITTEE

Thursday, May 25th, 2017

8:30am

**Kawartha Lakes Police Services Community Room
6 Victoria Avenue North, Lindsay**

Committee Members

Co-Chair

Steve Podolsky

Co-Chair

Steve Turner

Voting Members

Dan Burns Jim Garbutt

Charlie McDonald Tim White

Councillor Isaac Breadner

Councillor Pat Dunn

Councillor Gord James

City of Kawartha Lakes Liason

Aaron Sloan

MEETING #SPC-2017-01

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 8:07 am

In Attendance: Steve Podolsky, Jim Garbutt, Charlie McDonald, Tim White, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Aaron Sloan.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: Taylor Steward and Adam Ratton

Regrets: None

Absent: Steve Turner and Councillor Pat Dunn

5.0 OTHER OR NEW BUSINESS

5.1 DOWNTOWN PARKING & USAGE

The Parking Committee presented Aaron Sloan documents for the Parking Pilot Program. Aaron was in agreeance with the documents that were presented to him as well as with the weekly paperwork being submitted to the BIA to compile for the regularly schedule Parking Committee. There will need to be an amendment of the map and patrol course that was submitted from the BIA to mimic the current map/patrol course that is already in place with bi-law enforcement.

A meeting between Aaron, Melissa McFarland and Tana Torch will be arranged for next week to update the BIA's documents to support the patrol course.

The Parking Pilot Program will commence June 5th, 2017.

6.0 NEXT MEETING

Regular parking committee meeting

Tuesday, June 13th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Tim White

Resolved: That the May 25th, 2017 meeting of the Parking Committee is adjourned at 8:39am

Carried SPC2017-01



LINDSAY DOWNTOWN

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Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, June 13th, 2017
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-06

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:37am

In Attendance: Steve Podolsky, Steve Turner, Jim Garbutt, Charlie McDonald, Councillor Pat Dunn, Councillor Gord James.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: Taylor Steward and Adam Ratton

Regrets: Aaron Sloan

Absent: Tim White and Councillor Isaac Breadner

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2017-14

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Charlie McDonald

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of May 9th, 2017 be adopted.

Carried PC2017-15

2.4 ADOPTION OF SPECIAL MINUTES

Moved By: Charlie McDonald

Seconded By: Councillor Gord James

Resolved: That the Meeting Minutes of May 25th, 2017 be adopted.

Carried PC2017-16

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Aaron Sloan will have utilization counts available for the next Parking Committee.

Taylor Steward and Adam Ratton summer students for the City of Kawartha Lakes By-law Department, provided a report of their first week of the Downtown Parking Pilot Program. Business owners have been happy with their presence Downtown, however are getting a lot of complaints from employees of the Downtown businesses, who are getting tickets for parking. Parking Lot M1 is the most heavily ticketed lot. In three (3) days of patrolling thirty-seven (37) tickets were issued.

Taylor Steward and Adam Ratton are to meet with Dan Burns, once the new signs go up in his lot to address the lot issues.

It has been advised that Public Works/Land Management will be placing barricades in the Irish House empty lot.

Discussion was held in reference to the barricades being placed in the Irish House empty lot. It has been suggested that a letter be drafted to Mayor Andy Letham and Ron Taylor of City of Kawartha Lakes suggesting that they consider maintaining this private city owned lot as a permit parking lot, to help alleviate downtown parking issues.

Moved By: Dan Burns **Seconded By:** Jim Garbutt

Resolved: A letter be drafted to Mayor Andy Letham and Ron Taylor, with a request to consider retaining this lot and converting it into a permit parking lot for downtown employee only.

Carried PC2017-17

5.2 MULTI-LEVEL PARKING & TRANSIT HUB

Discussion was held in reference to the Gas Tax that the City of Kawartha Lakes receives, and how the tax can be used to assist with multi-level parking in the Downtown core.

