

Approved
PARKING ADVISORY BOARD
May 18, 2010

Randy Hafer√
Bruce Simon (Esc.)
Nick Blake √
Mitch Goplen (Esc.)
Lawrence Smith (Esc.)

Steve Bruggeman√
Don Olsen √
Leticia Moore √
Scott Godfrey (Esc.)

NOTES:

The meeting was called to order by Randy at 4:05 p.m. others present were: Jackie Yamanaka with Yellowstone Public Radio, Darlene Tussing, Greg Krueger, Tina Volek, Bruce McCandless, Chris Mallow and Kelly Cox.

PUBLIC COMMENT PERIOD:

Jackie Yamanaka from Yellowstone Public Radio was present to witness the meeting. She was not interested in having time for a public comment.

REPORTS AND ACTION ITEMS:

Approve minutes from April meeting:

Don motioned that the minutes from the April meeting be accepted as written. Leticia seconded the motion. All members were in favor and the motion passed.

Monthly Report- April 2010:

Don asked if things were still slow in regards to items on the monthly report. Chris stated that it did still seem to be. Chris added that the activity in the garages was also pretty static with the only waiting list currently being in Park 3 garage. Leticia stated that The Management Group was also slow with 60-70 spaces that they pay for being vacant. She stated that The Management Group may be dropping some of these spaces in the future.

OLD BUSINESS:

Updates to Strategic Planning List of Projects:

PARKING ADVISORY BOARD – Planning Decisions (3/16/10)

1. *Support/encourage diagonal parking in hospital corridor and Dehler Park (underway at Clinic); City to do Dehler Park; Chris to contact SVHC*

Chris left a message for Curtis Harper at St. Vincent's Hospital and has not connected with him yet. Bruce McCandless explained to the Board that due to the City of Billings' purchasing policy no one could enter into a contract without first obtaining proposals. He explained that depending on the amount of the contract there were specific steps that had to be taken (anything over \$25,000 must go thru a formal r.f.p. process and go thru the City Council). Therefore; Chris went forward with obtaining three separate estimates for the street lay-out project. After receiving the estimates it was decided that the City would go with Sanderson/Stuart for the project. Randy stated that he has spoken with Mike Sanderson and that he stated that he has talked with St. Vincent's. Chris will follow up with Mike Sanderson. Chris was asked if the project would be done in time for the opening of the baseball season on June 21, 2010. Chris was doubtful but will work with all the parties involved to push the project thru as quickly as possible.

2. *Support EBURD parking overlay zoning (underway – final council approval 3/22/10)*

3. *Recommend changes to CBD parking*

Option 1

- *Adopt anti-shuffling ordinance (Chris to research; 6 month phase in)*
- *3 "zones":*
 - *2 hr. metered in highest use/turnover areas*
 - *10 hr. metered in desirable long stay locations*
 - *Remove meters at fringe areas with low utilization*

Option 2

- *Adopt anti-shuffling ordinance*
- *3 "zones":*
 - *2 hr. signed (no meters) in highest use/turnover areas*
 - *10 hr. metered in desirable long stay locations + pass*
 - *Remove meters/time limits in fringe areas*
- *Chris to get consultant opinion, then conference call*

Either option must support & encourage continued use of garages

- *Adjust 10 hr. rates to support garages*
- *With Option 2, increase fines for shuffling or overstaying limit*
- *With Option 2, update technology to enforce*
- *Retain courtesy tickets for 1st offences*
- *Retain monthly 10 hr. passes*

