

**Parking Advisory Board
Meeting Minutes
June 10, 2014**

Board Members Present: Don Olsen, Chairperson; Bob Carr; Joni Harman; Mike Craighill; Patty Nordlund; Leticia Moore

Board Members Absent:

City Staff Present: Bruce McCandless; Saree Couture, Megan Hodson

Guests: Greg Krueger; Lisa Harmon

Call to Order:

Chairperson Olsen called the meeting to order at 4:10 p.m.

Minutes:

May 13, 2014, minutes approved as presented.

Reports:

- Garage Summary

The Board did not discuss this item.

Information Items:

- Empire Parking Garage Construction Update

All of the store fronts are completed, along with the brick on Montana Avenue. All of the concrete is poured except in the alley. Both of the elevators need to be working before anyone can start parking in the garage. The parking control equipment has been installed.

This is the first time the City has sold portions of a parking garage. There is a Condominium Agreement and an Owners Association. There are four members of the Owners Association; The City, Zootist Hospitality, Alley Cat Investments, and the retail properties. The Owners Association is responsible for the common areas of the garage. The limited common areas will be maintained by a Management entity. The Northern Hotel has proposed an Operational Maintenance Agreement to the City. The City is exploring the option and the agreement is on its 2nd draft.

- Parking Strategic Master Plan

The Board received a draft agenda for the Project Kick-Off Meeting that will be starting on Monday, June 16th, and will go through Wednesday June, 18th. On Tuesday night there will be a public meeting and presentation. Lisa will advertise for the public meeting.

- Parking Manager hiring

There are four finalist for the position. Bruce will be setting up interviews in the next few days.

Downtown Alliance Report (Lisa Harmon):

- They would like to host a forum in the fall concerning the transient issue and educate the public on saying no to panhandling.
- Lisa and Greg hired Ray Porrello as their new assistant.
- The Strawberry Festival, the largest event the DBA organizes, is on Saturday, June 14th.
- Sally McIntosh has retired from organizing the Art Walk in downtown, and the DBA is looking at putting it under their umbrella.

Public Comment:

No public comment.

Agenda:

- Handicap Parking

The Board received the City Code and the State Code regarding parking for people with disabilities. Currently, a person with a valid handicap placard or plate can park in the garages for free, and also park on-street at any 2-hour meter or signed 2-hour space free of charge with no time limit. The Empire Garage will not be able to verify a person with disabilities because it is fully automated with no booth attendant. Staff proposed to the Board to recommend to Council changing the City Code to read people with disabilities would pay a fee to park.

The Board discussed options on treating on-street parking the same as off-street parking. The Board also discussed striking the fee and time limit, and contacting LIFTT.

The Board approved the motion to treat people with disabilities the same as every other downtown parking patron by having them pay for parking and comply with the time limits. The current designated signed handicap parking spaces will have a 2 hour limit, and no meters will be installed in those spaces.

- Parking Ordinance Changes

The Board received the report given to DPARB regarding the Parking Ordinance changes, and a copy of the minutes from the December 11, 2012 Parking Advisory Board meeting. In the December 2012 meeting there was no recommendation from the Board to make changes. To change the Parking Ordinance, there needs to be a recommendation.

Bruce asked the Board if they were comfortable making a recommendation to Council. Don asked if Staff would make another presentation for the new members before making a recommendation. Bruce said yes, either next month or the following month.

- Special Parking Applications

The Board received a map of the request from Billings Clinic to add signed 2-hour parking on 8th Avenue North and 9th Avenue North. Staff recommended adding the signed 2-hour parking on 8th Avenue North and 9th Avenue North.

The Board approved the motion to accept Staff's recommendation; however, Billings Clinic would be responsible for paying for the signage.

- Staff explained to the Board the Owners Association would make the final decision whether the gates are closed or lifted at night at the Empire Garage. The Northern Hotel would like the gates to remain down at all times. The Board would like to discuss this item further next month.

Adjournment: 5:40 p.m.