5.3 OTHER ITEMS

6.0 NEXT MEETING

Tuesday, July 11th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the June 13th, 2017 meeting of the Parking Committee is adjourned at 8:12am

Carried PC2017-18

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Ongoing
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Pending
PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Pending



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7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-07

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:32am

In Attendance: Steve Turner, Charlie McDonald, Councillor Pat Dunn, Councillor Gord James, Councillor Isaac Breadner, Tim White and Aaron Sloan

Recording Secretary: Tana N. Torch

Late Arrivals: Dan Burns (7:34am) & Jim Garbutt (7:37am)

Early Departures: None

Guests: Chris Marshall

Regrets: Steve Podolsky

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Gord James

Seconded By: Isaac Breadner

Resolved: That the agenda be adopted as circulated.

Carried PC2017-19

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner

Seconded By: Tim White

Resolved: That the Meeting Minutes of June 13th, 2017 be adopted.

Carried PC2017-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING & USAGE

Report was given from Aaron Sloan regarding statics for June and July, which included tickets issues, complains and utilization.

The Parking Pilot Program Reports that were agreed to in advance are not being submitted to the BIA for analysis prior to the Parking Meetings. It has been requested that reports get sent weekly by Aaron Sloan.

Discussion was held in reference to the City of Kawartha Lakes By-Law Students walking past vehicles and not scanning the licence plates, which reflects the statistics needed to go to Council in the fall. There is also concern that not enough patrols through the Downtown are being complete.

Businesses are upset with employees getting tickets. It has been suggested that parking permits be purchased from the business, where the businesses can give them out when staff are in. Aaron Sloan doesn't believe the electronic licence plate scanner is set up for multiple licence plates. Aaron will follow up with an email to all Parking Committee Members with an answer.

Discussion was held in reference to the Parking Signage in Lot M1 not being completed. Chris Marshall, City of Kawartha Lakes, Director of Development Services has agreed to find out why this has not been completed. Various other lots are also missing signage or have had a significant delay in putting signage up. Aaron Sloan noted that budgetary restrictions cause delays on such items. The BIA has agreed to assist where needed to assure proper signage is up.

5.2 MULTI-LEVEL PARKING & TRANSIT HUB

Councillor Gord James would like to partner with the BIA to look the best solution for parking/transit hub, using Gas Tax Money. It was suggested that if there were additional footings put in place, the future transit hub could be built up for an additional parking lot.

5.3 OTHER ITEMS

Discussion was held in reference to the Irish House Lot. Before this lot could become a parking lot, the lot would be required to be excavated and cleaned up and be engineered filled. The letter from the BIA that was sent to the City of Kawartha Lakes, will go to council. Council will request for an engineer to estimate the cost to fix the lot. Graveling the lot would be the best solution, however City of Kawartha Lakes Risk Management team would consider this too much of a liability.

6.0 NEXT MEETING

Tuesday, August 8th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the July 11th, 2017 meeting of the Parking Committee is adjourned at 8:25am

Carried PC2017-18

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
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PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Pending
PC-2017-07	Irish House Lot	Chris Marshall Council	When information is available	Pending
PC-2017-07	Long line signage for Lot M2	Aaron Sloan Committee	3-4 Weeks	Pending

Completed Action Items

PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Complete
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LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, August 8th, 2017
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-08

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:37am

In Attendance: Steve Turner, Charlie McDonald, Councillor Gord James, Tim White and Aaron Sloan

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: Bob Minhas

Regrets: Councillor Pat Dunn

Absent: Dan Burns and Councillor Isaac Breadner

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Tim White

Seconded By: Steve Podolsky

Resolved: That the agenda be adopted as circulated.

Carried PC2017-19

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Steve Turner

Seconded By: Charlie McDonald

Resolved: That the Meeting Minutes of July 11th, 2017 be adopted.

Carried PC2017-20

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 PILOT PARKING PROGRAM

Reports from June 5 – August 4th were received from Aaron Sloan regarding the Pilot Parking Program.

Accept Pilot Parking Report

Moved By: Jim Garbutt

Seconded By: Councillor Gord James

Resolved: That the Pilot Parking Program reports for June 5 – August 4 were received.

Carried PC2017-21

Discussion was held regarding the Pilot Parking Program Reports that were submitted by Aaron Sloan. Charlie McDonald raised concern about the amount of patrols that are being conducted each day, the lack of information and permitting information being provided, as well as the amount of tickets being given each week.

