

## MINUTES

### PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, May 1, 2012

Lower Level Carnegie, Public Parking Conference Room

**Members Present:** Rod Carlson, Hugh Dodson, Richard Gourley, Dan Johnson, Rich Murphy

**Others Present:** Darrin Smith, Matt Nelson, Dwight McElhaney, Duane Hatch, Claudia Behr, and Gail Trantina.

#### 1) CALL TO ORDER

President Rod Carlson called the meeting to order at 8:09 am

#### 2) APPROVAL OF MINUTES FOR THE MEETING OF March 6, 2012.

Motion by Dodson, second by Murphy

#### 3) NEW BUSINESS

- a) **Thank you and Plaque Presentation** - Rod Carlson presented Dick Murphy with a plaque recognizing him for 10 years of service on the Parking Advisory Board. Dick served on the board in many capacities and was a valued voice for Downtown Sioux Falls.
- b) **Financial Report** – Duane Hatch reported the early 2012 numbers show a decrease in the area of Contracted Services largely due to the limited number of snow events in 2012. The budget also shows an approximate \$5,000.00 decrease in salary expenditures from this period in 2011. Duane also noted a decrease in revenue that was anticipated and budgeted for accordingly, due in part to changes involved with the new CNA Surety re-location. We will continue to monitor the revenue changes closely.
- c) **Leased Parking Report** – Claudia reported that the current numbers reflect adjustments for the demolition of the River Ramp. The total number of leased spaces is down this period due to several factors which include: Seasonal tax employee parking no longer needed, Great Western Bank moved one of their divisions to a location outside of downtown, CNA Surety relocation. Claudia noted that we will have a more defined picture of parking needs and demand sometime in June after CNA has officially relocated.
- d) **River Ramp Removal and RFP Update** – Matt Nelson reported that the River Ramp is almost completely down and now is moving into the cleanup stage. He noted that things seem to be progressing as scheduled. Darrin shared that the new hotel to be built on the site is planned to have 5 floors and approximately 135 rooms. He also noted that interested inquiries continue for potential development of the west bank area.
- e) **Credit Card Meter RFP update** – Matt Nelson related to the board that we are approximately a month behind our target date for this project. Currently, the bid specifications are in the Finance/Purchasing department for review. The RFP should be released later this month. Rod Carlson asked the board if they would like to choose representatives to help review the proposals or whether a special meeting should be

scheduled for this purpose. After a brief discussion, it was decided that a meeting will be scheduled for the specific purpose of reviewing the proposals. Matt will inform Rod when the proposals are received in Finance and ready for review.

- f) **320 S. 1<sup>st</sup> Avenue Improvements** – Matt Nelson detailed to the board plans for fencing, gating this lot. He noted that the lot will be leased to the Federal Government for employee parking. Rich Gourley requested that the lighting quality also be evaluated for this lot.
- g) **June PPAB board officer elections** –Rod Carlson reminded the board that election of officers will take place at our June meeting. He asked for members to consider their thoughts on these positions in preparation for next month’s meeting.

**4) OTHER BUSINESS**

Darrin Smith shared with the board that plans for improving customer service in Public Parking continue to move forward and that details should be available in June.

**5) ADJOURNMENT**

Motion by Gourley, second by Murphy, the meeting adjourned at 8:50 a.m.