

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING TUESDAY, JUNE 2, 2009 – 8 AM CARNEGIE BUILDING – LOWER LEVEL- NW MEETING ROOM

Members Present: Larry Rehfeld, Chair; Jeff Danz, Secretary; Grant Houwman, Danielle Merrow, and Rod Carlson.

Members Absent: Richard Murphy and Kathy Redinius.

Others Present: Lt. Miller, Police Dept.; Duane Hatch, Accounting; and Randy Bartunek, Matt Nelson, Claudia Behr, and Suzanne Schroeder, Public Parking staff.

1) CALL TO ORDER/ROLL CALL

Chairperson Larry Rehfeld called the meeting to order at 8:10 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF MAY 5, 2009.

Upon motion by Jeff Danz, seconded by Rod Carlson, the Board approved the minutes of the May 5, 2009, Public Parking Advisory Board meeting as mailed. Carried unanimously.

3) NEW BUSINESS:

- a) **Police Report** – Lt. Miller reported that there has been an increase in the number of transients in the downtown area with a subsequent increase in police calls. He said the problem is under control.
- b) **Financial Report** – Duane Hatch told the Board that Parking Administration and the Finance Department have decided to payoff all outstanding bond obligations instead of just the \$500,000 as was discussed at the May 5, 2009, meeting. Doing this will free up \$500,000 that had to be held in reserves which can be added for Operations Needs. He said total cost to call the bonds will be \$2,615,000.00 plus \$11,000.00 in interest.
- c) **Leased Parking Report** – Claudia Behr told the Board that the leased parking rate is holding steady at 79 percent. She said she does not foresee any major changes in the next month.
- d) **Updates:**
 - i) **Facility Repairs (River Ramp, 8th & Dakota Ramp, and Skywalks)**
-Randy Bartunek reported that he has received the initial draft plans from Walker Parking Consultants and plans are to go out for bids within the next two to three weeks on repairs to the River Ramp and maintenance to the 8th and Dakota Ramp and 1st Avenue Skywalks.
 - ii) **First Avenue Ramp Signage** – Randy Bartunek told the Board that the agreement with Henkin-Schultz to update signage in the 1st Avenue Parking Ramp was being prepared by the City Attorney's Office and Purchasing.

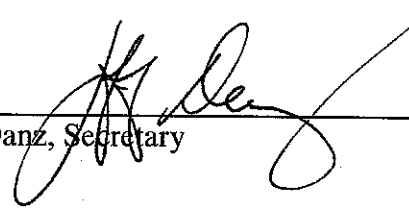
- iii) **Meter Conversion** – Matt Nelson told the Board that the supplier has reversed their opinion and now says the card readers will work with the meters the City of Sioux Falls has in the downtown area. He is waiting for prices for set up. He said he does know the debit cards will be around \$15 each and could be set up for purchase in the Parking Ticket Clerks Office and pre-loaded cards could be available in the Public Parking Office. Rod Carlson asked Matt to look at the possibility of using debit cards which can be attached to a key ring.
- iv) **Parking Lot Utilization Requests** – Discussion was held on development of a policy for administering requests received from private business and non-profits to utilize city-owned public parking lots and ramps for fund raisers and for-profit activities. It was decided by the Board to form a subcommittee comprised of Jeff Danz, Danielle Merrow, Lt. Miller, Matt Nelson, and Dan Statema, Downtown Sioux Falls; which will meet before the next regular meeting of the Public Parking Advisory Board to formulate policy on the use of public parking lots and ramps by private parties and non-profits.

4) **OTHER BUSINESS:**

- a) **Purchase of Electric Mobile Units**- Randy Bartunek showed the Board a photograph of an electric-powered mobile unit that will be purchased for use by the Parking Patrol on one or two of the patrol beats.
- b) **Purchase of New Handheld Ticketwriters** – Randy Bartunek that new handheld ticketwriters are being ordered for the Parking Patrol to replace ticketwriters put in to use in 1996.
- c) **Restriping Contract** – Randy Bartunek said staff is working on a request for bids for restriping various parking lots and ramps.
- d) **Snow Removal on Phillips Ave.** – Discussion was held on the need to notify the City's Public Works' snow removal contractor to be mindful of the bump-outs on Phillips Ave. so they do not hit them or run over them when cleaning snow, thus damaging the curbs.

5) **ADJOURNMENT**

Upon motion by Grant Houwman, the meeting adjourned at 9:05 a.m.



Jeff Danz, Secretary