

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, AUGUST 7, 2012 – 8 AM

PUBLIC WORKS CONFERENCE ROOM, 1ST FLOOR CITY HALL, 224 W. 9TH ST.

Members Present: Todd Meierhenry, Rich Gourley, Rod Carlson, Hugh Dodson, Dan Johnson, Nancy Savage, and Mike Von Bergen.

Others Present: Darrin Smith, Matt Nelson, Jason Dennison, Claudia Behr, and Gail Trantina

1) CALL TO ORDER

President Todd Meierhenry called the meeting to order at 8:03 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF JUNE 5, 2012.

Upon motion by Rod Carlson, seconded by Dan Johnson, the Board approved the minutes of the June 5 , meeting as mailed. Carried unanimously.

3) OLD BUSINESS

There was no old business.

4) NEW BUSINESS

- a) **Welcome Nancy Savage - Darrin Smith.** Nancy was appointed to the board 6/12/12. She is an involved downtown business owner and currently owns *Child's Play Toys* on Phillips Avenue.
- b) **Financial Report – Matt Nelson.** Meter revenue and overtime ticket revenue are both ahead of last year. The total assets are just under \$14 million dollars and the ending cash balance is \$3,691,722. Parking is working on proposed changes, for submittal to the Council, to Ord.113-08 to allow some flexibility within the rate structure of ramps and lots to meet changing needs of the downtown lease parking customers. Todd Meierhenry inquired about the depreciation life of the current ramps. Matt stated that our oldest ramp is nearly 20 years from the 50 year average depreciation life of parking ramps. It was noted that the ramp at 121 W. 12th Street may depreciate earlier due to structural issues.
- c) **Leased Parking Report – Claudia Behr.** Claudia said that the leased occupancy is 67 percent. The numbers are fairly consistent from last month and the domino effect of changes over the past several months has now leveled off. Matt said he anticipates leased percentage to be at 73% by the end of 2012. The lot at 320 S. 1st Ave. will be leased 100% to the federal government by mid-September. Avera will also be leasing 100 additional spaces in 1st Ave ramp.
- d) **Sid's Lot Improvements – Matt Nelson.** Matt told the Board that the fence and gating is complete. The fencing should complement the façade improvements that Sid's is planning, and contribute to an improved appearance for the entire block.
- e) **2013 Proposed Parking Budget – Matt Nelson.**
 - a. Revenue is projected to exceed expenses
 - b. We are giving up one full-time position
 - c. Two ramps are scheduled for repairs
 - d. Automating the Pavilion ramp
 - e. Purchasing sanding truck

- f. Funds are budgeted for purchasing/installing ramp cameras
 - g. Decrease in workers compensation cost due to increased employee safety measures
- f) **Credit Card Meters update – Matt Nelson.** Matt told the Board that Finance/Purchasing re-opened the bids and extended the timeline but that the bids are now closed. Three proposals were received; IPS, DUNCAN, and PARKTEL were the vendors submitting bids. Matt asked for board member to consider a ½ day commitment to serve on the review board for the proposal presentations. Board members who are interested in participating on the review board will contact Matt.
- 5) **OTHER BUSINESS**
- a) Matt told the Board that there is a proposal currently under review to decrease the number of letters sent and increase the amount of time to pay for customers with parking citations.
 - b) Rich Gourley inquired as to the effect the relocation of the railroad in downtown will have on Public Parking.

6) ADJOURNMENT

Upon motion by Hugh Dodson, and second by Rich Gourley the meeting adjourned at 8:53 a.m.