

**Billings Parking Board  
Meeting Minutes  
August 12, 2020**

**This meeting was held in person at the Valley Federal Credit Union and over a zoom call due to the Phase II of Covid-19. We did not have a space big enough for all the board members to spread out and City Hall was currently under Lock Down.**

**Board Members Present by Zoom:** Joni Harmon

**Board Member Present in person:** David Fishbaugh, Todd Morgan, Larry Mathew, Mark Kary, Kallie Parsons

**Ad Hoc Board Member Present:** Mehmet Casey

**Board Members Absent:** Sean Lynch, Kevin Heaney

**City Staff Present:** Kevin Iffland, Tracy Scott, Jennifer Mockel

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

**Minutes:**

The June 10, 2020 minutes approved as presented by Mark and seconded by Brandon. Board approved minutes as written.

**Reports:**

- **Monthly Reports**

Tracy presented the June 2020 reports, the monthly reserved parking overall was down forty-six spaces and the lots were down by one. The decrease was due to people working from home and not needing the parking at this time. The cash sales did increase in the garages, as well as the Park and Shops. The Hotel Validations showed an increase as well.

- **Operating Report**

The board received the End of the FY reports, revenue overall was about \$13,000 short. Expenditures were less, due to some personnel services and snow removal.

Tracy reported that in the month of July 2020 the Charges in Services were down from last year, she believes that it is due to losing some of the Monthly parkers and the decrease in the Hotel Validations, with COVID19, increase of events cancelled for the Hotels.

- Credit Card Analyze Report

The board received June and July's reports and revenue is staying the same.

- PBP Reports

The board received June and July reports and it is showing that PBP is being used more.

### Downtown Alliance Report

Mehmet talked about Crazy Days for the Downtown Business. The DBA does have masks still for the public and staff if anyone needs some. The Strawberry Festival is officially cancelled. Mehmet discussed that between himself, Katie, Lindsay and Joe they are splitting up different tasks within the DBA due to staff members that have left. They have lost two BID team members and Emily, the front desk receptionist. Katie and Tracy will be talking and having a meeting about the new Validations and the changes. Cody is the new Outreach Division and he is going to relaunch the Real Change for Change Program.

### Public Comment (3 Minutes)

#### Discussion Items:

- Changing Hours for Garages

Tracy reported that all garages will go from 7 am until 11 pm M-F for charging, the gates will stay down 24/7. From 11:01 pm -6:59 am the charge will be \$0. This will start September 1, 2020 at all garages.

- New Gate Control Update (adding hourly parking to P1)

Tracy discussed that we are adding 25 hourly parking in the Park 1 garage. It will be monitored to see if that number is too high or if we need more spots.

- Parking Violation Increase

Tracy reported that we will be increasing the parking violation fees. The board was given the suggested list of the increases. The citizens will still have the ability to contest a ticket. Todd talked about how the increase will be beneficial on the Code Enforcement side.

- **Increase Hours on Street**

The board originally approved to have hours be increased on the streets and have two Booth Attendants become Parking Enforcement Officers. It has been determined that right now is not the time to do that. Tracy wants to express to the businesses that we are trying to help them during this time. She also discussed the Take Out only signs for the businesses, which is no charge to the restaurants. Changing of the hours on the street will eventually change and we will review this in the future.

There was discussion from the board about how it will be addressed to the public. It was agreed that we need to let the public know. There was a lot of discussion of what the best options were if we gradually increase the hours and what the unpaid violation increase will be. Tracy would like to meet with the DBA and come up with a plan to get out to the public about it. Mehmet agrees that the garages will help with the negative perceptions of the downtown parking. Many different options discussed and lots about what could be done in the future. Joni as a business owner agrees that having an increased in hours would work; however, the suggestion was to have a meeting with the public.

There was some discussion about increasing hours with dynamic parking, and other options that can be done.

- **Pedlets (Parklets)**

Pedlets are where a business can take up one parking spaces to extend their business to the street. The BID received a \$7,000 grant from Healthy By Design. Two businesses are currently interested in the Pedlets, Sassy Biscuit and Big Dipper. The two businesses would like to take only a 10 min spot not a meter spot. Kevin talked about needing to put some perimeters on this since there are more than the two businesses interested at this time. The encroachment fee is currently \$1/square foot for the year; this is currently going to Council to see if it can be increased. Mehmet said the Pedlets will be a seasonal thing. Tracy talked about Doc Harpers and what they pay and if we want to keep it at a flat fee for all businesses that are interested. David discussed that we need to have a set number of how many we have per block face. The board agreed that we need to have another meeting to discuss this and make a set plan on what is expected.

Kallie moved to let the current businesses finish the year with a trial basis and charge them \$150 a space, it was seconded by Brandon and David, approved by the board.

- **Update on Credit Card Meters**

Tracy reported that we are having less problems and issues with the meters. They have been working well.

### **Agenda/Action Items**

Special Parking Application for Deborah Watson @ 325 Terry Ave to receive a Handicap sign in front of her house. The application was signed by all her neighbors.

Mark moves to approve the application, Brandon seconds and the Board approves.

### **Additional Items of Discussion**

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

Discuss Pedlets (Parklets)

#### **Meeting Adjournment:**

David adjourned meeting at 3:18 pm.

Next Meeting scheduled on September 9, 2020 @ 2:00PM