

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING TUESDAY, OCTOBER 4, 2016 – 8 AM ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.

Members Present: Hugh Dodson, Rick Gourley, Dan Johnson, Todd Meierhenry, Nancy Savage, Jen Schaefer

Others Present: Daren Ketcham, Matt Nelson, Jennifer Whitlock, Claudia Behr, Gail Trantina, Joe Batcheller

1) CALL TO ORDER

Meeting called to order at 8:07 a.m. by Dan Johnson

2) APPROVAL OF MINUTES FOR THE MEETING OF AUGUST 2, 2016

Approved unanimously

3) OLD BUSINESS

None

4) NEW BUSINESS

a) Financial Report

- Statement of Operations for period ending August 31, 2016 shows revenue exceeding expenses with 67% of the year complete.
- Board requested meter revenue comparison data from the past 5 years. Matt Nelson will forward the information to the Board.
- Operating revenue is up and operating expenses are up slightly.
- Cash Flow Statement for this period shows begin balance of \$4,433,505 with ending cash balance of \$4,553,379.

b) Leased Parking

- Leased parking is at 96% occupied system-wide. We are in the process of retagging the leased parking in the 8th & Dakota ramp to enable us to over-lease by about 10%.
- Working on a pilot project for possibly adding staffing later in the day.
- Will be adding a permanent part-time position in the parking office in 2017. Claudia will be an employee of the Finance department effective 2017.

c) Maintenance and Repair

- Projects mostly complete for 2017 except for the replacement of stairs in the City Hall ramp.
- 1st Avenue ramp rehab will occur in 2017.

d) Ramp Update

- We have a very preliminary concept design from the architect.
- Once the CMAR selection is made we will be able to begin contract negotiations.
- Council wants to see a final concept before they will approve bonds.
- Final financial information will not be available until late spring 2017.

- Estimated August of 2018 for the parking ramp portion of the project to be completed.

5) ADJOURNMENT

Meeting adjourned 8:45 a.m.

NEXT MEETING DATE: TUESDAY NOVEMBER 1, 2016

/ / 2016

Board Approval

DRAFT