

## MINUTES

**PUBLIC PARKING ADVISORY BOARD MEETING  
TUESDAY, NOVEMBER 1, 2016 – 8:00 AM  
ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.**

**1) CALL TO ORDER**

- a) Meeting called to order at 8:07a.m.

**2) APPROVAL OF MINUTES FOR THE MEETING OF OCTOBER 4, 2016**

- a) Approved unanimously

**3) NEW BUSINESS**

Financial Report –

- Statement of Operations for period ending 9/30/2016 shows revenue exceeding expenses and YTD net income of \$481,259. Total operating expenses below budget.
- Statement of Cash Flows shows an increase of \$11,540, YTD increase of \$315,443 and ending cash balance of \$4 564,91. Most of this is projected to go toward the new ramp project.

Leased Parking –

- At the 8<sup>th</sup> and Dakota ramp, we have completed implementation of an operational change eliminating tiered rates. Monitoring the occupancy of the ramp as a whole rather than by level allows us to lease more spaces and more efficiently manage maintenance projects.
- The A-1 lot at 231 N. Dakota Ave will close as of 12/29/16. We will have 10-15 customers to relocate from this lot. This is site of new City Admin building.

City-wide Self-Audit

- Draft results suggest we should reduce the amount of petty cash in the parking office. There is also a need to formalize some of our procedures. The City Auditors will present a complete report to the City Council by end of year.

Maintenance and Repair Updates-

- Block 11 Ramp upgrades including new gate equipment, cameras and security software will take place in 2017 – all necessary equipment will be ordered by end the year. The Pavilion Ramp is planned to receive next upgrades.

Parking Ramp Updates-

- Working on the conceptual design
- CMAR is working on contracts with architect
- Plan to have schematic pricing finalized in January. Formal announcements will be made when more is in place.
- Looking at potential groundbreaking in July 2017
- We are in a strong financial position at this time.

**Meeting Adjourned 8:31 a.m.**

**NEXT MEETING DATE: TUESDAY DECEMBER 5, 2016**

DRAFT