

Minutes, Parking Mgmt. Task Force, 5/20/2021

Present: Jackie, Greg, Claudia, Tim, Allen, Emanuel, Paul, Roger, Roz

1. Question from Jackie: Any change in protocols for committee/task force meetings since relaxation of covid-19 restrictions? Roz: No change announced by the City Manager at this point.

2. Review of minutes from 4/29/21 work session on Curb Space Survey Draft. Minutes revised and approved by voice vote.

3. Review of Introduction and "Permits" section of Curb Space Survey draft text as revised by Tim Judson, based on 4/29/21 work.

- Discussion: whether to include link to draft recommendations in survey; pros vs. cons of releasing those draft recs into the community. Possible confusion vs. need for transparency. Suggestion: let people know that these questions are designed to inform our group's emerging recommendations.
- Agreement to address edits/formatting suggestions and outstanding questions from 4/29 meeting via a pass-through of the document, then address more global questions at the end.
- Agreement to move demographic questions, e.g. what neighborhood do you live in, to the end.
- Agreement to lead in with an open-ended question about your experiences with the curb space. Recognition of need to define concepts like "curb space" and "Residential Parking Permit Area" for the survey taker when they first come up.
- Agreed to use "our" and "we" in the document -- we will aim for that.
- Within a section of questions, agreement to lead in with the smaller and simpler ones and finish with the more in-depth, complex ones.
- After each question, there will be a field with "Comment (optional): _____."
- Formatting of 1-5 Likert-scale questions will need to be consistent and unambiguous.
- On several questions, agreement to remove secondary statements/questions of a technical nature to make the question more focused.

4. The group agreed to finish fine-tuning the draft survey in a work session on Thursday, June 3 at 7:30 pm. One member mentioned that they will be potentially be unable to participate in a few consecutive meetings after this point; the group consensus was that this member should remain available and return to participation as soon as possible.

5. The next regular meeting will be on Thursday, June 17 at 7:30 pm.

6. Thanks to Tim Judson for his preparatory work with revisions. The meeting adjourned at 8:40 pm.