Aaron Sloan indicated that the large amount of tickets that were issued in the month of June were incorrect and that many of the violators had permits. All tickets were cancelled for those who were issued tickets with permits. Aaron also cited that first time ticket offenders are granted forgiveness and their tickets are retracted. Permits are now being tracked, however there is still no identifiable number of permits issued.

A request for arcuate tickets given each week has been requested from the Parking Committee to Aaron Sloan for the Pilot Parking Program documentation.

Charlie McDonald reiterated to the Parking Committee about the BIA taking over by-law enforcement within the Downtown based on the inadequate information being received by the Pilot Parking Program.

5.2 DOWNTOWN PARKING & USAGE

Aaron Sloan is waiting on quotes for six (6) long vehicle signs for lot M2. Once quotes have been received the long vehicle signs will be ordered.

With the relocation of the William Street transit hub to Victoria Street there will be six (6) less parking spaces on Victoria, but there will be approximately three (3) additional spaces on William Street.

5.3 MULTI-LEVEL PARKING & TRANSIT HUB

Discussion was held about the relocation of the Transit Hub from William Street moving to Victoria Street.

5.5 OTHER ITEMS

Ron Taylor has responded to the Irish House letter that was addressed to him on June 19, 2017, disclosing that the Irish House lot is being prepared for Sale.

6.0 NEXT MEETING

Tuesday, September 12th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Charlie McDonald

Seconded By: Jim Garbutt

Resolved: That the August 8th, 2017 meeting of the Parking Committee is adjourned at 8:10am

Carried PC2017-22

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Ongoing
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-07	Long line signage for Lot M2	Aaron Sloan Committee	3-4 Weeks	Pending

Completed Action Items

PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Complete
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Complete
PC-2017-07	Irish House Lot	Chris Marshall Council	When information is available	Complete



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

**Tuesday, September 12th, 2017
7:30am**

**The Grand Experience (Upper Level)
177 Kent Street West, Lindsay**

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-09

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:35am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James.

Recording Secretary: Tana N. Torch

Late Arrivals: Jim Garbutt (7:43), Dan Burns (7:43)

Early Departures: None

Guests: Chris Marshall (7:47)

Regrets: Steve Turner and Tim White

Absent: None

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Pat Dunn

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2017-23

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Gord James

Resolved: That the Meeting Minutes of August 8th, 2017 be adopted.

Carried PC2017-24

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 PILOT PARKING PROGRAM

The Pilot Parking Program was completed September 1, 2017.

Discussion was held in reference to the completion of the Pilot Parking Program, where the committee feels that the Pilot Parking Program was not successful due to lack of documentation, patrols and other variables, and as an end result feels that the Pilot Parking Program was a failure.

City of Kawartha Lakes Director of Development Services, Chris Marshall disagrees with the Parking Committee and stated that all of the information requested by the Parking Committee for this Pilot Program was collected, and any questions or concerns that the Committee had with the documentation provided was outlined through emails and meetings with Charlie McDonald and Steve Podolsky.

All email correspondence (questions and answers) will be provided to the Parking Committee for review prior to the next Parking Committee Meeting.

There was a discrepancy between the finalized Pilot Parking Number totals between the Parking Committee and the City of Kawartha Lakes. Aaron Sloan will submit the City of Kawartha Lakes finalized numbers to the BIA one (1) week prior to the next Parking Committee Meeting.

5.2 DOWNTOWN PARKING & USAGE

By-law enforcement for Downtown will now be one (1) day per week and on a complaint basis. The parking committee is not in favour of this schedule as parking signs state two (2) hour parking.

Discussion was held over various options to obtain optimal enforcement for the Downtown.

Charlie McDonald has suggested that the Downtown BIA take over Downtown Parking Enforcement on a one (1) year pilot parking program.

Discussion was held regarding the BIA taking over Downtown Parking and the logistics of financial support from the city and/or financial allocation from the BIA to support a parking patrol officer.

City Staff and Downtown Business and their employees not following parking by-laws, and moving their vehicles every few hours in lieu of getting a permit.

A letter to all BIA Members will go out regarding Business Parking Permits.

5.3 MULTI-LEVEL PARKING & TRANSIT HUB

No Update

5.5 OTHER ITEMS

Long vehicles signs have been ordered and are now awaiting for installation.

