



PARKING COMMITTEE MEETING AGENDA

October 30, 2026 at 7:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Roll Call

Meeting Minutes Approval

1. Approval of Minutes from the Committee's October 16, 2026, Meeting - ***action item***

Old/Unfinished Business

2. Recommendation: Annual Daytime Off-Street Parking Permits - ***action item***

New Business

3. Discussion: Off-Street Hourly Rates and Payment Increments
4. Proposed Remaining Committee Priorities - ***action item***

General Announcements/Comments

Public Comment

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.
Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>.
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



PARKING COMMITTEE MEETING MINUTES

October 16, 2026 at 7:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Chair Luke Omodt called the meeting of the Sandpoint Parking Committee to order at 7:30 a.m. on Friday, October 16, 2026, in the Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Scott Wilburn
Brynn Woodruff
Luke Omodt, Chair
Erin Riseborough
Bob Clark, Vice Chair

Also present were staff liaison Lt. Michael Aerni, Community Planning and Development Director Jason Welker, and Deputy City Clerk Hayley Keys, who is serving as board clerk.

Meeting Minutes Approval

1. Approval of Minutes from the Committee's October 2, 2026, Meeting

Committee member Clark made a motion to approve the Committee's October 2, 2026, meeting minutes. Committee member Wilburn seconded the motion, and the minutes were approved by a unanimous vote of the Committee.

Motion made by Clark, Seconded by Wilburn.

Voting Yea: Wilburn, Woodruff, Omodt, Riseborough, Clark

Old/Unfinished Business

2. Discussion: Previous Meeting Follow-Up Questions

Lt. Aerni and Director Welker responded to questions raised by Committee members at the previous meeting. Information only; no Committee action.

New Business

3. Discussion: Permit Types - Printed vs. Plate

Director Welker presented the different permit types currently available for Sandpoint and Bonner County residents, and the costs associated with the permits. Lt. Aerni and Director Welker both fielded questions from Committee members. Committee members then discussed potential adjustments to be brought forward at a future meeting for consideration and recommendation to Council. Information only; no Committee action.

4. Discussion: Downtown Employee Eligibility

Lt. Aerni and Director Welker provided information and fielded questions from Committee members regarding eligibility on parking permits for downtown employees. Information only; no Committee action.

General Announcements/Comments

No Committee members provided any general announcements or comments.

Public Comment

A member of the public provided comments regarding parking near her residence and the use of parking permits.

Adjourn

With no further business on the agenda, the meeting was adjourned at 8:58 a.m.

I presided over this meeting and can confirm that these minutes, prepared by the clerk, were approved by the Sandpoint Parking Committee during their meeting held on _____, 2026.

Luke Omodt, Chair

Attest: Hayley Keys, Deputy City Clerk



AGENDA REPORT

Parking Committee Meeting

TODAY'S DATE: October 26, 2026

MEETING DATE: October 30, 2026

TO: City of Sandpoint Parking Committee

FROM: Jason Welker, Planning & Community Development Director

SUBJECT: Annual Parking Permit Policy Alternatives and Council recommendation

Introduction and Background

The purpose of this action item is to consider three alternatives for the annual daytime off-street resident parking permit program and recommend a preferred alternative to City Council for its November 18, 2026 meeting.

The City's resident parking permit program supports convenient access to downtown and waterfront parking while collecting hourly parking revenue from users without permits, including visitors who do not contribute City property taxes. Residential property owners already contribute through property taxes, and renters contribute indirectly through housing costs.

Current program overview

The City's current parking permit program, launched in June of 2026, included a resident parking permit providing all-day parking in the City's off-street parking facilities both downtown (the City lot at Third and Church and Jeff Jones Square) and along the public waterfront (Bridge Street lot, the City Beach parking lot, Windbag Marina, and the Pend Oreille Bay Trailhead lot). Intended for residents of the City and County, City residents were offered the permit at a price of \$20, which just covered the cost of processing, address verification, and physical decal shipping and handling. A \$15 fee was added to the price County residents paid, intended to offset maintenance and operations costs of City parking facilities, costs for which non-City residents have no means of supporting otherwise.

