

BILLINGS PARKING BOARD  
Meeting Minutes  
September 11, 2024 @ 2:00

**Board Member Present in person:** Thom Maclean, Jennifer Webber, Larry Matthew, Pete Sanderson, Thom Greenwood, Jim Hauck, Brandon Scala, and Todd Morgan.

**Board Members Absent:** Mark Kary

**DBA Representative Absent:** Mehmet Casey

**City Staff Present:** Tracy Scott and Brianne Logan

**Call to Order:** The meeting was called to order

**Minutes from June 12, 2024:** The Board approved the minutes.

**Reports:** Tracy delivered the reports.

- **Monthly Reports**
  - We are doing pretty well. Hourly cash sales should be up as we hadn't received Double Tree payment. Cash sales should be about 189k.
- **Operating Report**
  - Things looking ok. We will have 100k in TIF funds for fiscal year 25, but we don't know about 30k more TIF funds to cover the free parking during the holidays.

**Public Comment (3 Minutes)**

- School District 2 (SD2) stated: School District 2 needed additional parking in the Lincoln Center lot. They had 126 spaces with over 140 staff. This did not count the adult-ed, at-risk students who would not utilize garages, and community ed persons. Trainings and visitors were also problematic for School District 2. They believed the city owned 25% and 10-15 spots are typically open.
  - Tracy stated Planning department owns the lot. The meters are not used much. She thought 10-hour parking would work out fine.
  - Brandon Scala stated the 10-hour spots would not just be for School District 2, but for anyone with a permit.
  - Parking enforces the Lincoln Center lot but does not own the lot or have control over who uses it. Tracy stated Chris Kukulski would have to discuss with Planning on what to do with the City's side of the lot. School District 2 would need to talk to him or Kevin Iffland.

- Pete Sanderson asked if we could bag the meters. Tracy stated we don't have that many bags to use for that purpose, bags are expensive and could take time to order and have them made.
- School District 2 was asking for 21 10-hour permits at a discounted rate of 3k. Twenty-one 10-hour permits normally cost approximately 7k. They stated their summer staff can park in the Lincoln Center lot.
- There was concern from board members that if a discounted price were offered to School District 2 others might be interested in a lower rate for the 10-hour permits. Jennifer Webber stated maybe we could make a policy going forward addressing discounts.
- Public participants were dismissed from the meeting. The Board continued the discussion.

### Discussion Items

- **Escalating tickets**
  - Tickets have been escalating 365 days from last ticket issued. This was not in accordance with the administrative order that stated the tickets would start over 365 days after the first ticket was written. Tracy was working on escalating tickets written July 2<sup>nd</sup> of 2022 through March 27, 2024, when the administrative order was corrected. The number of citations paid was over 800. Parking only has names for about half the escalated citations. Some people paid before we sent the ticket information to the Motor Vehicle Department (MVD) from whom we receive the last address of the registered owners. Tracy is working through 496 citations and has completed about 150. So far there have been 30 people effected, with \$980 in refunds and \$350 in credits given. There are about 332 citations with no registered owner information. These could be individual people or multiple citations per person
- **Special Parking Application**
  - **School District 2**
  - Board members discussed the discounted rates and the affordability of full price. There was a question about the board setting a policy about the discount. The board discussed charging SD2 up front and then getting a policy set in place. Board agreed we will change it to 10-hour. The board discussed if a higher discounted rate should be considered that is more amenable to the city. We could change it to 10-hour parking and then if they cannot afford it the city will still have that parking for other parkers. 10-hour might be needed potentially for future growth of downtown and the garages are filling up; we are at 80% on oversell. We might need more 10-hour parking for City as well. Tracy stated it was not a huge problem to change the signs and it could be reversed in the future if needed. The city can use pole extenders instead of having streets install new poles. She stated Parking was comping SD2 for 1 FRC parking spot. Having 21 10-hour spots would

be beneficial to Parking. Jennifer motioned to turn 21 spots on N 29<sup>th</sup> street on the east side of the Lincoln Center into 10-hour parking and charging SD2 full price for the permits. Pete seconded. Board approved. The change to 10-hour will happen when streets can get to it. Tracy will contact SD2 and will catch Chris to discuss the update on board's decision. Tracy will tell SD2 we will revisit this. Jennifer will write something up.

- **Lee Hoblitzell**

Lee Hoblitzell is requesting one handicapped parking spot located at 1205 N Ping Circle.

- Why the zone is needed (from form): Have 2 cars in driveway and full garage for different disabled equipment and accommodate needing room for wheelchair and now a stroller/car seat. In front of house is mailbox and trash so that curb isn't practical.
- Motion to deny Todd – seconded Pete – board approved to denial

- **Tapestry**

Jodi Gardner and the Tapestry residents were requesting four handicapped parking spaces at 115 S 30<sup>th</sup> St.

- Why the zone is needed (from form): Five residents who require handicap parking live in a new apartment. Currently, one resident applied for and received one handicap spot. This single spot is insufficient for tenant needs. People using walkers and wheelchairs are forced to park up to a block away. This creates a notably higher risk of injury, especially with winter approaching. We request four additional spaced designated in front of Tapestry Apartment building.
- Jodi mentioned to Brianne when she dropped off the form that the whole complex was for disabled persons. The board had previously approved 1 handicapped spot.
- Motion to deny two additional handicapped spots Thom Greenwood – seconded by Thom MacLean – board approved denial.

#### Agenda / Discussion Items for Next Meeting

- Universal parking garage passes
- Speed bumps at exits of garages

Adjournment: Brandon adjourned meeting at 3:22 pm

Next meeting October 9<sup>th</sup> at 2:00 pm