

**CITY OF COVINGTON  
PARKING AUTHORITY  
APRIL 27, 2011 MEETING MINUTES  
4:00 PM**

**MEMBERS PRESENT:**

Kim C. Carter, Chairman  
Denise Spires  
Charles Wilborn

**STAFF PRESENT:**

Randy Vinson, Planning Director  
Scott Gaither, Senior Planner  
Josephine Kelly, Main Street

**ABSENT:** Cham Stone, Lee Mayfield

**1. OPENING STATEMENT:**

Kim Carter called the meeting to order and welcomed everyone. Mrs. Carter went on to state that there a quorum was present and she would only vote to break a tie.

**2. CONSIDER NOVEMBER 22, 2010 MINUTES:**

**Denise Spires made the motion to approve the minutes from the November 22, 2010 meeting. The motion was seconded by Charles Wilborn and the motion passed unanimously.**

**3. OLD BUSINESS:**

Mrs. Carter stated the only old business to be considered is a vote to change the Parking Authority fiscal year from the calendar year to run July 1 to June 30 to correspond with the City's fiscal year.

**Ms. Spires made a motion to approve and retro-act the Parking Authority's fiscal year to run from July 1 to June 30 to correspond with the City's fiscal year. The motion was seconded by Mr. Wilborn and the motion passed unanimously.**

**3. NEW BUSINESS:**

Mrs. Carter provided a brief explanation of responsibilities of the Parking Authority and asked Josephine Kelly to provide an update to the City's Park Smart in Downtown Covington.

Ms. Kelly stated that every business in the downtown area has received notification and understand the penalty structure. She stated she is placing rack holders and an informational brochure in the business establishments for their patrons.

Mrs. Carter asked if the parking@cityofcovington.org email address is functional and if not she will have it default to Planning & Zoning.

Ms. Spires stated she had not heard, negative or positive, from neighboring businesses.

Ms. Kelly stated she has had complaints from Southern Heartland Art Gallery regarding the handicapped customers getting ticketed for parking in spaces for more than two hours and asked that the Police Department use discretion when considering handicapped parkers. She also stated she had heard other jurisdictions do not ticket out of county tags.

Mrs. Carter asked Ms. Kelly to look into that and she will asked Chief of Police, Stacy Cotton to exempt handicapped spaces in downtown.

Ms. Kelly asked if the Authority ever established where the parking fine money will go; i.e., back to the Authority or in another account

Mrs. Carter stated she will ask the City Attorney, Ed Crudup, where the money is being deposited.

Josephine followed up by stating she anticipates the enforcement of the Park Smart program to begin on May 2, 2011.

**A. DISCUSSION OF THE CHURCH STREET PARKING LOT:**

Randy Vinson gave a presentation of condition of the Church Street Parking Lot which is owned by the Parking Authority who has leased a portion of the lot to the private developer, Sunbelco, Inc., who developed the property for the use of the residents who live in the lofts. Mr. Vinson stated he has received complaints of the degrading parking area from the residents and the worst damage is near the area where Amici's dumpster sits. The dumpster should not be placed where it is as the owner built a specific room for the dumpster.

Mrs. Carter stated this dumpster is currently located on Parking Authority property and not private property and should be removed.

Mr. Vinson stated he intends to schedule a meeting with Billy Bouchillon, Sunbelco, Amici's owner and Mrs. Carter to discuss removing the dumpster, repairing the lot as well as future lot maintenance.

**Ms. Spires made a motion to ask the private developer, Sunbelco, to remove the dumpster from the Parking Authority's lot and place on private property. Mr. Wilborn seconded the motion and the motion passed unanimously.**

Mrs. Carter stated she recently received a phone call from a resident regarding the grounds maintenance though the lot is owned by the Parking Authority and many spaces are leased to the private developer there is no agreement for grounds maintenance.

**Ms. Spires made a motion to formally request to the City Council for the city to maintain the entire parking lot as in-kind services. Mr. Wilborn seconded the motion and the motion passed unanimously.**

Mrs. Carter stated she had spoken to Fleeta Smith-Baggett who is concerned about the lack of lighting at the parking lot. Mrs. Smith-Baggett stated prior to the development of that lot street lights were out there since then they have been removed and the holes filled. Mrs. Carter asked Mr. Vinson to inquire from Mr. Billy Skinner and Mr. Bill Meacham to determine if the City removed the lights and if they can be easily replaced.

Mr. Vinson stated he has received two bids for the repair, re-seal and re-striping of the public use section of the parking lot and the lowest bid was \$4,373.00. If everything goes well with the meeting he is scheduling would the Authority be willing to perform the work?

Mrs. Carter said she would prefer to have the meeting first then the Authority can hold a vote via email so that a better understanding is had about what is being paid, what is being repaired and who is responsible.

Ms. Spires asked if the Authority has enough money.

Mr. Vinson stated yes.

Ms. Kelly stated she and Mr. Vinson have been working on conceptual design drawing for signage identifying the public lot.

Mrs. Carter stated she will put that as an agenda item for the next meeting which will be held at 9:00 am a month from today, as long as it doesn't fall on May 26<sup>th</sup>. With no other business for discussion the meeting is adjourned.

These minute of the April 27, 2011 Covington Parking Authority meeting are approved.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Recorder

\_\_\_\_\_  
Date