The 2025 Parking Management Plan estimated the cost of maintaining Sandpoint's public off-street parking infrastructure at \$85 per taxpaying household (or \$290,375 per year in total). It did not establish that \$85 of every Sandpoint household's taxes was actually going into parking lot maintenance, rather that if the City were to adequately fund parking lot maintenance that would be the per household tax burden necessary to do so. In reality, that \$290,375 annual cost has been deferred more often than not, and Sandpoint's 505 off-street parking spaces downtown and along the waterfront have not seen the investment necessary to keep them fresh, functional, accessible, and performing at the standard required of private development in Sandpoint.

In 2025 the City invested \$540,000 of taxpayer money to completely resurface the downtown lot at Third Avenue and Church Street. The price tag reflects the consequence of neglecting ongoing maintenance and operations of parking facilities, and points to the true cost of “free” parking to Sandpoint taxpayers. Meanwhile, the 300-stall vehicle and boat trailer parking lot at City Beach has not undergone a resurfacing since the 1960s and fails to meet nearly every parking lot standard in Sandpoint City Code, including those around landscaping and shade trees, stormwater management, lighting, pedestrian safety, ADA requirements, parking stall dimensions, and so on. The City is currently engaged in an engineering effort to design a City Beach parking facility that comes closer to meeting the City’s standards, and while the final cost estimate is still in development, it is anticipated that the cost of improving the City Beach parking lot will exceed \$3 million.

The principle behind permit parking is simple: Provide City residents with a low or no-cost permit providing them all-day access to their taxpayer-funded lots, while giving non-taxpaying residents of the County and beyond the opportunity to contribute to parking lot maintenance and repairs through either a purchased parking permit or paid hourly parking. When the bills come due for the next major parking lot improvement, the City will be in a position to demonstrate sound fiscal management and common sense budgeting principles by having a revenue source to offset the costs of parking lot improvements, maintenance, and operations. Without a paid parking permit and hourly parking program, the City cannot rationally justify investing the millions of dollars needed to bring our public parking facilities up to the standards to which we hold private development in our own City code.

Observations of the current program in first year of implementation

The current program launched with the activation of the permit portal in early June. Press releases, social media posts, and news stories on the City website aimed to inform the public about the availability of resident parking permits and the importance of purchasing one before parking kiosks would be activated on July 1st. By the end of June over 800 City and a similar number of County resident permits had been applied for, each requiring manual address verification by IPS or City staff. The application required upload of proof of residency and a current vehicle registration, which, once reviewed, would be approved or rejected, with a notification email sent to the applicant indicating next steps sent including instructions on how to pay. Once payment was made, the purchaser was notified that their permit was active, and that a physical decal would be arriving in the mail within 14 days.

This was the first major glitch in the program: despite IPS’s assurances to the City that decals were being procured and routed to customers, their supplier failed to produce the decals in a timely manner and even two months after launching the portal physical decals still had not been produced. Many permit buyers assumed that for their permit to be active a physical decal was required (despite what the emails said to the contrary).

A second issue with the rollout was that many customers struggled with the portal itself. Scanning or photographing physical documents for upload proved challenging for many customers, and over the months of June and July around 250 made their way to City Hall for assistance from City staff, who subsequently spent hours each day supporting customers at the counter, applying for permits on their behalf, scanning or photographing documents, and verifying addresses on the spot. The program as launched underestimated the level of personal assistance customers would require.

The most common reason for a permit application being rejected was in the case of County residents applying for a City resident permit. Perhaps unique in Bonner County, there are thousands of households located in the unincorporated County that have Sandpoint mailing addresses. Many of these households applied for City resident permits and were rejected due to their county residency. This led to great frustration among customers who believed they were entitled to a City resident rate for their parking permit.

Another issue that emerged was the number of downtown employees who do not reside in the City or the County but whom felt they should have the same permit access as their colleagues who do. With no resident permit available, the only option these employees were provided to avoid either paying hourly parking rates or

shuffling their cars every few hours in the 3- and 4-hour stall was to purchase a 24-hour street parking permit, which at \$40 per month exceeded the cost of resident permits between ten and twenty-fold. All three proposed alternatives below resolve this by opening the non-City resident permits to all non-City residents, not just those who reside in Bonner County.

Despite these challenges, by the end of summer around 2,900 resident permits were successfully purchased and active in the IPS system. Without physical decals to display, the customers' license plates served as their permits, which worked out well enough for enforcement purposes since license plates are the basis for registering a parking session at a kiosk as well.

