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 8:07 a.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 $456,91. Most of this is projected to go toward the new ramp project.

   Leased Parking –
   • At the 8th 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