

**Parking Advisory Board  
Meeting Minutes  
August 11, 2015**

**Board Members Present:** Don Olsen, Chairperson; Leticia Moore; Andy Piccioni; Joni Harman; Kelly Donovan

**Board Members Absent:** David Fishbaugh

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

**Guests:** Lisa Harmon; Doug James; Bill Gottwals; William Woods

**Call to Order:**

Chairperson Olsen called the meeting to order at 4:00 p.m.

**Minutes:**

The July 14, 2015 minutes were approved as presented.

**Reports:**

• Garage Summary

Tracy advised the Board that all garages are working on their waitlists. The Board did not discuss this item any further.

• 10-Hour Permit Required Parking Zones

The Board received a map of downtown showing the areas of the 10-Hour Permit Required Zones. Tracy explained the Streets Department is currently installing the signs in the areas. There has been only one issue that has come up with the installation of the signs, which has to do with digging in the area where the City's fiber optic cable is running. Staff is currently trying to figure out a solution to resolve this problem. Once all of the signs have been installed, Staff will create a new map to give to the public and post on Parking's website showing all of the 10-hour meters and the new 10-hour zones.

• Empire Garage Security

Tracy explained at the last Empire Garage Owners Association (EGOA) meeting the Board discussed security issues in the Empire Garage. Tracy advised that Zootist (the Northern Hotel) is the EGOA's management who handles the operations of the

garage. The Northern Hotel staff will be going through the garage every ½ hour in addition to the hired security company, which does random patrols throughout the night. Tracy also stated City Council approved Parking's security contract with Securitas.

### **Downtown Alliance Report:**

- The DBA partnered with the Northern Hotel to provide a shuttle service to Montana Fair to help with the parking issues.
- The last traffic signal box will be wrapped on the corner of Montana Ave. and N. Broadway.
- The next public art project will be a mural on the parking structure wall at the Best Western Clock Tower Inn.
- Officer Lennick, Officer Nichols, Lisa and some others will be going to San Francisco to conduct a session on the transient and inebriate issue and to receive an award.

### **Public Comment:**

Doug James, Bill Gottwals, and William Wood, representing the Alberta Bair Theatre, made a presentation to the Board about expanding and remodeling the theatre.

### **Agenda/Action Items:**

- Alberta Bair Theatre

Mr. James, the past president of the Alberta Bair Theatre, explained to the Board that discussions started several years ago on remodeling the theatre. One issue the theatre has are the number of restrooms. The theatre currently has 22 and should have 50 restrooms. Furthermore, there are no elevators and the expansion would allow for them. The Alberta Bair Theatre is a historical event center for the community and entertainment arts. The expansion would also include the concession area, the stage, and the tech audio. There were discussions of moving the theatre from the downtown area to a different location; however, the move would end up taking up several city blocks.

The Board received renderings of the expansion and letters of support from downtown businesses. Mr. James explained the most significant rendering would be page 6 because the expansion would eliminate seven on-street parking spaces. Mr. James, Mr. Gottwals, and Mr. Woods would like to tell City Council that the PAB is also in support of the expansion and remodeling of the Alberta Bair Theatre.

The Board voiced concerns regarding the financial impact of the loss of the seven meters and where the buses will park. The City owns the building and it is leased by the Alberta Bair Theatre. Tracy advised the Board that the revenue from the meters

is about in the middle compared to other meters downtown. Mr. Woods explained that the meters were installed around 2007, and the Alberta Bair Theatre is allowed to bag the meters free of charge whenever necessary. The Parking Division is gaining additional meters on North Broadway, between 4<sup>th</sup> Avenue North and 6<sup>th</sup> Avenue North, which will help with the loss revenue. Mr. Woods explained the Alberta Bair Theatre is working on a bus policy, which the buses will drop off and park somewhere else.

The Board agreed the Alberta Bair Theatre is a vital part of downtown, and this is a significant investment for economic development.

The Board approved a motion to support the Alberta Bair Theatre expansion and remodeling and will follow up with a letter of support.

- **Parking Strategic Plan**

Bruce explained to the Board the presentation he made to City Council regarding the Parking Strategic Plan. The next steps the Board will need to make are making a final decision on a name change, how many members should be on the Board, and starting the process of developing policies for the Parking Division.

The Board discussed the pros and cons of reducing the number of Board members. The Board agreed that they have trouble making a quorum with having nine members as well as getting the public to volunteer to sit on the Board. The Board discussed keeping the composition of the Board to nine members, but including the recommendation from the Strategic Plan of having City staff being a voting member.

The Board approved a motion to keep the composition of the Board to nine members, with the intent of making an effort to have as diverse representation from individuals, and limiting to no more than two City staff members.

The Board approved a motion to change the board name from Parking Advisory Board to Billings Parking Board.

Staff will begin making the necessary changes to the ordinance and bring it back to the Board for review at the next meeting. The Board discussed different policies to begin working on. Staff will meet with Chairperson Olsen to organize next month's agenda.

**Other Items for Discussion:**

Staff asked the Board if they wanted to move the September meeting to a different day because of the holiday weekend. The Board agreed to keep the meeting on the same day but move the time to 3 pm instead of 4 pm. Kelly would like to discuss at the next meeting switching the day or time of the meeting because there are conflicts when the

Board meetings are longer than 5 pm. Staff will add this item to the agenda for next month.

**Adjournment:** 5:12 p.m.