Two of the three proposals presented for the Parking Committee's consideration in this report would eliminate physical decals from the program and go to an entirely "virtual" parking permit program tied to vehicle license plates; both options that reduce the need to handle and mail physical decals and which prevent the risk of permits being passed around to non-eligible vehicle owners, an outcome that would reduce both the revenue and the intended benefits to City residents and downtown employees of improved access and availability to convenient parking at City Beach and the downtown lot.

Council direction

At its August 5th meeting, Sandpoint City Council voted to approve a motion that, directed staff to "remove the downtown on-street parking kiosks, maintain the two-hour parking limit with additional time available by text or mobile app, continue paid parking at the City lot, City Beach, and Bridge Street lot, **establish a free 2027 Annual parking pass for City residents** and a hardship pass for Bonner county residents, and reinstate the Parking Committee pursuant to Sandpoint City Code Title 2, Chapter 8."

Two of the three proposals below achieve the directive to establish a free 2027 annual parking pass for City residents. A third proposes a cheaper parking pass for City residents, and should therefore only be considered for recommendation if this committee believes it is a better option compared to the two others. The question of a hardship waiver for non-City residents will be taken up at a future Parking Committee meeting.

Proposed Alternatives to the Current Program

Alternative 1: City decals and a single paid permit

Alternative 1 was what was discussed at the October 16th parking committee meeting. It starts with providing two no-charge physical City permits per household, mailed directly to residential property owners in Sandpoint. City renters may obtain their household's two permits over the counter at City Hall with a current rental agreement proving City residency.

Under this alternative City decals must be affixed to and clearly displayed in the vehicle window. They would have no associated license plate. Additional permits beyond the two no-charge permits must be purchased through the IPS permit portal. If a City decal is lost, the resident must purchase a paid virtual permit; no replacement decal would be issued.

The off-street parking permit offered through the IPS portal would be simplified as a single, \$40 permit with no residency requirement, eliminating the current City and County prices. Paid permits would be virtual, linked to a vehicle license plate, and active immediately upon purchase. No paid-permit decals would be mailed.

Benefits and tradeoffs of Alternative 1

This alternative fulfills Council's no-charge permit direction and provides a familiar physical decal to City households. The single paid permit simplifies eligibility and gives workers from outside Bonner County access to an affordable annual permit.

The City would procure and distribute decals in parallel with IPS administration of paid permits. Automatic mailings would reach some households that do not need or want permits, and some decals could be passed to

non-City residents. Because decals are not plate-linked, restricting their use to eligible households would be more difficult.

The \$40 paid permit would help support program costs, which are estimated at around \$9,000 in direct monetary costs to the City of procuring and mailing approximately 8,000 City-resident parking permits to around 4,000 households. Additional costs would include the staff time required to administer over-the-counter permits to renters who did not receive theirs online. Support for households seeking to purchase additional permits through the portal who require personal assistance would also incur additional costs.

Alternative 2: Paid City and unrestricted non-City permits

A second alternative, not discussed by the committee, but provided by staff for the committee's consideration, would reduce the annual City resident permit price to \$15 and replace the Bonner County resident permit with a \$35 annual non-City resident permit available to anyone, regardless of residency. Both permits would be purchased through the IPS portal, linked to vehicle license plates, and valid for the calendar year. The City would not procure or mail household decals or operate a separate no-charge distribution program.

Only applicants for the \$15 City resident permit will undergo residency verification under this program. All \$35 permit requests would be approved automatically and activated immediately upon purchase, without residency verification. Although labeled a non-City resident permit, the \$35 permit would be available to anyone; applicants would not need to establish where they live.

Benefits and tradeoffs of Alternative 2

Eliminating verification for every \$35 permit would reduce administrative costs and shorten the approval process for those purchases. It would also provide an affordable annual permit for employees who live outside Bonner County, resolving a major complaint about the City/County program introduced in 2026.

Eliminating physical permit fulfillment allows the City resident price to decrease from \$20 to \$15, enough to cover the cost of permit administration. The City does not lose money on every City-resident permit issued (as it would under Alternative 1), but it also does not make money.

