

## MINUTES

### PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, September 10, 2013 – 8:00 AM

ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S. DAKOTA AVENUE

**Members Present:** Todd Meierhenry, Richard Gourley, Dan Johnson, Rod Carlson, Hugh Dodson, Nancy Savage, Mike Von Bergen

**Others Present:** Darrin Smith, Matt Nelson, Duane Hatch, Claudia Behr, Jason Dennison , Gail Trantina

#### 1) CALL TO ORDER

President Todd Meierhenry called the meeting to order at 8:04 a.m.

#### 2) APPROVAL OF MINUTES FOR THE MEETING OF AUGUST 6, 2013.

Upon motion by Carlson, seconded by Von Bergen, the minutes of the August 6, 2013 meeting were approved as sent.

#### 3) OLD BUSINESS

No old business.

#### 4) NEW BUSINESS

##### a) Financial report- Duane Hatch

Duane reported both expenses and revenue higher than last year in this same period. Reports also show a drop in cash which is due to the purchase of the Parking maintenance building on Weber.

##### b) Lease parking report – Claudia Behr

Claudia reported a lot of movement in several of the ramps and lots in the last month and told the board some of this was due to typical seasonal leasing patterns. She also told the board that there has been an increase in inquiries and interest in parking availability. Jason Dennison of DTSF commented that the downtown storefront vacancy rate is tracking at about 10%.

##### c) Phillips Ave RFP - Darrin Smith

Darrin told the board that the City and the Developer are generally in agreement on all points of discussion for the purchase of the Sushi Masa lot. Contract documents should be presented to the Developer sometime in the next month.

##### d) Parking Refresh – Matt Nelson

Generally a positive reception overall for the launch of the Public Parking refresh. Matt told the board that the billboard and radio ads will continue as will the replacement of the signs at the lots and ramps. Jason Dennison commented that the changes are a great asset for downtown and that the feedback he has received has also been positive.

##### e) Parking Needs – Darrin Smith shared with the board that in the upcoming months he will be asking for members of the board to join with Parking and Community Development staff to form a committee to gather and analyze information to look at the true needs and potential growth for downtown parking. The committee will look at current, planned, and potential parking needs of residential and commercial customers and use information to discuss possible locations for a future additional ramp to be built, based on occupancy and growth potential.

- 5) OTHER BUSINESS – Darrin Smith**  
No other business

**6) ADJOURNMENT**

Upon motion by Gourley, the meeting adjourned at 8:53 a.m.

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Dan Johnson, Secretary