

Approved
PARKING ADVISORY BOARD
April 14, 2008

Brenda Burkhartsmeier ✓	
Randy Hafer (esc.)	
Steve Bruggeman ✓	Scott Wetzel (esc.)
Bruce Simon ✓	Gary Temple (esc.)
Don Olsen ✓	Nick Blake ✓

NOTES:

The meeting was called to order at 4:02 p.m. Others present were: Chris Johnson, Bruce McCandless, Chris Mallow and Kelly Cox.

MINUTES:

Don motioned to approve the minutes from the March 11th meeting. Steve seconded the motion. All members were in favor and the motion carried.

OLD BUSINESS:

This agenda item was requested to be added by the board members. Bruce asked about budget for fiscal year 2009. Chris stated that he would find out what the timetable for the official budget is and get back to the board on this issue.

MONTHLY REPORTS – March 2008:

Garage utilizations for March showed no changes overall.

March cash sales were up in all garages. Overall the cash sales were up by 5.2%. Chris stated that he would check on the reasons why the cash sales were down overall from 2007.

Park and Shop overall was down substantially by -27.8% for March. Chris said that he believed this was due to the tax advisors that were helping in the surrounding businesses.

Crowne Plaza validations were up slightly at 0.04% from February.

Adult Education was down substantially from February by -60.2%. Chris stated that he thought that this fluctuation was due to the classes that were held at the Lincoln Center and the amount of patrons taking those classes.

Token usage was up minimally from February by 2.1%.

10-hour permits were up from 92 in February to 123 in March.

REQUEST AND RECOMMENDATIONS:

Crowne Plaza/Starbucks:

Staff received a request from Chris Johnson, General Manager of the Crowne Plaza Hotel, on behalf of his tenant Starbucks Café, to convert all two-hour meters on the south-side of 1st Ave North between 27th and 26th Street to 10-minute zones. Mr. Johnson states that his tenants (Starbucks, Copy Right, Guardian Security, and Moulton, Bellingham, Longo, and Mather P.C.) would benefit from a quick turn-around zone that allows for quick stops and loading/unloading purposes. There are currently three two-hour meters in the area identified. The Crowne Plaza has been “bagging” those three meters with their bus bags, and paying a daily rental rate, in order to dissuade longer term parking. This has been only fairly effective and they desire a more definitive solution. The request did poll some of the tenants of the Crowne Plaza building as well as Bill Honaker, owner of the Securities Building, and all are in favor of the change. Currently there are four two hour meters on the north-side of 1st Ave North between 26th and 27th street, adjacent to Park 2. The remainder of parking in this area is a half-block of 10-minute zones adjacent to the Post Office.

Staff Recommendation:

Staff recommends approval of this request. Staff identifies that this request would establish a very large amount of 10-minute zones in a small area. Staff has identified that the 10-minute zones in front of the Post Office are adequate for postal customers and would not be a viable option for the Crowne Plaza and their tenants seeking 10-minute parking. Staff also feels that the public does not use the Crowne Plaza private lot or covered passenger loading/unloading zone located on the south side of the building as they perceive it to be either too full or for hotel guests. For these reasons, Staff recommends approval.

It was motioned by Bruce Simon that two 10-minute zones are added to the west end of 1st Ave. N between N. 26th and N. 27th St, southside of the block, with signage stating 6 a.m. to 6 p.m. and that the current 10-minute zone just west of the alley be replaced with a 2-hour meter. Steve seconded the motion. All members were in favor and the motion passed.

Paula's Edibles:

Staff received a request from Larry and Sarah Ferro, owners of Paula's Edibles at 2712 2nd Ave North, to convert one two-hour metered space to one 10-minute zone. They ask that meter #216B be the meter that is converted. This meter is located on, 2nd Ave between 27th and 28th Street North, directly in front of their

store and is located at an end of a parking lane. Larry and Sarah state that the short-term 10-minute parking is needed because their customers are having a hard time finding close parking to pick-up a coffee or chocolate. They state that most of the meters are being taken up for 1-2 hours and this forces their short term customers to walk further than they would like to. They polled the following businesses and all are in favor of this change:

- Lou Talbert
- Gene Rockman Associates
- Nicco's Salon
- Burtchaell Photography
- Gallery Interiors

Currently there are no 10-minute zones on 2nd Ave between 27th and 28th Street North. All of the parking in this area is two-hour meters.

Staff Recommendation:

Staff recommends approval of this request.

Bruce motioned that the Board accept Staff's recommendation. Steve seconded the motion. All members were in favor and the motion passed.

INFORMATIONAL ITEMS:

The contract with Duncan Industries has been signed for the maintenance hand-held equipment. Their company has only 1 installer who will come out of California to install the equipment to read the meters and do training. Chris is working with Duncan to set a time and date to have this completed.

The R.F.P. (request for proposal) for the marketing of Park 4 garages has brought interest from Strategy 5 out of Utah. They will be in Billings to do a site survey for the possible marketing and sale of this garage.

Chris is currently working on the painting bid for all four garages. This bid was advertised this week. Chris will hold a meeting with possible contractors for this job and work out specifics. There will be weekend shut downs of parks 1 and 3. Park 2 has very little painting needed as much of it was completed during the remodel project. Park 4 is closed during the weekends so painting in this garage should cause no interruptions.

Chris will be leaving May 31st for the I.P.I. (International Parking Institute) conference in Dallas, Texas. He will not be returning until June 5th. He stated that the June meeting will most likely need to be rescheduled as he does not believe he will have time to put together the P.A.B. packets and get them out before he leaves.

NEW BUSINESS: (Advertising and Policy Sub-committee)

During a discussion about advertising on City parking garages it was suggested that the Board set a policy about advertising. Bruce McCandless stated that Staff would like to see the Board develop a policy and then take it to Council. Nick and Don volunteered to set up a sub-committee to work on this. They stated that they would e-mail the other Board members about the time and place of their meeting if they were interested in attending. Afterwards they would again e-mail the Board their ideas.

Additionally, Nick suggested that a policy format also be worked on for 10-minute zones. The Board asked Chris if he would list the current 10-minute zones, get a cost estimate of short term mechanisms, the revenue average from the current 2-hour meters and any other pertinent information that would be helpful to work on this policy. It was suggested that the Board re-examine the feedback from the last DBA survey concerning this issue and possibly considering a new survey be done to get the general thoughts of the community.

DBP REPORT-Brenda:

Brenda stated that the DBP is discussing issues with the Stockman Bank project, the Northern Hotel and the possible sale of Park 4. No specifics were given.

DBA REPORT- Lisa Harmon:

Lisa was not present at this meeting. Steve asked if there was a reason that this report along with the DBP report was necessary during the P.A.B. Chris stated that he was an ad-hoc member of the DBA and that he could include any pertinent information during new business, thus eliminating this report.

PUBLIC COMMENT:

None to report

ADJOURNMENT:

The meeting was adjourned at 5:15 p.m.