

**Billings Parking Board
Meeting Minutes
March 11, 2020**

Board Members Present: Brandon Scala, Mehmet Casey, Sean Lynch, Todd Morgan, Larry Mathew, Mark Kary

Board Members Absent: David Fishbaugh, Kallie Parsons, Kevin Heaney, Joni Harmon

City Staff Present: Tracy Scott, Jennifer Mockel

Guest Present: Cindy Buckman and Jay Condo

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

The board welcomed the new board member Larry Mathew.

Minutes:

The February 12, 2020 minutes approved as presented by Sean and seconded by Mark. Board approved minutes as written.

Reports:

• **Monthly Reports**

The board received the February 2020 reports. Tracy reported that there was a slight increase in monthly and yearly. Sean asked how much the garages are oversold, Tracy reported that it depends on the garage but it usually is set at 120%-125%. There was not a lot of changes in the lots. The cash sales did increase from last month in both Park 2 and Park 3 garages. The Double Tree had some conferences going and the attendees did not get their tickets validated and didn't mind paying so Park 2's revenue increased. The Park 3 garage increased also due to the extension of hours, almost a \$4,000 increase. There was a large increase in the Park and Shops and hotel validations. Tracy believes that the hotel validations will drop due to the COVID-19, she was told that several conferences already cancelled.

• **Operating Report**

The board received the Operation Report through February 2020. Tracy reported that things are looking about the same and nothing new. The Parking Division is in need of receiving a new Enforcement vehicle and Enforcement handheld equipment.

- **Credit Card Analyze Report**

The board received the Credit Card Analyze report for February 2020, the usage for cash and credit card did decrease some but the Pay By Phone usage did increase. The board members again discussed their frustration with the Credit Card meters. Tracy reported that once all the information is put together that the Legal Department will get the letter written up.

- **PBP Reports**

The board received the February 2020 Pay By Phone report, Tracy reported that revenue continues to increase and the citizens are really liking it and using it more.

Downtown Alliance Report

Mehmet reported that this Saturday is the St. Patrick's Day parade and Celtic day; there is a new parade route. Brandon asked if the public knows about the new route, Mehmet reported that the DBA did let the news stations and the Gazette know. The BID will be out there directing traffic also, as well as having barricades blocking the streets. He reported that there would be close to 40 floats, less than the holiday parade.

Mehmet is going to be doing some scouting and recruiting in Helena at an event for Made in Montana.

Matt is contacting members in the Downtown that have let their membership lapse or have never signed up. He is still working on the website, including the members to the website.

On March 20th the DBA is going to host a coffee meeting with members to discuss different topics. The first meeting will be about marketing for the downtown businesses.

The board discussed the ad that the DBA did about Parking in the downtown on their Facebook page. The DBA is talking about doing a safety video next for the downtown area.

Public Comment (3 Minutes)

Cindy Buckman and Jay Condo presented their Special Parking Application. Comments are in Special Parking Application.

Discussion Items:

- **Montana Ave Project**

Tracy, Chris Kukulski and Kevin Iffland all met with Mike S. about Montana Ave. She thought that the meeting went very well, Mike was very open to changes with Montana Ave parking. Kevin did tell him that they are moving forward with it after the city hears from the State.

- **Garage Security**

Tracy reported a staff member has been hired and now works from 9 pm until 6 am. The ground level doors in Park 1 and Park 2 will be locked on the ground level at Park 1 and Park 2. There are some doors that need to be replaced; however, the price was extremely high. She is talking to the Facility Manager about the lighting and more cameras in the garages.

Agenda/Action Items

- **Special Parking Application for Cindy Buckman**

Cindy Buckman is requesting to have a Handicap Sign in front of her apartment complex. She has been a tenant at the residence since 2009. There are two Handicap parking spot in the parking lot of the apartment complex; however, it is in the back of the complex and her front door is in the front. The handicap spots in the back are full all the time for the tenants that are in the back of the complex. Jay Condo, who is her caregiver and witness, stated that is difficult for her to get to her apartment if she has groceries. The board asked several questions about her situation. One thing that is missing on the Special Parking Application is signatures from neighbors. The board is not opposed to the sign; however, they would like to see signatures.

The applications tabled until signatures are received. Cindy was instructed to get the signatures and send the application back to the Parking Board and then the board will move forward.

Cindy is asking for two car lengths and the board is opposed to two spots.

Additional Items of Discussion

Meeting Adjournment:

Brandon adjourned meeting at 2:58 pm.
Next Meeting scheduled on April 8, 2020