

**PARKING ADVISORY BOARD
MEETING MINUTES
April 10, 2012**

Members Present:

Don Olsen, Chairperson
Will Gilbert

Leticia Moore
Drew Smith

Bruce Simon
Steve Bruggeman

Members Absent:

Bob Carr

Others Present:

Chris Mallow

Lori Dilworth

Bruce McCandless

Ed Kemmick - Billings
Gazette

Councilman Ronquillo

PUBLIC COMMENT

None to report

REPORTS AND ACTION ITEMS

Approve minutes from March 2012 meeting

March 2012 Monthly Report

- Crowne Plaza less than 1% change
- Cash sales up prior month and prior year

Meter Trial Report and Recommendation for City Council

Chris addressed the Parking Board saying that all street utilization was up according to the data collected. The anticipated loss of meter revenue, 10 hour parking permits & any change in Enforcement activity was forecasted to be around \$20,000, but was only \$14,000, which Chris attributed to the nicer weather and higher meter usage in the core.

Bruce Simons asked the Enforcement Officers, how many tickets they write on Montana Ave for the 2 hour parking. Bruce Smith said that he does not write as many tickets in that area, compared to metered areas, but the average tickets that are written was around 10 per day.

Don Olson read off the recommendations for City Council which are:

- Remove all meters and 2 hour zones in the trail area except where a complaint has been brought forth and create free unregulated parking.
- Convert the metered parking to 2-hour signed parking where complaints about the bagged meters were filed. The streets to be converted would be:
 - 31st St. N, between 4th and 6th Ave N
 - 32nd St. N, between 4th and 6th Ave N
 - 4th Ave N, between 30th and 31st St. N
 - 29th St. N, between 6th and 7th Ave N
 - 7th Ave N, between 29th and 30th St. N
 - 1st Ave N, between 25th and 26th St. N
 - 1st Ave N, between 24th and 25th St. N
 - 31st St. N, between 3rd and 4th Ave N
 - Accept 2-hour request from Donna Huston
- Remove all meters and 2-hour zones within the trial area and create free unregulated parking.
- Extend meter trial for an additional six months and collect more data through the summer months
- Extend meter trial for a period to be determined by the Parking Advisory Board and collect more data

Bruce Simons commented on the fact that the Parking Board has 3 major problems that need to be addressed. First, is the transfer of \$233,000 per year out of the budget. Second, personnel adjustments and third, is the bond payments for the addition to Park 2, which payments are being made out of the Operating Capital in the sum of a half a million dollars a year, so with taking the transfer and the bond payments, it is an estimated payment of $\frac{3}{4}$ of a million dollars a year.

Leticia Moore asked Chris if he thought he could reduce the number of zones the Enforcement Officers patrol, Chris responded letting her know that the Enforcement zones have already been redrawn to equal out the workload. She also inquired on possibly reducing the staff by 1 if the number of zones were decreased, Chris informed her that there was no possible way to reduce a staff member and still keep up on the daily duties, which included maintenance and Enforcement.

Don Olson spoke, suggesting that we extend the Parking Trial for another 3 months, checking the areas that we received complaints and experiment with the 2 Hour bags instead of meters.

Will Smith made a motion to extend the Parking Trial for an additional 3 months and convert the meters into 2 hour parking where business owners had complaints, Drew Smith 2nd the motion, all in favor motion passed. This motion will have to be approved by City Council.

Chris was asked to explain the accounting error that led to the miss-reporting of the Parking Division's cash balance at the end of FY12. Chris explained that the expenses

from the lighting upgrade, currently underway, where allocated to the appropriate garage operation and maintenance accounts but the bond sale revenue, used to finance the project, were not included in the revenue estimates. This led to the Parking Division's expenses appearing to be much higher than was reality. Bruce McCandless was asked if refinancing the debt on Park 2 was an option. He stated it was and was being looked at by City Staff and any information regarding the refinancing would be shared with the Parking Advisory Board.

2012 Rate Increase - Revised and other options

Talks were tabled until more information is presented by Chris

OLD BUSINESS

Anti-Shuffling Ordinance

Keeping under Old Business for further discussion.

Site Development Code Changes

Chris informed the Parking Board that a meeting was held last week and there is still a difference in opinion on a few small details which includes bike parking, lighting and pedestrian access through parking lots. Chris will have more information for next meeting.

Park 4 Sale

Bruce McCandless informed the Board that the sale of Park 4 will go before City Council on May 14th, 2012.

Street Vending Update - Results of research

City Council will be determining how to handle street vending issues.

NEW BUSINESS

Status Report for Parking Advisory Board

Don Olsen talked about the resignation of two Board Members, Nick Blake and Scot Godfrey, along with a couple more members considering resigning because of being frustrated over last meeting in regards to the surprise over budget items. Bruce Simon expressed that he thinks that the Board is going to see some changes that will have a

positive affect for the Parking Division and Downtown in general.

Steve Bruggeman commented that City Council needs to really look at the City transfer and if City Council is not willing to listen to the **Board's** recommendation, then why is the Advisory Board here. If the transfer does not get stopped then the outcome will have to be to cut expenses, which means people or raising rates. Leticia Moore hopes that City Council sees the Parking Division now has a negative bottom line and the City transfer cannot be supported anymore.

It was suggested that the letter that will be written in regards to the transfer of funds being stopped should be given to City Council in conjunction with the other recommendations being given by the Parking Advisory Board.

Downtown Alliance Report

Greg Krueger from the DBA talked about the exploration of the rail crossing complaints. There has been a committee formed, that includes all the stake holders, property owners as well as Burlington Northern, Montana Rail Link and Cherry Creek Coal, to look into the complaints about the increased number of trains.

The DBA is in the process of putting together their budget for upcoming projects, which **won't** be finalized until July. They also continue to receive inquiries for new tenants, to fill up empty spaces in the downtown area.

Greg also said that the merchants in the downtown area should be notified of any rate increases that are being talked about.

The Montana Ave utilities reconstruction project that will be starting this summer, which the DBA is following very closely and wants to work with the Traffic Engineers to help with the traffic signals so they better correspond with the trains.

Informational Items

Chris informed the Board that he does have the RFP for the project manager for the Empire Garage and so far received one Intent to Respond form. A committee will need to be formed if 1 more proposal is received and Chris asked the Board if any members would like to be part of that process, Bruce Simons volunteered and he will be notified if he is needed.

Chris is working with the Library in regards to the change in parking, on May 7th they will be losing the metered lot, so all meter heads will have to be removed and all yellow meters on 28th Street by the library will be changed to 2 hour parking to open up more parking for the library customers.

Adjourn:

The meeting was adjourned at 5:53 pm