6.0 NEXT MEETING

Tuesday, October 10th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By: Dan Burns

Seconded By: Pat Dunn

Resolved: That the September 12th, meeting of the Parking Committee is adjourned at 8:34am

Carried PC2017-25

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-07	Long line signage for Lot M2	Aaron Sloan Committee	3-4 Weeks	Pending
PC-2017-09	Summer Student Finalized Data to be submitted to BIA.	Aaron Sloan	3-4 Weeks	Pending

Completed Action Items

PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Complete
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Complete
PC-2017-07	Irish House Lot	Chris Marshall Council	When information is available	Complete
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Complete



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE PARKING COMMITTEE

Tuesday, October 10th, 2017
7:30am

Big Brother Big Sisters Board Room
117 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

City of Kawartha Lakes Liason
Aaron Sloan

MEETING #PC-2017-10

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:40am

In Attendance: Steve Podolsky, Steve Turner, Charlie McDonald, Councillor Isaac Breadner, Councillor Pat Dunn, Councillor Gord James, Jim Garbutt and Dan Burns.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Tim White

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2017-26

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Isaac Breadner

Seconded By: Steve Turner

Resolved: That the Meeting Minutes of September 12, 2017 be adopted.

Carried PC2017-27

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

None

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 PILOT PARKING PROGRAM

Discussion was held in regards to the final Pilot Parking Program numbers that were provided from Aaron Sloan. The final numbers greatly differed from the original Pilot Parking Program numbers that were provided during the summer.

Parking enforcement for the Downtown has been rescheduled to one (1) day per week and on a complaint basis. The committee is not in favour of this patrol schedule.

5.2 DOWNTOWN PARKING & USAGE

Deferred to next meeting

5.3 MULTI-LEVEL PARKING & TRANSIT HUB

Deferred to next meeting

5.5 OTHER ITEMS

Discussion was held regarding various options for increased parking enforcement within the Downtown.

Moved By: Dan Burns

Seconded By: Steve Turner

Resolved: The Lindsay Downtown Business Improvement Association is requesting to assume parking enforcement and control of parking allotment, within the Lindsay Downtown Business Improvement Association catchment area five (5) days a week, in partnership with the City of Kawartha Lakes, By-Law Enforcement Office.

Carried PC2017-28

Committee members are to forward their thoughts/opinions/suggestions outlining the duties of the potential parking enforcement officer, no later than Friday, October 20, 2017. Tana Torch to send email to all committee members requesting such information.

6.0 NEXT MEETING

Tuesday, November 14th, 2017

7:30am

The Grand Experience (Upper Level)

177 Kent Street West

7.0 ADJOURNMENT

Moved By:

Seconded By:

Resolved: That the October 10th, meeting of the Parking Committee is adjourned at 8:37am

Carried PC2017-29

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-07	Long line signage for Lot M2	Aaron Sloan Committee	3-4 Weeks	Pending

Completed Action Items

PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Complete
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Complete
PC-2017-07	Irish House Lot	Chris Marshall Council	When information is available	Complete
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Complete
PC-2017-09	Summer Student Finalized Data to be submitted to BIA.	Aaron Sloan	3-4 Weeks	Complete



LINDSAY DOWNTOWN

STYLE + FLAVOUR + LIFE

Lindsay Downtown Business Improvement Association

REGULAR MEETING OF THE
PARKING COMMITTEE

Tuesday, November 21th, 2017
7:30am

Big Brother Big Sisters Board Room
117 Kent Street West, Lindsay

Committee Members

Co-Chair
Steve Podolsky

Co-Chair
Steve Turner

Voting Members

Dan Burns Jim Garbutt
Charlie McDonald Tim White
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Gord James

MEETING #PC-2017-11

1.0 CALL TO ORDER

Meeting Called to Order by the Chair: 7:55am

In Attendance: Steve Podolsky, Charlie McDonald, Councillor Pat Dunn, Jim Garbutt and Dan Burns.

