

Approved
PARKING ADVISORY BOARD
January 12, 2009

Randy Hafer ✓
Scott Wetzel ✓
Don Olsen ✓
Leticia Moore ✓

Steve Bruggeman (esc.)
Bruce Simon (esc.)
Nick Blake ✓

NOTES:

The meeting was called to order at 4:07 p.m. by Chris Mallow. Others present were: Chris Mallow and Kelly Cox.

PUBLIC COMMENT PERIOD:

None to report.

REPORTS AND ACTION ITEMS:

Elections:

With Brenda finishing up her final term on the Parking Advisory Board and the beginning of a new year, the Chairperson position and alternate needed to be voted on. Scott nominated Randy. Chris asked for votes for Randy as Chairperson and all members in attendance were in favor. The nomination passed. Randy agreed that he would also sit on the D.B.P. board as a representative from the Parking Advisory Board. Scott suggested that there be an alternate in case Randy was unable to make either meeting. Leticia stated that she would have to talk with Aaron Sparboe in regards to sitting on the D.B.P. board before she could commit to doing so as he is already on that board. Don Olsen is currently an active member of the D.B.P. board. Scott stated that although he'd rather not, he would be willing to be the alternate for both boards. It was stated that D.B.P. meetings are held the last Friday of the month at 7:30 a.m. The locations of the D.B.P. meetings are set by Greg Krueger previous to the meeting time.

Approve minutes from October meeting:

Randy motioned to approve the minutes from the December 8th meeting with the correction of Ron Paul's name under the Alphagraphics request. Don seconded the motion. All members were in favor and the motion carried.

Monthly Reports – December 2008:

Chris was asked why the Park and Shop validations were down so substantially in Park 1 & Park 4 garages whereas he stated that historically both these locations subsided during the month of December due to the lack of retail in the area along with drops in Adult Education classes and MSUB classes. Chris also explained that 10-hour permits for January were not available until December and he feels this is why the drop in sales of 10-hour permits in November compared to the substantial hike in December.

Financial Statement Handouts:

Mid year financial statements were given to the Board members in attendance. Chris explained that due to an accounting error, the monies for the painting project were not distributed to the correct accounts, leaving the expense account to appear well over budget. Chris explained that the monies will show in those accounts and what appears to be an overage in expense spending will be corrected. The transfer to the general fund was again raised by the Board. It was last noted that Bruce Simon was going to speak with Mike Mathew in regards to the history of the transfer and get back to the board so that Brenda could pen a letter to the Mayor and City Council in regards to this matter. Neither item was brought back to the board to continue on with this issue. Don asked Chris if he would invite Mike Mathew to the next Parking Board meeting so that the Board could get the information from Mike to go forward with letter to the Mayor and City Council. Don stated that he would e-mail Chris with the contact information for Mike.

Final approval of parking policies for: Surface Lots and Handicapped Zones:

Chris stated that he talked to several cities in Montana and found that some cities were moving towards enforcing time restrictions on disabled parkers only because they have been asked to do so by organizations that represent the handicapped. They state that they want these issues to be equal between handicap and non-handicap patrons, without special privileges being given to the handicapped patrons. Don stated that he would like some more in-depth research into what other cities in Montana were doing in regards to time limits for handicapped patrons. It was motioned by Don to accept the policies as written by Staff. Nick seconded the motion and all members were in favor and the motion was passed.

Ratify parking policies for: 10-minute zones, Loading Zones, On-street parking in the CBD:

As part of the parking policy discussion it was ask of Chris that he provide each member with a hard-copy of the policies including any new members of the

Board. It was also suggested that he give these polices to Rich and Associates for their review and input.

Don motioned that the board accept the 10-minute zone policy as written by staff. Nick seconded the motion. Chris described to the board, with a drawing, exactly what he was saying in the policy. After all members understood exactly what Chris was stating they were all in favor and the motion passed as written.

Don motioned that the Loading Zone policy be accepted as written. Leticia seconded the motion. Chris explained that the Parking Division does allow delivery vehicles with permits to park in metered spaces without plugging the meter and in yellow zones but that they must have their flashers on and must be actively loading or unloading. Randy amended the motion to include that this was allowed. Leticia seconded the amended motion and all members were in favor of the amended motion and the motion passed.

Nick motioned that the Board accept the On-street parking policy as written by Staff. Scott seconded the motion. All members were in favor and the motion passed.

It was agreed upon by the Board that Chris did not need to bring back these three policies for final review and that they would like him to proceed with a final hard copy for all members with a cover letter and introduction and that he send a copy to Rich and Associates.

OLD BUSINESS:

The sale of the Park 4 garage has been tabled by City Council so that they may review the findings from the Parking Study before making a decision. Chris stated that John from Rich and Associates told him that his initial thinking is the area by the Northern looked to be the most likely space for additional parking in the downtown area. Chris told the board that Rich and Associates started their field study the week of December 15, 2008 and that they would have their first preliminary report some time around the second week of February.

NEW BUSINESS:

None to report

DBP Report:

The DBP has been working at restructuring their bi-laws. Don stated that it seemed that the G.S.A. building seemed to be a go although it he thought they were still working on some funding issues. Chris stated that he had received a call from a construction company who was working on a bid for the project.

DBA Report:

None to report.

Informational Items:

The advertisement for the facilities worker for the cleaning of the Parking garages was posted on Friday January 2, 2009. The job starts at \$10.21 and hour and the successful applicant will be working Monday thru Thursday 3:00 a.m. to 11:30 a.m. and Saturday 6:00 a.m. to 2:30 p.m. Chris believes this should fix the problem of the garages not appearing to be clean.

Chris has received several calls in regards to the cameras in the Park 2 garage. He believes these cameras are useless due to them being of very poor quality. He also believes that they portray a false sense of security to the patrons as these cameras are not monitored. The cameras were installed when Liz Kampa-Weatherwax was in the Parking Supervisor position as a pilot program and were found to be useless. Additionally, the cameras do not cover enough square footage to be of real use. Therefore, Chris is looking at removing all cameras. As an alternate he will be looking at installing emergency warning stations which sound an alarm along with setting off flashing blue lights. These stations would be connected to a central monitoring station for response purposes. It was also suggested that the Parking Division increase the number of visits by D-N-D security, our current security firm. For the Boards information Chris explained that Kenco security was the firm that monitors our alarms in the elevators.

The fencing that was requested for the alcoves around Park 2 has been completed. Leticia stated that there is still the section by the elevator between Wells Fargo and Park 2 garage that is filled with bark that needs to be addressed. Don suggested that instead of just filling the planter with concrete that he looks into options for a more attractive element at this location.

The request for the updated maps was again addressed. Chris explained that he was still waiting on Tom Tully and Joe Carls to finish the update and that he reminds them regularly that the Board is in need of the completed/updated map.

Don asked that at the next meeting the Board look at adding additional 10-hour meters on N. 30th St. and N. 31st St. in the area of 2nd Ave. N.

Adjourn:

The meeting was adjourned at 6:04 p.m.