

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY July 2, 2013 8:00 AM

Public Works Conference Room – City Hall

Members Present: Todd Meierhenry, President; Dan Johnson, Secretary; Rod Carlson; and Mike Von Bergen.

Others Present: Darrin Smith, Matt Nelson, Duane Hatch, and Gail Trantina.

1. CALL TO ORDER

President Todd Meierhenry called the meeting to order at 8:03 a.m.

2. APPROVAL OF MINUTES FOR MEETING OF JUNE 4, 2013

Upon motion by Carlson, seconded by Von Bergen, the minutes of the June 4, 2013 meeting were approved as sent. Carried unanimously.

3. NEW BUSINESS

Financial Report – Duane Hatch

Duane reported the income statement shows we are down slightly. Duane noted additional factors influencing the income include higher expenses for contracted services and an additional pay period in the reporting month(three as opposed to two).

Leased Parking Report – Matt Nelson

Matt reported that parking occupancy rate is about the same as last month. There has not been a lot of recent movement but has been an increase in expressed interest and inquiries.

Philips Avenue Redevelopment – Darrin Smith

Darrin informed the board that negotiations on price continue. The City is firm in what we are asking for the property. All profits from sale of the lot will be will be allocated to the Parking fund.

Parking Shop Relocation – Matt Nelson

The Public Parking maintenance shop is planning to move to a building located at 501 N. Weber. We will close on the purchase next week. Matt informed the board that we will see an increase in revenue of approximately \$1200.00 to \$1300.00 when we give up the barter deal in the building we have been using as a temporary solution.

Parking Refresh– Matt Nelson

Matt told the board that the release date for the parking refresh and updates will be late summer. Parking will be reviewing the plans to make sure that the updated signage, billboards, and ads are consistent with the City of Sioux Falls marketing and branding guidelines.

Parking Software Update – Matt Nelson

Matt informed the board that the contract for T2, the new parking software system, will go to the City Council on the consent agenda at the next meeting. The initial start-up year will involve data conversion, customization of tasks, set up of the system and on-line payment system, and training at a cost of \$66,000. The system is web-based and will include on-line payment capabilities. There will also be new handheld units for the parking patrol personnel at a cost of \$4,000 each. The total first year cost will be \$130,000. The annual maintenance costs in subsequent years will be approximately \$30,000 annually to host the software. Von Bergen made a motion to support and recommend the T2 software conversion agreement. Johnson seconded. Motion passed unanimously.

Other Business – Darrin Smith

Darrin told the board that design fees for a new, additional parking ramp have been proposed in the 2014 budget. At this time we don't know when we will build an additional ramp but we want to be prepared if demand for parking dictates the need to build an additional ramp. Darrin shared with the board that at this point in time there is no urgent need to build a ramp as the City Parking system has approximately 500-600 available spaces to lease.

ADJOURNMENT The meeting was adjourned at 8:52 a.m.

Dan Johnson, Secretary