

**Billings Parking Board
Meeting Minutes
May 9, 2018**

Board Members Present: David Fishbaugh, Chairperson; Daniel Brooks; Kallie Parsons; Brandon Scala; Maisie Sulser; Kelly Donovan; Joni Harman

Board Members Absent: Sean Lynch, Andy Zoeller, Mark Kary

City Staff Present: Tracy Scott; Jennifer Mockel

Guests: None

Call to Order:

Chairperson Fishbaugh called the meeting to order at 2:10 p.m.

Minutes:

The March 14, 2018 minutes were approved as presented

Reports:

- Monthly Report

The Board received both the March and April 2018 monthly report.

Ms. Scott stated March sales went down slightly, however, no change in the lots. Difference could be due to the events that are happening downtown. The park & shops increased from March compared to last year. The hotel validations went up for the Crown Plaza; however, we have no report for the Northern Hotel. The credit card processing system was down for close to 6 weeks. It is back on line and we should have more accurate information next month. Validations were up from last year, there was a decrease in tokens for the month and year. Green tokens were down also.

In April we increased the parking spaces by 9 spaces. In April cash sales increased from last month by \$1660, the park and shops were down, the Library lot was down, hotel validations were down, the tokens increased and the green meter tokens went down.

- Operation Budget for FY19

Revenue is down, the TIF money is causing the decrease. The expenses are increased slightly by the Administration COLA. Park I, II, and III increased a lot due to the snow removal. Increased vandalism at Park I caused more security expenses.

Nothing new in this year's budget then last year.

- Credit Card Analyze report for parking meters (Jan-April 2018)

There is more coin then credit card use. Dan asked if CivicSmart gave a time frame on when we should see an increase in Credit Card revenue. The Board discussed the new credit card meters, gateways and sensors. Ms. Scott and her staff will be having weekly conference calls with CivicSmart to troubleshoot the problems and make sure things are working smoothly. Dan is impressed with how CivicSmart is working with us to insure that the meters, gateways and sensors are working properly. Maisie asked about using Kiosk like Missoula and Great Falls, Tracy stated that the public didn't like it, nothing but problems with the one that we have at the Library.

Downtown Alliance Report

Maisie didn't have much to report, just got back from Allentown, PA for marketing strategies. They are getting budget ready and is looking and talking about parking. Dan ask about social media messaging and Maisie said they will work on it. Working on a different strategy for snow removal between BID and the city.

Public Comment:

No public comment.

Discussion Items:

Local artist of an art gallery asked if they could use parking spaces for the Artwalk. It is a trial run, wanting a few spaces. They want to see if it's something they could do in the future with maybe the whole block. David asked if we charge for Alive After 5, Tracy said no.

David encouraged everyone to look at the mural that Terri Porta is already painting in P3. Terri is adding different features to the piece. The media is already interviewing her, including the Gazette and potentially PBS. She is working with the Western Heritage Center for information and history.

Restoration work in the Parking Garages

Tracy stated that the 2nd phase will be happening soon for the waterproofing, but the weather has to be the right temp. We are asking for Bids for the 3rd and final phase, for the drains and concrete work.

Agenda/Action Items

Honaker's requested two 10-min parking spots on 29th street for the new apartments. Joni asked if we can move one of the 10-min parking spots in front of Brockels Chocolates to across the street.

Brandon motioned to deny Honaker's request, seconded and all in favor.

Buchanan Capital requested 2-hour parking. The requested spot is a metered spot already. Tracy already talked to Buchanan Capital and told them it's a metered spot. No motion required.

Non Agenda Items:

David wants to look at the Minnesota Ave plan in August or September.

Discussion about adding more 10-hour parking spots, review the spots and where we need to add more. Tracy mentioned that the City Council needs to approve spots that go beyond the current metered zone.

It has been requested to have a map to analyze the 10-hour, 10-min, 2-hour and metered zones.

Adjournment: 3:25 p.m.

