

**Approved**  
**PARKING ADVISORY BOARD**  
**August 10, 2009**

Randy Hafer√  
Scott Wetzel √  
Don Olsen (esc)  
Leticia Moore √

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

NOTES:

The meeting was not officially called to order as there was not a quorum present however; discussion on non action items began at 4:32. Those present were: Randy, Scott, Leticia, Bruce S., Greg Krueger, Lisa Harmon, Bruce McCandless, Chris Mallow and Kelly Cox.

**PUBLIC COMMENT PERIOD:**

None

**REPORTS AND ACTION ITEMS:**

Action items were not done as there was not a quorum.

**OLD BUSINESS:**

Downtown Parking Study Update:

Bruce M. and Chris made a phone call to Rich & Associates on August 6, 2009 in regards to the pending letter from the Parking Board. This action was not done to preempt anything from the Parking Board but was believed to be necessary by Chris and Bruce M. to keep the project moving along. This came after an e-mail from Rich and Associates wanting input on the progress of letter that was supposed to be issued from the Parking Board. Rich and Associates also wanted the City to know that the heads of the study, Rick Rich and John Revell, would be out of their offices the week of August 10<sup>th</sup>.

Bruce M. and Chris reviewed the high points of the letter with Rich & Associates and informed the Parking Advisory Board of Rich & Associates replies. Rich and Associates agreed that there were errors that were made and they have assigned the report to someone in their offices, which has not been connected to this project, to review it and dig out the problems, conflicts and inconsistencies. Rich and Associates also agreed to go back and try to re-correlate the data to adjust and justify for the weather conditions. If they are unable to do this they will gather more data and rerun the information throughout the project.

Bruce S. stated that he believed that the inventory of buildings and parking spaces was over emphasized and that the inventory of spaces needed to be redone or checked for accuracy. Randy stated that he believed that new data was needed to make the report believable. Bruce M. stated that they had spoken with Rich and Associates and they stated that they would de-emphasize the space numbers by using this information as back up data and that they would work on relabeling examples to make them clearer.

Scott stated that the information should be easier to pull from the report and that the Board or anyone else should not have to “sleuth” through the report to try and dig out the information. It was also suggested that maybe it would make more sense and it would be easier to understand if the information was broken down by “zones” instead of by blocks.

It was agreed upon that there was not a parking problem in downtown but a perception and location problem. It is believed this could be fixed by adding a garage in the proper location and, Randy feels, by implementing a marketing campaign to clear up the perception that there is not ample parking in downtown. Randy stated that it is imperative to have accurate information in order to get these two things done.

Randy asked Bruce M. if he thought the letter should be sent since the high points had already been discussed with Rich and Associates. Bruce M. stated that he thought it should but that the opening paragraph should be revised. Chris stated that he thought it would be a good idea to include that the Board would like a time line of when the requests will be fixed and how they intend to fix them. Along with this, another meeting should be set between Rich and Associates and interested Staff and Board members so that any further issues could be discussed after a review of the corrected report.

Bruce M. asked if Randy was going to do the revisions on the letter or if he'd like Staff to do it. It was agreed that Staff would revise the letter and get it out to Rich and Associates in a timely manner.

## **NEW BUSINESS:**

### **Discussion of the sale of Park 4:**

A memo was sent to Tina Volek and the City Council in regards to the Board's opinion on the sale of Park 4 garage. The Council asked Staff to bring back 3-5 options on how to liquidate Park 4 garage and the advantages and disadvantages of each suggestion. Chris is scheduled to bring this information to the City Council work session on August 17, 2009. Chris came up with four options; have Strategy 5 market the property, sealed bids, auction or a buy and build option. It was stated that there are several local businesses that are interested in the property and that this automatically draws outside interest. Bruce M. stated that he felt it would be advantageous for the City to have outside

interest in the property. Bruce S. stated that he didn't believe that the City should pay Strategy 5 to market the property because of the local interest. He stated that he believed the City could market the property themselves and save the money Strategy 5 would cost. Bruce S. stated that he believed there were publications that the City could advertise in and get the information out to outside interests. It was agreed upon that no matter how it was decided to sell the property it was most important to get it out to a national audience.

DBA Report:

None

DBP Report:

None

Informational Items:

*Downtown Subs* is going to be renting the old *Gunsmoke B.B.Q.* space. After receiving insurance information and a signed contract, the Parking Division will be giving Tammy, the owner of *Downtown Subs*, access, rent free from September 1, 2009 to November 1, 2009, to the space to do modifications instead of the City paying to have the modifications done.

As of Tuesday morning July 28th the bus only parking signage on 3<sup>rd</sup> Ave. N. and N. 26<sup>th</sup> St. has been removed. This left these spaces as unsigned, undesignated parking. Chris spoke with Kim Barnett of the Battin Building and she states that with federal regulations and the 50' set back laws the area around the Battin Building must be marked as no parking anytime. The loading zone will remain along with the Sheriff's parking however; no additional parking will be added. Chris has talked to Kim in regards to her security and law enforcement parking in the loading zone and the discontinuance of them doing so. Chalking and ticketing will resume after Kim has had ample time to advise her people of this. The area in front of the *Terrace Apartments* will be returned to 2-hour metered parking. Chris states he believes there is room in this area for 13.

Chris has had his meeting with Aaron Sparboe, Chris Johnson and Bill Honaker in regards to the security issues in the Park 2 garage. These gentlemen asked Chris to explore the possibility of adding better cameras instead of removing the cameras all together. Chris is working with Kenco security to get a quote.

The Park 1 awning bid is currently being advertised and Chris is looking to have that project complete by the end of the fall.

Adjourn:

All members of the meeting left at 5:30.