

**Billings Parking Board
Meeting Minutes
July 13, 2016**

Board Members Present: David Fishbaugh, Chairperson; Joni Harman; Mark Kary; Kallie Parsons; Leticia Hadley; Kelly Donovan; Brian Rossiter; Andy Zoeller

Board Members Absent:

City Staff Present: Tracy Scott; Megan Hodson

Guests: Greg Krueger

Call to Order:

Chairperson Fishbaugh called the meeting to order at 2:01 p.m.

Reports:

- Monthly Report

Ms. Scott advised for the month of May there was a 3% increase in the spaces leased. The North 27th lot is 100% leased. The cash sales, hotel validations, and tokens were down slightly, however the park and shops increased by 213 hours.

The month of June shows a decrease in leased spaces due to a software upgrade and clean-up of parking records. Overall, the spaces increased by one space. The cash sales, hotel validations, and park and shops increased from prior month, while the tokens decreased.

The Board asked if June's report compared differently than the previous year's report. The Board asked if the report could show the finances being tracked with the budget. Staff stated the Board should receive a quarterly budget report.

- Restoration Project Report

Ms. Scott stated the construction work started on July 7. Restocon has been mainly working in the Park One Garage. The Board received a schedule of the work to be completed. The schedule is strictly for the concrete work. Restocon is anticipating the work to be completed by the first week of September. Ms. Scott stated the Parking Division posted memos in the garages of the work being done to help notify the public. Mr. Krueger asked Ms. Scott for copies of the memos so the DBA can help communicate with the public about the construction work.

Downtown Alliance Report:

- The Governors Innovation Conference is currently being held downtown, which has brought in approximately 400 - 500 people. Events are being held at the Crowne Plaza and the Northern Hotel.
- A big concern for the downtown is the amount of retail businesses diminishing in the downtown area. A focus will be on street level activity and looking for new businesses.
- Alive after Five is half way through the season. The Department of Revenue has required fencing around the event area.
- The parklet has been perceived well, and the orange cones will be replaced with bike racks.

Public Comment:

No public comment.

Discussion Items:

- Update on meeting w/ IPS

Jonny Waldo, with IPS Group, presented to a small group of individuals on June 14, regarding the single space meters. Mr. Waldo discussed why cities went from single space meters to multi-space meters and then back to single space meters. Mr. Waldo quoted Ms. Scott \$465/single space meter and \$200/sensor. Ms. Scott stated Parking would not be upgrading all 800 meters to credit card meters. The area Ms. Scott is looking at upgrading would only be about 150 meters, including the sensors, at \$100,000 investment. The sensors can alert the enforcement officers to issue a ticket, however, the sensors could be purchased later. The public could also have an application on their phone to add time to a meter to help prevent being issued a ticket. The meters are also capable of advertising.

- Update on meeting w/ T2

Ms. Scott and Bruce Smith, Parking Enforcement Officer, went to Missoula on June 21. Mr. Smith joined because T2 offers an enforcement program as well. Missoula installed 117 multi-space meters. The Missoula local banks funded the \$1.3 million investment. Missoula had to order 17 additional multi-space meters due to miscalculations. Missoula paid \$15,000/multi-space meter, and T2 advised Ms. Scott to budget \$10,000, which she believes is due to multiple cities being at the meeting.

Ms. Scott stated after looking at the potential downtown area which would be upgraded with the new on-street technology, the approximate cost would be \$150,000 - \$200,000 for the multi-space meters, and approximately \$75,000 - \$100,000 for the single space meters with sensors. Ms. Scott's personal opinion is

the single space meter would be easier and more beneficial for the public. The multi-space meters would scare the public from coming downtown.

- Downtown Parking Forums

The Board asked what comments the public had regarding the forums. Ms. Scott stated everyone who attended the forums were overall very supportive. Some concerns the public had were whether City Council would approve the proposals, the disarrangement of timed parking areas, and informing the public of parking options. Ms. Scott did not get much feedback on the rate increase proposals.

- City Council Meeting – Monday, August 15

Ms. Scott stated the City Council meeting on Monday, August 15, is a work session. Ms. Scott will be presenting the rate increase proposal and pursuing options for new on-street parking meter technology.

Agenda/Action Items:

- On-street Parking Rate

The Board discussed the pros and cons of graduating the on-street meter rates and allowing the time limits to increase more than two hours. The Board voiced the concern of having no turn-over for the businesses and employees parking on-street instead of the desired “long-term” parking areas. The Board discussed the Library parking rates, which have a graduated increase per hour.

Leticia motioned to approve changing the first and second hour to \$1.00 and the third hour to \$1.50. Joni seconded. Andy amended the motion to change the third hour to \$2.00. The motion was approved unanimously.

- Upgrade On-street Parking Meter Technology

The Board approved the motion to recommend single space meters instead of multi-space meters.

Adjournment: 3:04 p.m.