

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, March 4, 2014

Economic Development Conference Room, 100 S. Dakota Avenue

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

Others Present: Claudia Behr, Duane Hatch, Matt Nelson, Darrin Smith, Janelle Songstad, Gail Trantina, Jennifer Whitlock

1) CALL TO ORDER

President Todd Meierhenry called the meeting to order at 8:01 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF January 7, 2014.

The minutes were approved as sent.

3) NEW BUSINESS

a) **Financial report** - It was noted that revenue was down for 2013 due to one-time purchases of the maintenance shop building and the new maintenance vehicle. Duane reported that the revenue numbers may appear slightly skewed this year due to the software conversion. There will 13 months included but this will correct to 12 months in the following years.

b) **Leased parking report** – Claudia told the board that occupancy rate was down overall from Jan to March. She noted that the 8th and Dakota ramp occupancy was affected by Total Card relinquishing leases in the ramp as well as the completion of the Gil Haugen construction project usage of the ramp for relocation of US Bank. Total Card also relinquished parking in both the Block 11 Ramp and the Pavilion ramp but occupancy rates are essentially not affected as DocuTAP and LSS are preparing to move in. Claudia reported that the Parking office staff has received positive comments from customers regarding the new billing system/conversion. Matt told the board that DocuTAP will be leasing approximately 150 spaces by summer 2014. Meierhenry commented that growth is anticipated to continue in downtown and parking needs will continue to evolve.

c) **Phillips Ave RFP** – Darrin told the board that our offer is still on the table but there have been no new developments in the sale and development of the property

d) **PUMA (Progressive Urban Management Associates)** – Volunteer group that Matt is working with. The goals of the group related to parking and downtown Sioux Falls are:

- a. To maximize supply
- b. Collectively serve public and private needs
- c. Create a master parking plan, block by block
- d. Overcome misconceptions
- e. Expand downtown walkability
- f. Design/Create sense of place

- e) **Introductions** – Newly created position Lead Parking Patrol, Janelle Songstad promoted from Parking Patrol. Her time is spent 50/50 on patrol and in the Parking office. Customer service focused, oversees the PAL's. Financial Analyst Jennifer Whitlock, Finance department employee, specifically oversees financial/accounting information related to Public Parking.
- 4) **Other Business** – Meierhenry led short discussion on future possibilities for continued Eastbank and Greenway parking development.
- 5) **ADJOURNMENT** - The meeting adjourned at 8:34 a.m.

Board Approval