Recording Secretary: Tana N. Torch

Late Arrivals: None

Early Departures: None

Guests: None

Regrets: None

Absent: Steve Turner, Tim White, Councillor Isaac Breadner & Councillor Gord James

2.0 ADMINISTRATIVE BUSINESS

2.1 ADOPTION OF AGENDA

Moved By: Jim Garbutt

Seconded By: Charlie McDonald

Resolved: That the agenda be adopted as circulated.

Carried PC2017-30

2.2 DECLARATIONS OF PECUNIARY INTEREST

2.3 ADOPTION OF MINUTES

Moved By: Pat Dunn

Seconded By: Dan Burns

Resolved: That the Meeting Minutes of October 10th, 2017 be adopted.

Carried PC2017-31

3.0 DEPUTATIONS

None

4.0 CORRESPONDENCE

4.1 Read for Information

4.2 Read for Information

5.0 OTHER OR NEW BUSINESS (PARKING)

5.1 DOWNTOWN PARKING ENFORCEMENT

Discussion was held in regards to the Lindsay Downtown BIA taking over parking enforcement in the BIA Catchment Area. The following proposal will be presented to the City of Kawartha Lakes CAO, Ron Taylor for consideration of a BIA enforcement catchment area.

For the Lindsay Downtown BIA to successfully take over parking enforcement five (5) days a week, from 9:30am – 4:00pm in the Downtown Catchment, the City of Kawartha Lakes will need to provide the following:

Training:

- Trained on all by-laws related to enforcement of the Downtown
- Shadowing of parking enforcement patrol
- How to write tickets manually
- How to use hand held enforcement device
- All other training relatable to the success of a BIA Parking Enforcement Officer

Equipment:

- Hand held enforcement device
- Paper/ink supplies for hand held enforcement device
- Camera
- Uniform (Pants, shoes, vest, shirt, coat and belt)

Maintenance:

- City of Kawartha Lakes is responsible for the maintenance and upgrades needed for the parking enforcement hand held device.

Administration:

- Process tickets, fines and approved permits
- No modification of tickets (ie Cancellations)

Monetary Amount:

- \$35,000.00

Authority for the Lindsay Downtown BIA:

- Write and remove tickets
- Solely approve or deny cancellation of tickets
- Control, approve or deny the sale of permits in the BIA Catchment
- Full co-operation of the City of Kawartha Lakes
- Full co-operation of the City of Kawartha Lakes Municipal Enforcement Office

Moved By: Jim Garbutt

Seconded By: Dan Burns

Resolved: That the parking subcommittee recommends the above noted proposal be submitted to the Board of Directors for approval and will be noted as "Schedule A".

Carried PC2017-32

- 5.2 No Update
- 5.3 No Update
- 5.4 No Update

6.0 NEXT MEETING

Tuesday, December 12, 2017
7:30am
The Grand Experience (Upper Level)
177 Kent Street West

7.0 ADJOURNMENT

Moved By: Steve Podolsky

Seconded By: Pat Dunn

Resolved: That the November 21, meeting of the Parking Committee is adjourned at 8:32am

Carried PC2017-33

ACTION ITEMS

Meeting	Item	Responsible	Timeline	Status
PC-2017-03	Compile an overview of the cost to the City for the enforcement of parking in downtown Lindsay.	Aaron Sloan & Chris Marshall	Report to Council – Fall 2017	Pending
PC-2017-03	Data provided to committee regarding types of permits and allocations.	Aaron Sloan	When information is available	Pending
PC-2017-03	Address issues regarding snow removal in downtown parking lots.	Committee	October 2017 Meeting	Pending
PC-2017-07	Long line signage for Lot M2	Aaron Sloan Committee	3-4 Weeks	Pending

Completed Action Items

PC-2017-06	Long lines to be painted in Lot M2	Aaron Sloan	2-3 Weeks	Complete
PC-2017-05	4HR/Permitting signage for Lot M1	Aaron Sloan	3-4 Weeks	Complete
PC-2017-07	Irish House Lot	Chris Marshall Council	When information is available	Complete
PC-2017-03	Data to be collected by the summer by-law enforcement students on tickets, utilization, etc, reported to committee.	Summer Students, Aaron Sloan	Monthly, beginning in June	Complete
PC-2017-09	Summer Student Finalized Data to be submitted to BIA.	Aaron Sloan	3-4 Weeks	Complete