

## MINUTES

### PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, December 4, 2012 – 8 AM

1<sup>ST</sup> FLOOR CONFERENCE ROOM, CITY HALL, 224 W 9<sup>TH</sup> ST.

**Members Present:** Todd Meierhenry; Hugh Dodson; Richard Gourley; Dan Johnson

**Others Present:** Darrin Smith; Brent O’Neil; Matt Nelson; Claudia Behr; Gail Trantina; Duane Hatch

#### 1) CALL TO ORDER

President Todd Meierhenry called the meeting to order at 8:02 a.m.

#### 2) APPROVAL OF MINUTES FOR THE MEETING OF October 2, 2012.

Upon motion by R. Gourley, seconded by D. Johnson, the Minutes of the October 2, 2012 meeting were approved as mailed. Carried unanimously.

#### 3) OLD BUSINESS

The installation of the new smart meters on Phillips Avenue, 10<sup>th</sup> Street, 11<sup>th</sup> Street, and Main Avenue will begin today.

#### 4) NEW BUSINESS

**Financial Report – Duane Hatch** – Duane reported both expenses and revenue as slightly down. An operating income of \$5,625 and a cash gain of \$59,000 were also reported. Duane also noted a loss showing in the non-operating revenue due to the removal of the River Ramp from the assets.

**Leased Parking Report – Claudia Behr** – Claudia told the Board that leased parking shows a slight drop due to temporary relocations necessary because of various construction projects. Changes will continue to be reflected in the coming months as the 8<sup>th</sup> Street construction projects are completed and customers change parking locations due to colder weather.

**PAL Update – Matt Nelson** – Matt reported that the updates planned for Public Parking rebranding will be ready for implementation in spring, prior to the beginning of tourist season. FRESH PRODUCE is the name of the marketing group that is working with us. The installation of smart meters, upgrades/repairs for some of the ramps and lots, a charging station for electric cars at the Block 11 ramp, and plans for a mobile website are included in changes planned for the remaining months of this year and into 2013.

**RFP Release – Brent O’Neil** – Brent told the Board that an RFP for developing the property, which is currently a flat lot, will be quite similar to what was done for the River Ramp development RFP. Proceeds from the sale of the property will be receipted in the Parking fund. Brent stated that he is in the process of forming a committee to review proposals, probably late January or early February, and asked for volunteers from the Board to sit on the committee. Rick Gourley and Dan Johnson stated their interest in participating. Brent told the Board that the intention is to have a proposal to the Council in April.

#### 5) OTHER BUSINESS

– Darrin noted that the Public Parking meter/maintenance shop is temporarily using space on Main Avenue in Houman’s building. He stated that Parking is

continuing to actively seek a new location for the shop and is looking at a possible purchase of a building at 8<sup>th</sup> and Minnesota Avenue.

**ADJOURNMENT**

Upon motion by R. Gourley, seconded by D. Johnson, the meeting adjourned at 8:53 a.m.