

Approved
PARKING ADVISORY BOARD
September 14, 2010

Randy Hafer√
Bruce Simon √
Nick Blake √
Mitch Goplen √
Drew Smith √

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

NOTES:

The meeting was called to order by Don at 4:44 p.m, Randy joined the meeting at 5:13 p.m. Collaborative Design Architects conducted a presentation and discussion with present Parking Advisory Board members at 4:10pm regarding the proposed Park 5 garage and Convention Center. This discussion occurred before the meeting was officially called to order. Others present were: Jackie Yamanaka (Yellowstone Public Radio), Greg Krueger, Lisa Harmon, Greg Shumate (Desman Associates), Scot Martin(Desman Associates), Jeff Kaning (C.T.A. Architects), Bill Hanes (C.T.A. Architects), Brian Johnson (C.T.A. Architects), 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 August:

Bruce motioned that the minutes from the August meeting be accepted as written. Steve seconded the motion. All members were in favor and the motion passed.

Monthly Report- August 2010:

Don asked if Chris has seen any trends in regards to the monthly reports. Chris stated that everything seemed pretty stable with very little movement in the garage numbers. The loss in numbers at Park 4 garage Chris believes are due to the rate increase that went into effect on September 1st.

Park 5 Presentation:

Jeff Kaning, Bill Hanes and Brian Johnson were present to presentation of the schematic that they have put together for the potential new garage to be located on Montana Ave between Broadway and N. 27th St. Although they have designed the schematic to include a possible convention center on the Crowne Plaza parking lot Greg Krueger has asked that they look into other options as well. Some of the added features were the '57 Chevy tail fins that would be located around the exterior of the building and could be used for banner placement for advertising current events, ect. Also on the exterior translucent panels were shown that could be back lit and or used for advertising. These panels also would be used as air flow issues to help ventilate the interior of the garage.

Greg K. stated that at this time the partnership is verbally firm with the owners of the Northern Hotel and the Toliver building however the Crowne Plaza was posturing at this time to see what it is the City is willing to do. Greg suggested that adding lofts or suites at the top of the garage may be an idea to look into.

At this time C.D.A. is estimating the cost of the garage to be somewhere in the area of 16 million dollars making that approximately \$20,000 a space. There is even an option to have some secured underground parking near the Securities Building.

Greg stated that it was important that the retail space, possible lofts/suites and the spaces that would be allotted to the Northern be put on the tax roles. He also stated that with the possibility of creating a transformation campus St. Vincent de Paul's could possibly be moved and that piece of property which is now a non-profit organization could also be put back on the tax role.

It is estimated to take approximately 16 months to complete the building of the garage. Greg stated that it was time sensitive for both the owners of the Northern and the Toliver Building and that they needed some type of firm commitment by the end of the calendar year. Greg asked that a member of the Board be at the City Council work session on Monday September 20th to support this project. Chris stated that he would be there.

Steve motioned that the Board support the location and schematic presented by C.D.A, after the meeting was officially called to order. Bruce S. seconded the motion. All members were in favor and the motion passed.

Lisa added that the B.I.D. would be interested in maintaining the area around the garage with a possible addendum to the agreement they have in place with the D.O.T. for snow removal, ect.

Don asked Chris to have Randy write a letter to the City Council regarding the Board's approval of this project.

Parking Technology Audit Consultant meeting:

Greg explained to the Board what Scot and he had been doing since they arrived in Billings late Monday. He stated that they had an in depth discussion with Chris on Monday. Tuesday has been filled with talking with Staff and checking out the garages and finding out how the process of running the Parking Division worked. Greg explained that Wednesday would be filled with speaking with meter maintenance/collections along with enforcement and a stakeholders meeting on the 4th floor of the Library at 2:00 p.m.

When asked what their first impressions were Greg stated that he found that due to the lack of a central accounting system, processing or recording there was a potential for revenue leakage. He stated that he found that revenue and counts are not being reconciled with the current system. He also stated that the system in place doesn't fully report the activities in the garages. He stated that the garage attendants are solely responsible for entering garage activity into the tills thus the potential of revenue leakage.

Greg also said that he believed we were at a disadvantage because we did not have the potential to accept credit card payments, pay online for permits and even possibly phone in payment possibilities. He also stated that the City is not utilizing the data that they have and that data needs to be constantly monitored due to the influx of businesses moving in and out in order to properly manage the parking.

Don asked if the pay on foot option, removing meters completely and using the plate recognition software along with enforcement made sense for Billings. Don also noted that Administration was concerned about competing with their selves when butting 10-hour meters next to garages.

Greg explained that there is a lot that goes into the dynamics of parking and that Rich and Associates thoughts about pay on foot stations had validity. He stated that at this point they needed to know the activity that was happening at the garages in order to make an educated recommendation.

Some options were discussed such as pay and display however Greg stated that this can become labor intensive for enforcement. Multi space pay stations were also discussed along with smart meters; both of which can accept coins, tokens, bills and credit cards. These options also tell the user when they are low on paper, need repair or if they are broken. Greg also explained that there were benefits to pay station such as the lack of "piggy-backing" as the next patron could not see if there was time left on a space. Smart meters can be installed in most standard meter housings at a cost of approximately \$700- \$800 each. Multi space pay stations range from \$5000 to \$7000 each. Each option having the ability to maintain the level of service we are accustomed to with better efficiency.

Lisa explained that the D.B.A. was currently participating in some Parking programs such as 10-hour meter permits, tokens and validations. Greg suggested they set up a conference call to discuss these items.

Greg stated that they would be looking specifically at our technology, operational accountability and that they would take a legitimate look at removing meters and at what Bozeman was doing technologically.

Steve explained that Parking has a bad image in Billings and that pricing is important. He stated that he believed raising rates could be detrimental to recruiting businesses to the downtown area. Additionally that raising rates could send the wrong message.

Randy stated that by removing meters we could portray a more user friendly downtown along with the reason for the courtesy tickets. He stated that we could augment revenue by increasing enforcement.

Nick stated that he was concerned with the lack of turn over if there were no meters.

Bruce stated that most business owners downtown were local residents and not big box stores and that it was important to make it as easy as possible for them to conduct business.

It was also noted that the 10-hour meters were put in not for revenue purposes but to allow spaces for downtown employees to park at a reasonable rate.

Greg stated that consumers want on street spaces regardless if there is or are not meters in place. He also stated that courtesy tickets condone illegal parking. He thought it was important to set the rules, stick by the rules, and enforce rules. He stated that he believed that regular, consistent enforcement was the key to managing turn over. He asked the Board to consider how much they were willing to give away or rather could afford to give away.

Greg explained that they would be send working reports along the way. He assured that there would be no surprises. He stated that they would sum up their findings on what they had seen and heard and would get feedback from the Board before revising reports. He also stated that there would, at some point, be a rough draft before the final draft was sent.

Staff Report on Garage Rates:

Bruce motioned that items 6 & 7 (Staff Report on Garage Rates and Updates to Strategic Planning List) on the Agenda be moved to October 2010 meeting. Nick seconded the motion. All members were in favor and the motion passed.

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*
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*
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*
5. *Recommend changes to parking for rest of city (per list)*
 - 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.*
- j. Bike racks.*

NEW BUSINESS:

Downtown Alliance Report:

None to report.

Informational Items:

None to report.

Adjourn:

The meeting was adjourned at: 6:20 p.m.