Chris had three hand-outs for the Board from Nelson/Nygaard for review. The first report eliminates any technology option. The second report is the intermediate option with the technology options for meters and enforcement. The third option expands the technology audit to include meters, enforcement and P.A.R.C.S. (Parking Access Revenue Control Systems). However, they would want to do their own study and not give credit for the information that has already

been obtained from the recent parking study. Chris felt it important to continue to shop around for other consultants that have experience in technology and management task audits. Randy asked if the Board was still interested in moving forward with this process. All members were in favor with shopping around for other proposals. Bruce McCandless encouraged the Board to look at the whole parking system so as not to end up with unintentional consequences. Chris explained that he would put together a scope of work that the City/Board would like to see. Leticia clarified that the scope of work needs to be specific, not just asking about pulling all the meters out but putting in the signed parking, ect. Chris stated that he would make sure the scope of work was not generalized but specific for the needs, wants and desires of the City of Billings. Randy asked if it would be possible to have this information back by next month. Chris stated he believed it shouldn't be a problem as he already has a list of consultants he can contact. He stated that the consultants he had in mind were independent from any product vendors making their opinions less biased. The Board asked Chris to go forward with collecting additional proposals and asked if he would make sure to forward to the Board members for review.

4. *Work on Parking Division Finances*

- *Letter to Council strongly recommending phasing out Parking Division transfer to General Fund (233k/yr.)*
- *RH/GK to draft letter; signed by all; bond new garage, etc.; present at Work Session with several members, letters of support*

The letter to the City Council has been written and signed by all Board members that were in presence at the April 2010 Board meeting. The letter was presented to the City Council via Bruce McCandless. It was suggested to the Board that they take time to speak to the City Council at their May 25, 2010 work session, which begins at 5:30 p.m. Bruce explained that there was a public comment period at the beginning of the work session for items that were not on the Agenda and then a public comment period after each agenda item. Randy stated that he would be there and Don stated he would also try to make it. Leticia stated that she would not be able to make it.

5. *Recommend changes to parking for rest of city (per list)*

Chris had a hand-out, as asked for by the Board, in regards to parking and site development. Randy asked that Chris make sure both Mitch and Scott received a copy since it was them that specifically requested it. Chris stated he would make sure they received it.

- a. *Provide diagonal parking for on-street parking whenever possible (or perpendicular in street centers where available)*
- b. *Encourage an interconnected grid of streets in new developments*
- c. *Require all new streets in commercial areas to be designed to accommodate on-street parking*
- d. *Allow on-street parking to count as part of total parking requirement or make on-street parking a mandatory offset of on-street parking*

- e. *Allow an offset for bicycles/scooters/motorcycles (biking racks downtown)*
- f. *Allow compact/energy efficient car spaces as part of the total requirement (smaller)*
- g. *Create a standard for the maximum number of parking spaces provided depending on project type; change current into maximum; set new floor*
- h. *Allow/encourage parking sharing between parcels/properties; i.e. if more than 1 business adjacent, then max. X .9 = total for entire site, 3 or more X .8, 5 or more X .7, etc.*
- i. *Encourage parking behind buildings.*

It was agreed upon that the above should be taken together as a package. Don stated he felt that there should be not only a minimum but also a maximum with options in regards to aesthetics. Utilizing other options such as motorcycle parking, bicycles, compact cars, ect was important also. The Board asked that more information be collected in regards to how other Cities, such as Missoula, Great Falls, Helena, ect, came to a maximum number and what they were doing to manage parking in their Cities. It was also decided that at some point it was going to be important to have a meeting with Planning Staff to get their opinion on these subjects.

- j. *Bike racks.*

See below.

Bike parking update:

Chris has spoken with Joe Stout from the DBA in regards to bike racks. They are planning on rolling out the racks very soon. Joe also stated that he has a good lead on some bike lockers. It is Joe's opinion that the best place for the lockers would be on the landing at Park 2 garage. Chris explained that during the I.P.I. conference that he attended in Las Vegas there was a large section on safety options and training. As part of that they had examples of bike lockers. Some that was very high tech with capabilities of seeing inside the locker thru an electronic screen or some that were low tech with mesh sides. Chris stated he would bring more information next month in regards to the lockers. Questions were raised in regards to fees for the lockers, whether they should monthly fees or if they should be free or a nominal fee to cover expenses. These questions will be addressed when the lockers are purchased.

