

**Parking Advisory Board
Meeting Minutes
March 2, 2015**

Board Members Present: Don Olsen, Chairperson; Patty Nordlund; David Fishbaugh; Joni Harman; Kelly Donovan; Leticia Moore

Board Members Absent: Andy Piccioni; Gordan Gooselaw

City Staff Present: Tracy Scott; Bruce McCandless; Megan Hodson

Guests: Dennis Burns; Anne Guest; Lisa Harmon

Call to Order:

Chairperson Olsen called the meeting to order at 10:00 a.m.

Parking Strategic Plan Presentation:

Dennis Burns, from Kimely-Horn, and Anne Guest, the Director of the Missoula Parking Commission, introduced themselves to the Board. Mr. Olsen updated the new board members on the process of the panel and the public involvement with the strategic plan.

Mr. Burns explained that the Final Draft report is still considered a draft and that changes could still be made. The intention of this meeting was to receive feedback from the Board. Mr. Burns gave the Board an overview of the report (which included the current conditions, the parking supply and demand update as well as the updated current numbers and data to provide an effective parking plan). The report includes a recommendation summary and it provides appendices as a toolbox. Mr. Burns will be adding a section on ADA parking to the report.

Mr. Burns advised that Parking's organizational structure is not broken and has "good bones". The Board agreed that City Council does not want to see another plan sit on the shelf and would like to put the "Action Items" on the Board's agenda every month. The Board could suggest to Council points to develop, an Implementation Action Plan. The Board would like to move forward with the manager, Tracy Scott. The Board would like to define the roles between City Council and Parking Advisory Board. The report gives options on organizational structure models. Mr. Burns explained Parking has a fairly good integrated structure compared to other cities. The report suggests a hybrid of the city model and a commission. Ms. Guest explained how the Missoula Commission Board worked and who was on the Board.

Mr. Burns explained how the planners reached out to hear from the public with Town Hall meetings and a survey. Overall, the public's response was that things are not that

bad with parking. The report suggests better way-finding and adding more information to the website.

Mr. Burns suggests the Board adopt the Primary Action Items and suggested the Board read the Parking Management Best Practice Toolbox. The report suggests re-evaluating the courtesy ticket program and re-looking at the meter bag policy to stop abuse. The report also includes an Enforcement Officer handbook and Audit checklist, and a Facility Operating handbook. The report includes developing a proactive maintenance plan and a new parking program brand and marketing plan. The report includes Secondary Action items for example; report cards, overflow and event management parking strategies and a centralized informational system.

The Board discussed identifying the roles and prioritizing the Primary Action item list and then adopting the plan. The Board will go back to City Council at a later date to recommend the Final Report.

Adjournment: 12:11 p.m.