

**Billings Parking Board
Meeting Minutes
January 12, 2022**

Board Member Present in person: Todd Morgan, Larry Mathews, Kallie Parsons, Tom Greenwood, Sean Lynch

Ad Hoc Board Member Present :

Board Members Absent: Brandan Scala, Mark Kary, Mehmet Casey

Guest:

City Staff Present: Tracy Scott, Jennifer Mockel

Call to Order: Sean called the meeting to order @ 2:02

Minutes:

The December 15, 2021, minutes were approved by Larry, Todd seconded and approved by Board.

Reports:

• **Operating Report**

Tracy reported that the Division is still doing well. Hopefully the snowfall is light, as removal can be expensive. The Division brought in \$13,000-\$14,000 during the Free Parking Event. Tracy discussed what could be done with the extra income for next year. The thought was maybe to help with purchasing a different type of bags over the meters, notification and/or advertisement. Kallie asked if it could be advertised on the Alberta Bair reader board as well as adding notification banners to the skybridges. Sean asked about the investment earnings being at a negative amount, Tracy reported it's a timing thing as to when the report was generated.

• **Credit Card Analyze Report/PBP Report**

Tracy reported there wasn't much to report because of the Free Parking for December.

Downtown Alliance Report

No one present to report

Public Comment (3 Minutes)

Discussion Items:

- Introduction of New Parking Board Member
 - Tom Greenwood

- **Parking Garage Names**

Will discuss next month when Mehmet is able to present. There was talk about maybe an image or renaming them to the addresses of the garages. Sean really would like to have the "P" on all the garages.

- **Parking Ticket Late Fees**

Tracy discussed that the Enforcement Officers are getting new handhelds and upgrading the Ticketrak system. She discussed how the new system can only do a late fee per ticket. She asked the Board what they would like to see as some people receive multiple tickets in a month. Sean thinks the late fee should be at least \$25 per ticket. Larry and Tom agree. Sean also believes that the fee should increase over the months.

Kallie thought maybe having a printout that can put in the tickets that shows the Ticket Late Fee structure. Sean and the Board suggested it be set at: \$15/30 days, \$50/60 days, \$75/90 days, \$100/120 days, then sent to collections.

Tracy will check with Kevin to see if it needs to be approved by City Council, Administrative Order or can be an operational change.

Tracy did mention that the Administrative Order for increasing the Parking Fines did get approved and will go into effect in February.

Agenda/Action Items

Additional comments/discussion:

Tom asked about the delivery permits and people parking on sidewalks in the Downtown area. Tracy said that if they have delivery permits, they can park in hashmarks, but must have their flashers on and should not be parked on sidewalks. They can't park in safety areas or handicap spots either. Sean talked to Tom about the Curbside Delivery procedures that the Board has planned. Tracy talked to Tom about the Takeout Signs that were put over the meters to help the restaurants during Covid.

Agenda Items for Next Meeting

Meeting Adjournment:

Sean adjourned at 2:28 Todd motioned, and Larry seconded.

Next meeting February 9, 2022 @ 2:00 pm