

**Billings Parking Board  
Meeting Minutes  
November 9, 2022 @ 2:00**

**Board Member Present in person:** Todd Morgan, Brandon Scala, Kallie Parsons, Jennifer Webber, Larry Matthews, Mark Kary

**Ad Hoc Board Member Present :**

**Board Members Absent:** Mehmet Casey, Thom Greenwood , Pete Sanderson, Sean Lynch

**Guest:**

**City Staff Present:** Tracy Scott and Jennifer Mockel

**Call to Order:** Brandon called the meeting to order at 2:02

**Minutes:**

The October 12, 2022, minutes were approved by Mark, seconded by Kallie, board approved.

**Reports:**

- **Monthly Reports (October 2022)**  
Tracy reported that in October there was an increase of a total of 5 monthly parkers between September and October, between 2021 and 2022 there was an increase by 80 monthly parkers. The hourly parker revenue was down by \$1,883 between September and October; however, it increased by \$10,000 from last year. There was a slight increase in the Park and Shop from monthly and yearly. Tracy reported that the Doubletree is behind by one month and their legal team is still reviewing the agreement. Tracy will report back to the board once it is signed by both parties.
- **Operating Report (October 2022)**  
Tracy reported that the revenue is at a \$36,972 difference, but the division is doing better than last year. The Fines and Forfeits are increasing. Tracy explained the difference in the Operation and Maintenance expenditures.
- **Credit Card Analyze Report/PBP Report (October 2022)**  
Tracy reported that there is a \$1,300 decrease in the credit card usage. The Pay By Phone did decrease slightly also. Tracy stated that in December the amounts will be \$0 as the parking is free. Mark asked if Pay By Phone has any kind of promotion for people

to start using the app instead of CC. Tracy mentioned that she talked to Victoria Hill about getting the word out to the public about using the PBP app.

### **Downtown Alliance Report**

No Downtown Alliance Report

### **Public Comment (3 Minutes)**

No comments

### **Discussion Items**

- **Plan for MRM Area on Minnesota by Dec 31<sup>st</sup>**  
Brandon asked if anyone from the city asked or talked to Tracy about the plan for Minnesota, Tracy reported that she has not heard anything.  
Brandon asked if there were any ideas on the parking side on what we would like to see happen. Tracy said that she is not sure what we should do if it should either be 2 hour or meters. A lot depends on what goes into those areas.

### **Agenda/Action Items**

### **Agenda Items for Next Meeting**

### **Meeting Adjournment:**

Brandon adjourned the meeting at 2:43 pm

Next meeting December 14, 2022 @ 2:00 pm

### **Additional Comments:**

Tracy talked to the board about a call she received from a gentleman requesting 26 spaces on Minnesota Ave so he could do a filming of a movie. Currently there are usually 2-3 cars parked in the area he is requesting. He is doing the filming in one evening. Tracy asked if we should charge them the full \$17 for each bag. Mark believes that we should charge him just like we charge everyone else. Jennifer talked about how that does take away from free parking for the businesses in the evening. The board agreed to charge him for the meter bags.

Tracy reported that the elevator repair at Park 2 is a few weeks out at this time as well as the sign replacement.

Tracy talked to Victoria Hill about the name change for Park 2. She is holding on to the name changes of the other garages currently until she finds out what is happening with all the locations.

Tracy talked about the residential parking at P1, she reported that there is a lot of unused parking on the westside of the garage on the 4<sup>th</sup> level, not so much on the eastside. She asked the board on how many parking spaces we need to have set for residential spots. Jennifer asked if it must be in a specific area, or why can't it be anywhere that is covered. Especially in the evenings and the weekend. Tracy stated that the reserved spaces would be for the residents so they are for sure to have a spot. During the weekend and evenings, they can park anywhere. Mark asked if it has to be reserved and Tracy responded in Park 3 we would have to but not so much at Park 1.

Jennifer stated again that the elevator side of Park 1 is the best for the residents.

Tracy handed the Board members the revenue breakdown from FY22 that the garages brought in, showing both monthly and hourly. In the Park 2 and Park 3 hourly, it included all the validations. The board discussed the actual spaces and maximum spaces in the garages.

Mark asked about the Parking Enforcement Officers and why he usually sees two Enforcement Officers driving together. Tracy mentioned that we are down a vehicle, so they are having to drive together. She reported that they usually don't drive together.

Larry asked what the status was on the delivery trucks parking on the streets. Kallie reported that it's a work in progress. Tracy said that Kevin stated that it is traffic issue and not a parking issue. Kallie reported that the Downtown officers have a different feeling about the situation, but it is being talked about. Kallie is still working on it.