25th Street Bridge – Parking Component:

Darlene Tussing was present to discuss the N. 25th St. bridge project. She explained that the impact grant, from the Coal Board that the Policy Coordinating Committee was hoping for was not granted. She explained that they had received bids for the project coming in around \$1.7 million dollars and that there was CTEP money available but there has to be a local match in funds to be approved for the grant. Darlene is asking for the Parking Division to contribute to

the parking component (the planned parking would have 77 spaces, 7 of which would be large vehicle spaces, such as r.v. or trailer combinations) in the amount of \$118,000 and the continued support of the Parking Board for this project. Don asked where the money would come from stating that the Parking Division is already looking at minimal funds in the near future. Nick suggested that maybe part of the money could be from the return of the funds transfer. Chris was asked to look at the financial possibilities of funding this project and to put together a list of capital projects that are on the horizon and how this would/could fit in. Darlene was asked if there was a deadline on this project. She stated that the project still had to go thru the policy coordinating committee and a lease with MRL would still need to be put into place. Chris stated that he was looking into better ways to utilize technology to increase revenue so that may help. No definite date was stated for a deadline but it was stated that sooner would be better.

NEW BUSINESS:

DBA & DBP Report:

Greg stated that the event season is now started and the DBA is busy with the many events that are planned. He wanted to remind the Board that the Montana Main Street Conference is being held in Missoula in August and that there would be parking members in attendance and that he felt it would be a good event for Chris to possibly attend.

The loan a bike program is in effect. At the current time the DBA has two bicycles to loan out. He stated that to be able to use one of the bicycles they would need an imprint of a credit card and a piece of identification. He stated that with the loan of the bicycle they give a bicycle helmet and a lock. Greg also stated that they are looking into the possibility of doing drop off service meaning that if one wanted to use the bike to get to the hospital they could drop it off there and not have to return it to the DBA office. Greg told Jackie that he was very appreciative of the advertising from MPR.

Additionally Greg told the Board that Shane was honored as Officer of the year. Since the beginning of the new position they have put two sets of new tires on Shane's bike. The stats are in for the number of reports in downtown. From February to May 2009 there were 4150. From February to May 2010 the number of reports was down to 2113.

The partnership has had meetings with interested parties in regards to a possible new garage/conference center at Montana and N. 28th St. As always finding the funding is an issue. Greg did bring in some preliminary drawings of what this project could look like and is hoping to have some more extensive drawings soon. He stated that potentially the project could span from the Western Security drive thru to the Crowne Plaza parking lot creating up to 110,000 sq. ft. of useable space. Greg stated that there are lots of possibilities for this space such

as incorporating possible retail space on the street level with parking and a conference center.

The BID is asking the City Council to approve the redefining and reassessing of the BID's boundaries ordinance at the next City Council meeting.

Informational Items:

Park 4 garage has received one purchase proposal. The analysis given did not meet the minimum purchase requirement however; the City is still willing to work with the potential buyer to see if the sale could still happen.

Park 1 elevator is finished and running. There is an issue with water dripping into the door seams and causing the electronics to malfunction. Chris is working with Collaborative Design to create some sort of awning to protect the elevator from the rain.

The Parking Division will be installing meters and enforcing over half of the lot behind the County Courthouse starting 6/1/10. The south half of the lot will be used by the Courthouse for employee parking. The Parking Division will be splitting the proceeds with the County since the County will be maintaining the lot.

Nick asked when the core is looking at being restriped. Chris is working with the Streets Maintenance District to work out a plan to have this done. Chris explained when the parking downtown was redone the Parking Division paid for the painting and that no plan was set up to keep up the maintenance.

Greg wanted to thank the Board for allowing the Pita Pit to set up the trailer at Park 2. Leticia stated that their tenants and Aaron love having it there. Chris stated that they would be done at the end of May as that is when they will have to return the trailer.

The former location known as Reds is in the process of being made into a new burger place. It is unknown at this time when they will open for business.

Adjourn:

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