

**Parking Advisory Board  
Meeting Minutes  
September 8, 2015**

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

**Board Members Absent:** David Fishbaugh; Andy Piccioni

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

**Guests:**

**Call to Order:**

Chairperson Olsen called the meeting to order at 3:10 p.m.

There was no quorum, therefore, the meeting was for discussion only and there were no voting on any of the agenda items.

**Reports:**

- Garage Summary

Tracy advised the Board the hourly sales were down for the month in Park Two and Park Three. The Empire Garage hourly sales have increased since prior month, which Tracy believes is due to Wild Ginger opening. Tracy would like to eventually create more policies pertaining to the garage's waitlists.

**Downtown Alliance Report:**

- Lisa Harmon or Greg Krueger did not attend the meeting; therefore, there was no report.

**Public Comment:**

No public comment.

**Agenda/Action Items:**

- Ordinance Change

The Board received a copy of the ordinance change regarding the name change from "Parking Advisory Board" to "Billings Parking Board". The ordinance change will

be a policy making board and will make recommendations to City Council in all aspects of parking within the city. Tracy stated the ordinance change will go to City Council on Monday, September 28, at 6:30 p.m., and will be Item 3 on the Regular Agenda.

- **Parking Division Policies**

The Board received two policies; Cash Handling and Monthly Leased Records. Tracy advised the Board creates the policies, which are broader, and she sets the policy procedures, which will be more detailed.

The Board asked Staff to start creating two more policies; Enforcement: Intensity/Frequency and On-Street: Meter vs. Time Limits. The Board also asked Staff to include a map of where the enforcement officers patrol in the next agenda packet.

- **Meeting Date/Time**

The Board scheduled the October meeting for Tuesday, October 13, 2015, at 3 p.m. in the City Hall Conference room.

**Other Items for Discussion:**

**Adjournment:** 3:56 p.m.