Both permits would be entirely virtual, with no physical decals or shipping and handling. The program would retain a single portal-based system, with permits issued only to people requesting them, eliminating opportunities for permit abuse. It would require Council to reconsider its direction that City resident permits be available at no cost.

Alternative 3: No charge City permits through the portal

A third alternative would provide two no-charge annual virtual permits per City household through the IPS portal, with confirmation of City residency required before activation. Virtual permits with address verification cost approximately \$15 each to process. To offset this cost Alternative 3 proposes increasing the non-City resident permit price to \$50. In essence, each \$50 non-City resident permit sold would subsidize the cost of one City-resident permit. The \$50 permit would have no residency eligibility requirement and would be activated immediately upon purchase.

All permits would be linked to vehicle license plates. No physical decals would be provided or mailed. City residency confirmation would remain necessary for the no-charge benefit; eligibility procedures would accommodate both owners and renters and enforce the two-per-household limit. Each vehicle covered would need its own virtual permit.

Benefits and tradeoffs of Alternative 3

This alternative fulfills Council's no-charge direction while retaining a single portal-based system. Only households that request permits would receive them, avoiding guaranteed production and mailing costs for thousands of decals and reducing the opportunity to pass no-charge physical permits to non-City residents.

The City would still incur processing and residency-verification costs for each no-charge permit. That cost may exceed the per-permit cost of mailing a decal, but fewer permits are expected to be requested. The \$50 paid permit price is intended to help offset the costs of no-charge City permits; actual cost recovery would depend on permit demand and IPS charges.

Table 1: Summary of three alternative proposals for parking permit program

Feature	Alternative 1: City decals	Alternative 2: Paid virtual permits	Alternative 3: No-charge virtual permits
City residents	Two free decals per household	\$15 per vehicle annually	Two free virtual permits per household
Permit available to anyone	\$40 annually	\$35 annually	\$50 annually
Distribution	Decals mailed to owners; renters apply at City Hall. Paid permits through IPS portal.	All permits through IPS portal	All permits through IPS portal
City cost	Approximately \$9,000 for decals and mailing, plus staff time	City permit fee covers administration	Approximately \$15 per free permit, offset by paid permit revenue
Main tradeoff	Separate distribution system; decals may be passed to others	Requires reconsideration of Council's no-charge direction	Higher paid permit price; cost recovery depends on demand

Parking Privileges and Enforcement Under All Alternatives

Annual daytime permits would be valid for the calendar year in designated City off-street lots, including the downtown City lot and all Waterfront lots. They would require no kiosk check-in and would not waive on-street time limits or confer overnight or multi-day privileges. The proposed changes do not amend street, boat launch, or marina permit provisions.

Under Alternative 1, officers could visually verify City decals. Vehicles without a valid displayed decal would be checked by license plate for a virtual permit or paid hourly session. Under Alternatives 2 and 3, all permit checks would use license plates. During paid hours, a vehicle without valid permit authorization or a paid session would be treated as a violation.

Council Decision and Implementation Schedule

To implement Alternative 1 by January 1, staff advises that Council must decide by the end of November, allowing time for bulk decal procurement, resident distribution, and IPS portal changes. Staff anticipate a procurement allowance of approximately 8,000 physical decals; final quantities would be confirmed before ordering. Portal-only alternatives would also require IPS configuration and public communication, with readiness confirmed before launch.

If Council does not select a program on November 18, staff recommend extending existing 2026 annual daytime parking permits through February 28, 2027. This would give current permit holders certainty while Council deliberates and staff prepares implementation. The extension would apply only to annual daytime off-street permits, excluding street permits, boat launch permits, and marina permits. It would not authorize new parking privileges or constitute adoption of a permanent permit structure.

Council should authorize the extension before it is announced. Staff would coordinate the expiration-date update with IPS and communicate the February 28 deadline and the transition to the Council-selected program. Before announcing the extension, Council should also clarify for staff how they would like new applicants to be able to obtain annual daytime permits during the interim period.

