

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING TUESDAY, SEPTEMBER 1, 2009 – 8:00 AM CARNEGIE BUILDING – LOWER LEVEL – NW MEETING ROOM

Members Present: Larry Rehfeld, Richard Murphy, Jeff Danz, Kathy Redinius, Danielle Merrow and Rod Carlson.

Members Absent: Grant Houwman

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

1) CALL TO ORDER/ROLL CALL

Chairperson Larry Rehfeld called the meeting to order at 8:07 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF AUGUST 4, 2009.

Upon motion by Jeff Danz, seconded by Rod Carlson, the minutes of the August 4, 2009, meeting were approved as mailed. Carried unanimously.

3) OLD BUSINESS:

- a) **Phillips Avenue Parking Time Limit** – Discussion was held on the 2 ½-hour time limit on Phillips Avenue and whether it should be shortened. This time limit was established to assist retailers in providing on-street parking for customers but downtown employees are using the meters on a regular basis. The Parking Advisory Board was reminded that if they see or suspect someone is parking at a meter all day, they can call in to report it and the patrol will mark that vehicle in along with the adjacent vehicles on each side. If the vehicle is parking in that space longer than 2 ½ hours, it will be ticketed. It was determined that no action by the Board was needed.

4) NEW BUSINESS:

- a) **Police Report** – Lt. Miller reported that there had been vandalism in the city parking ramp at 120 N. Dakota Ave., next to City Hall.
- b) **Financial Report** – Duane Hatch reported that revenue for the month of July was down and expenses were up. Discussion was held on the impact this trend may make on plans to construct a new parking ramp in the future.

- c) **Leased Parking Report** – Claudia Behr reported that the overall leased parking rate is now at 78 percent. It has been decreasing slightly every month this year.
- d) **Updates – Matt Nelson**
- i) **Facility Repairs (River Ramp, 8th & Dakota, and Skywalks)** – Matt reported the ramp repair contractor is ready to begin work which should take two to three weeks. When the River Ramp work is ready to begin, leased parkers will be relocated on a temporary basis.
 - ii) **First Avenue Ramp Signage** – Matt reported the signage is done but has not yet been installed. He said all of the new signage should be installed within the next two to three weeks.
 - iii) **Parking Lot Utilization Committee** – Matt reported the Committee hopes to have a draft agreement by the next Board meeting.
 - iv) **T3 Electric Scooter** – Matt reported the T3 electric scooter is being used by the parking patrol on a regular basis.
 - v) **Ticketwriters** – Matt reported that new ticketwriters will be in use soon.
- e) Discussion was held on the need for signage downtown prohibiting biking and skateboarding on the sidewalks.

5) **OTHER BUSINESS:**

Randy Bartunek reported on progress in identifying a potential site for a downtown parking ramp.

6) **ADJOURNMENT**



Jeff Danz, Secretary