

**BILLINGS PARKING BOARD**  
**Meeting Minutes**  
**June 12, 2024 @ 2:00**

**Board Member Present in person:** Pete Sanderson, Jim Hauck, Todd Morgan, Brandon Scala, Thom Maclean, Thom Greenwood

**Board Members Absent:** Larry Mathew, Mark Kary, Jennifer Webber

**City Staff Present:** Tracy Scott and Brianne Logan

**Call to Order:** Brandon called the meeting to order at 2:00 pm

**Minutes from March 13, 2024:** Brandon made motion to approve, and Pete seconded.

**Reports:** Tracy delivered the reports.

- **Monthly Reports**

Monthly and yearly comparisons spaces went up for Park 1. Park 2 and 3 spaces went down. All garages monthly and yearly comparisons are down about 99 spaces. No change with lots. Cash sales for Feb-May were consistent except in May, which was down. From last year cash is a little over 12% with an increase of 22k more than last year. Our monthly numbers are consistent. February was a little increased due to the timing of payments. Monthly parker revenue has a 10% increase compared to last year with a difference over 31k.

- **Operating Report**

The TIF transfer of 134k is still in the budget. Licenses and permits we are close to budget. Permits come in through the start of July. Licenses and permits are nearly 7k more than this time last year. The charge for services is 89% of what we budgeted for. Increased from last year to a little over 152k. Fines forfeits have surpassed over 110k. Investment earnings indicate the stock market is doing well. Misc is restitution payments. These are not budgeted for. Overall, we are at 92% of the budget; 166k more than this time last year. Expense account is 90k less due to less staff. We used to be at 13 employees, and we are now 10. We cannot go any lower. Operations and maintenance are under budget. Total expenditures under budget by 458k.

- **PBP Report / Credit Card Analyze Report**

Discussion on what the board would like to see in these reports. Brandon suggested, and the board agreed, that seeing percentages would be beneficial. Cash is still the #1 choice with credit cards coming in second and then following up with the pay by phone app. There was a gradual increase each month except March and April were close to being the same.

**Public Comment (3 Minutes)** None

**Condition audit:**

We are moving ahead with repairs as Desman recommended. The estimated total is a little over 600k with the engineering and contingency fees. Total repairs are estimated at \$1,088,000. Park 1 estimate is around 345k and Park 2 is about 193k.

**Agenda/Action Items**

- **Special Parking Application**
  - **Amity Burkhardt: Billings Public Schools**
    - Billings Public Schools are requesting at least one parking spot be removed on the street for better visibility exiting the Lincoln Center on the west exit. This would be at least the spot closest to Lincoln parking lot on the east side of the street on north 30<sup>th</sup>.
      - Why the zone is needed (note from form): It is nearly impossible to see north bound traffic while trying to exit the Lincoln Center parking lot because of the spots closest to the exit blocking the line of sight. Several people have almost been hit while leaving. Billings Public Schools collected 8 signatures in support.
      - Some discussion. Motion to approve was made by Thom Maclean and was seconded by Todd. Motion was approved to remove 1 parking spot closest to the driveway.
  - **Kevin Gillen: Yellowstone County Election Office**
    - This was resolved before the Parking Board meeting.
  - **Bobbie Barsness: Sunflower Academy Childcare**
    - Why the zone is needed (notes from form): Two Special Parking Applications were submitted for 2 passenger loading/unloading zones in front of 2 daycare centers across the street from each other at 902 Miles and 314 9<sup>th</sup> street. No signatures were collected. The purpose was for the parents to always have a spot close to the front door to drop their kids off, reducing the need to walk across the street.
    - Some discussion. Motion to dismiss was made by Todd and seconded by Pete. Board agreed. Motion dismissed.

**Discussion Items**

- **Mehmet's email to board**

Mehmet was not able to attend the board meeting but sent an email with information about parking kiosks in Missoula and Great Falls. It included pros and cons for the use of kiosks with QR codes. Some discussion. It was decided to keep this in mind for possible future discussion.

- **Skate Park**

There was discussion about meetings going on with Tracy, skate park representatives, and Kevin. It was asked that we talk about this at the next meeting. Board agreed.

- **Empire garage maintenance**

There was a question about who maintains the Empire Garage as one of the stairwells has an odor and tends to be not as clean. We reminded the board that the Northern hotel is responsible for maintenance and cleaning. We co-own the garage with the Northern.

**Adjournment:**

Brandon closed the meeting at 3:18 pm.

Next meeting September 11, 2024 2:00 pm