Possible motion: Alternative 1: City decals and a single paid permit

"I move that the Parking Committee forward the three annual daytime off-street parking permit alternatives to City Council and recommend Alternative 1"

Possible motion: Alternative 2: Paid City and unrestricted permits

"I move that the Parking Committee forward the three annual daytime off-street parking permit alternatives to City Council and recommend Alternative 2"

Possible motion: Alternative 3: No-charge City permits through the portal

"I move that the Parking Committee forward the three annual daytime off-street parking permit alternatives to City Council and recommend Alternative 3"

Possible motion: Modified or additional alternative

"I move that the Parking Committee forward the three annual daytime off-street parking permit alternatives in the staff report to City Council and recommend the following modified or additional alternative: [describe the Committee's proposed approach, including permit prices, eligibility, distribution method, and any household limits]."

Parking Committee Remaining Meeting Schedule

To the Mayor and City Clerk | Proposed work program through December 2026

From Jason Welker, Community Planning and Development Director | October 26, 2026

I recommend organizing the remaining meetings around specific policy decisions, with a preferred recommendation on annual daytime permits on October 30 and approval of the committee's final recommendations on December 18. The schedule below covers the remaining parking issues and incorporates repeat visits, turnover, availability, customer experience, workforce access, and financial hardship into the decisions they inform.

Proposed meeting dates

The regular every-other-Friday dates beginning October 30 would be October 30, November 13, November 27, December 11, and December 25. November 9 is a Monday. To avoid the day after Thanksgiving and Christmas Day, I propose November 20 as an additional meeting after November 13, followed by December 4 and 18. These adjusted dates require confirmation by the Mayor, clerk, and members; they are proposed dates, not scheduled meetings.

Date	Primary business	Intended result
October 30	Annual daytime permits and off-street hourly payment options	Permit recommendation for November 18 Council consideration; direction on hourly options
November 13	Street time limits and on-street permits	Recommendations on zones, repeat visits, workforce and residential access
November 20	Waterfront parking and boating fees	Recommendations on marina permits, launch charges, and trailer parking
December 4	Development parking rules and program operations	Recommendations on code issues, hourly pricing, and customer experience
December 18	Final recommendations and implementation	Approve final report, monitoring measures, and transition priorities

October 30 Annual permits and hourly parking

- Recommendation on annual daytime off-street parking permits:** ACTION ITEM, 40 minutes. Consider the three alternatives, select the committee's preferred recommendation, and transmit the alternatives to Council for November 18. Address City eligibility and distribution, paid permit pricing and access for workers outside the County, activation, and enforcement. Consider the separate conditional extension of 2026 annual daytime permits through February 28, 2027 if Council defers its decision.
- Off-street hourly rates and payment increments:** DISCUSSION, 30 minutes. Compare the current \$3 hourly rate plus fees and one-hour purchase increments with 10- or 15-minute increments. Discuss minimum purchases, rounding, transaction fees, extending a session, and the cost of short repeat visits. Identify specific options for IPS to price and confirm before a December 4 recommendation.
- Remaining work program:** ACTION ITEM, 5 minutes. Confirm priorities and proposed meeting dates.
- Public Comment:** 10 minutes

Staff preparation: annual permit alternatives and motions; current lot rates and fees; initial IPS capabilities; and the revised work schedule.

November 13 Street parking and permit access

1. **Street time limits and geographic boundaries:** DISCUSSION AND POSSIBLE RECOMMENDATION, 40 minutes. Review a map of the two-, three-, and four-hour zones and available occupancy information. Consider whether boundaries and hours serve customer turnover and convenient access. Define repeat-visit rules, movement between spaces or zones, and how residents understand when they may return. Consider whether parts of the four-hour zone should become free all-day parking for employees and other long-stay users, including possible spillover into adjacent neighborhoods.
2. **On-street permits and paid extensions:** DISCUSSION AND POSSIBLE RECOMMENDATION, 40 minutes. Review the \$40 monthly 24-hour street-and-lot permit, its three- and four-hour zone privileges, and whether pricing and locations fit downtown residents without off-street parking. Consider whether a separate residential permit is warranted. Evaluate an all-day two-hour-zone permit against the objective of customer turnover. Consider whether to offer paid additional time in the two-hour zone and whether kiosks, text-to-pay, or an app provide the best access and enforcement approach.
3. **Public Comment:** 10 minutes

Staff preparation: zone and curb-use maps; occupancy and enforcement summaries; current permit rules and sales; snow-removal constraints; and examples of the resident, employee, and repeat-customer situations being evaluated.

Intended result: recommendations on zone changes and permit access, with any remaining technology or pricing questions assigned for December 4.

