

**Billings Parking Board
Meeting Minutes
April 13, 2022**

Board Member Present in person: Brandon Scala, Todd Morgan, Peter Sanderson, Mark Kary, Kallie Parsons, Larry Matthews, Sean Lynch

Ad Hoc Board Member Present :

Board Members Absent: Mehmet Casey, Thomas Greenwood

Guest:

City Staff Present: Tracy Scott, Jennifer Mockel,

Call to Order: 2:00pm

Minutes:

The March 9, 2022, minutes were approved by Mark, Kallie seconded, and board approved.

Reports:

- **Monthly Reports (March)**

Tracy presented the March monthly reports; she stated there was a slight increase of 53 monthly spaces. Cash sales in the garages increased comparing both monthly and yearly; yearly seeing a \$6,500 increase. The Park and Shops increased by 100; however, short by 22 from last year. There was an increase in the Empire hourly sales from last month and from last year. There was no change in the Hotel Validations. Tracy will be meeting with the Double Tree to negotiate the rate we charge them for their validations. Currently they are charged .64/hour 24 hrs/7 days a week. The board had a lengthy discussion on their thoughts on what the DoubleTree should be charged for validations. They also discussed the thought of having a contract set up with the DoubleTree like we do with the Northern Hotel. Kallie suggested that maybe we could add a Maintenance Agreement cost to them. Sean suggested that if they say they will pay .50/hour then we suggest that they pay Maintenance Agreement to cover the difference. The board agrees that Tracy and someone needs to negotiate with the DoubleTree, to break even with the spaces that they have. They are interested to see what the DoubleTree is proposing to be charged. The board suggested that the new agreement should start in July. Brandon asked if Tracy could find out what the cost is per hour for each garage. Kallie asked if we could find out how many calls to Help Me Parker are from the DoubleTree guests. Tracy

stated that she will be meeting with the DoubleTree this month and will hopefully be able to report back to the board next month.

- **Operating Report**

Tracy reported that we have a net income, the expenditures will go up due to the recent snowstorm. There was discussion about the Delivery Permits and what we are charging. Mark wants to make sure we are still moving forward with increasing the price. The board wants to make sure that we charge at market value pricing and stay competitive and that we are not catering to the minority.

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

There was an increase in both the Credit Cards and PBP from last month.

Empire Garage Hourly Income

Tracy presented a report to the board showing the hourly income decrease over the past years. She reported that the gate control equipment has been ordered and will be installed soon.

Downtown Alliance Report

Mehmet wasn't available to report

Public Comment (3 Minutes)

No public comment

Discussion Items:

- **Introduction of New Parking Board Member**
 - **Peter Sanderson**

Peter is from Diamond Parking and is the newest Board Member. Board members introduced themselves.

- **Residential Parking**

Tracy wanted to discuss the increase of residential parking for the Downtown area. There are 2 large residential housing developments going up in the EBURD area. Sean believes

that the core is going to stretch out to 19th street once those go up. Sean asked if we could have Kevin Ploehn with MET at our next meeting to talk about the possibility of having a commuter bus to help get people to the parking garages. Brandon discussed the current situation of residential parking in the core area. There was talk about creating a pass that the resident could purchase to allow for parking in the downtown area. Sean talked about acting more like a big city not a small city. The board would like to have this on the next month's agenda. The board wants to make sure we are involved with changes and be proactive and not reactive.

- **Discount on paid Violations**

Brandon talked about the possibility of offering a discount on past violations. Brandon suggested that we give the citizens a 50% discount if paid in 30 days from receiving a letter, if not paid then they are sent to collections. The board agreed on moving forward with this plan.

There was a lot of talk between the board members on current tickets, if there should be a discount or not. The board rejected the idea of applying a discount on paying early, but a fee if the ticket is unpaid.

Sean and Kallie believe that this needs to be taken to Admin and presented in a way that implies, to run the Parking Division smoothly, efficiently and to stay positive we need to charge a late fee. Sean and Kallie explained that we need to talk to Admin about what we need, not why we need it. The board members all agreed that we need to take care of the Parking Division and stop protecting others.

The board discussed the collection process and why the collection process stopped. The board believes that one reason the department is running in the red is partial because Admin stopped the department from sending citizens to collections. Sean suggested that we should receive COVID money from Admin due to their directive of stopping the collection process. Sean stated that he would be willing to talk to both Chris and Kevin about the situation. Kallie offered to help Tracy to get information together to present to Admin and/or City Council, Tracy accepted her assistance.

- **Parklet Applications for 2022**

Brandon reported that the DBA did not have new Parklet applications. Brandon will reach out to Mehmet and the DBA to make sure.

Agenda/Action Items

Agenda Items for Next Meeting

Residential Parking (Moved to July's Agenda as per Tracy 5.5.2022)

Kevin from MET at next meeting (Moved to July's Agenda as per Tracy 5.5.2022)

Meeting Adjournment:

Brandon adjourned at 3:08, Todd approved, seconded by Mark and board approved.

Next meeting May 11, 2022 @ 2:00 pm