

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, April 3, 2018 – 8:00 AM

ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.

Members Present: Christopher Hanmer, Dan Johnson, Todd Meierhenry, Jen Schaefer,
Mike VonBergen

Others Present: Daren Ketcham, Matt Nelson, Jennifer Whitlock, Gail Trantina, Joe Batchellar

1) CALL TO ORDER

Meeting called to order at 8:00 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF JANUARY 9, 2018

Approved unanimously

3) OLD BUSINESS

None

4) NEW BUSINESS

a) Financial Report

February had positive net income of \$119,037 with revenues coming in line to budget and expenses well below budget. Rates in 2018 are \$1 higher per lease than in 2017. Leased revenue is 5% higher than 2017 YTD. The \$0.25 meter increase has been implemented on all credit card meters to \$1.25 and the non-credit card meters are more than half completed. Snow alerts issued helped increase revenues but with added snow fall comes increased snow removal expenses. In 2018, we expect to see meter revenues below budget due to higher budget projection than projected actuals. Total meter revenue is at 9% of budget but 12% higher than 2017 YTD. February had a cash increase of \$93,646 and ending cash balance of \$5,634,549.

b) Leased Parking

- The B4 and B5 lots on Mall Avenue will close in May 2018 to begin construction phase for the new mixed use ramp. Current leases will be relocated to D1 and C4 ramps.
- C2 lot will be revert to primarily metered parking in an effort to provide more customer parking. Some reserved spaces will remain.
- There will be changes in on-street parking and enforcement in uptown as the area develops further. Possibilities include pay stations, meters, and time zones.
- 8th & Dakota ramp will convert to City Power from Xcel in May.

c) Block 11 Ramp Upgrades

- The new ramp access control equipment is working smoothly. We are considering adding signage on the outside of the ramp to make it more user friendly for the non-leased customer hours. Motion made by Meierhenry and seconded by Schaefer to recommend that additional signage be added.

d) Pavilion Ramp Upgrades

- Public Works will begin a project in the area of the ramp. Parking will pay for some work that will be done near our ramp approach. The diagonal parking on Main Avenue will revert to metered parking.
- This year, Parking will upgrade the gate equipment and complete some concrete work and also upgrade lighting if budget allows. The top level of the ramp will be leased parking only and the lower level will primarily have pay stations for daily parking but also a limited number of leased spaces.

e) New Mall Ave Ramp update

- Estimated completion of parking ramp portion is fall of 2019. Estimated completion of the retail/hotel portion fall 2020.
- Groundbreaking will take place probably second week in May. Leased customers will be relocated prior to the groundbreaking – B4 and B5 lots will close.
- Construction Phase 1 first step will involve replacing the storm sewer line. River Road will close during this approximately 2 month portion of the project.
- There will be some metered parking available in the B4 lot during certain phases of construction.
- Bids not to exceed \$20.6 million

f) Parking Board Officer Elections

- Matt Nelson opened the floor for nominations for PPAB officers.
- Meierhenry nominated Hugh Dodson for President VanBergen second. Passed unanimously.
- VanBergen nominated Schaefer for Vice-President, Meierhenry second. Passed unanimously.
- Hanmer volunteered as nominee for Secretary, Meierhenry second. Passed unanimously.

5) ADJOURNMENT

Meeting adjourned 9:00 a.m.

/ / 2018

Board Approval