November 20 Waterfront permits and boat launch fees

1. **Marina slipholder parking:** DISCUSSION AND POSSIBLE RECOMMENDATION, 30 minutes. Review the \$100 multiday waterfront permit, who qualifies, and how it relates to daytime permits and overnight restrictions. Consider retaining or reducing the fee, eliminating the separate paid permit, or issuing a low-cost or included overnight-parking decal to City slip lessees. Specify whether any alternative would also serve other marina users and where multiday parking would be allowed.
2. **Boat launch and trailer parking charges:** DISCUSSION AND POSSIBLE RECOMMENDATION, 40 minutes. Review why launch fees were introduced, current annual and daily charges, and the distinction between launching and parking. Compare City Beach and War Memorial Field as options for boaters. Consider a simpler vehicle-and-trailer authorization, including one trailer permit without a separate towing-vehicle permit, and how enforcement would recognize it. Balance affordability for City taxpayers with preserving City Beach parking for beachgoers and collecting maintenance contributions from visitors.
3. **Waterfront access and enforcement:** DISCUSSION AND POSSIBLE RECOMMENDATION, 10 minutes. Address launch-only visits, trailer-space occupancy, overnight stays, and clear public instructions.
4. **Public Comment:** 10 minutes

Staff preparation: current fee and eligibility matrix; marina lease terms; launch and parking maps; enforcement experience; and confirmation of any grant-related conditions affecting proposed fee changes.

Intended result: one coordinated waterfront recommendation for Council.

December 4 Development parking rules and operations

1. **Downtown development parking requirements:** STAFF BRIEFING AND POSSIBLE RECOMMENDATION, 35 minutes. Explain the parking-exempt zone under Sandpoint City Code Chapter 9-5: geographic boundaries; eligible uses and projects; changes to residential parking requirements adopted last year; and treatment of previously approved projects. Explain in-lieu fees, alternative compliance methods, approval responsibilities, and authorized uses of fee revenue. Consider whether to recommend further review or specific changes, with any code amendment following the applicable City process.
2. **Hourly pricing and payment methods:** DISCUSSION AND POSSIBLE RECOMMENDATION, 30 minutes. Return with the IPS response requested October 30. Recommend purchase increments, minimum charges, treatment of transaction fees, and payment methods. Resolve remaining questions from November 13 about paid street extensions or kiosks. Make the relationship between rates, enforcement hours, and permit privileges clear.
3. **Customer experience and implementation:** DISCUSSION AND POSSIBLE RECOMMENDATION, 15 minutes. Review signs, maps, instructions, and communications for first-time and repeat users. Address options for users without smartphones, accessibility, payment-system outages, plate-entry errors, warnings and citation review. Identify staffing, vendor, and implementation constraints that Council should understand. Confirm how adopted annual permit changes or any interim extension will be communicated.
4. **Public Comment:** 10 minutes

Staff preparation: current adopted code and amendment history; a factual in-lieu fee explanation; written IPS feasibility and fee information; and representative signs and customer issues.

Intended result: close substantive recommendations and direct preparation of the final report. Consider code-change recommendations separately from operational changes so longer-term work does not delay achievable improvements.

December 18 Final report and completion of work

1. **Final recommendations to Council:** ACTION ITEM, 55 minutes. Review and approve a consolidated report recording the annual permit recommendation and any Council action already taken; street zones and permits; hourly rates and payment increments; waterfront fees and permits; development-code recommendations; and customer-service improvements. Resolve outstanding decisions and identify any matter requiring future study rather than leaving the committee's work open-ended.
2. **Implementation and monitoring:** ACTION ITEM, 20 minutes. Recommend priorities, responsible staff or departments, vendor dependencies, and realistic effective dates. Establish a 2027 staff reporting framework addressing occupancy and availability by location and season, turnover and repeat visits, permit use, revenue and operating costs, enforcement workload, and customer complaints. Recommend a summer 2027 evaluation rather than making peak-season conclusions solely from winter observations.
3. **Completion of committee work:** ACTION ITEM, 5 minutes. Approve transmittal of the final recommendations and recommend completion of the committee's assignment, subject to the Mayor's direction. Identify any follow-up reporting to Council that staff can handle without extending the committee into 2027.
4. **Public Comment:** 10 minutes