

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, MARCH 7, 2017 8:00 a.m.

ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.

Members Present: Hugh Dodson, Dan Johnson, Nancy Savage, Jen Schaefer, Mike Von Bergen

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

1) CALL TO ORDER

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

2) APPROVAL OF MINUTES FOR THE MEETING OF FEBRUARY 7, 2017

Approved unanimously

3) OLD BUSINESS

None

4) NEW BUSINESS

a) Financial Report

- February had a cash increase of \$40,775 and ending cash balance of \$4,903,352. February of 2016 had an ending cash balance of \$4,294,791. Parking has increased cash by \$608,561 in just one year.
- Total Operating Revenues for February came in at \$230,921. Excluding snow tickets, operating revenues are 15% higher than YTD 2016. Total Operating Revenues are at 16% of budget. Lot and ramp revenues are 19% higher than YTD 2016 and \$19K higher than February 2017.
- Rates increased on the June 2016 invoices.
- Occupancy is at 100% compared to 91% last February.
- Meter revenues are 11% higher YTD 2016.
- Snow related tickets are \$49K lower than YTD February 2017. (Variance can relate to timing of snow alerts, timing of ticket payments, and occasionally won't ticket for snow alerts if special events are occurring in the city)
- Total Operating Expenses excluding depreciation are at 12% of budget. February operating expenses with depreciation were \$187,951, excluding depreciation would be \$142,625.
- Total YTD Fixed Asset expenses are \$47,990, consisting of:
 - \$396.89 for Parking Lot and Ramp Improvements
 - \$47,592.72 for New Parking Facility
- Total Net Income with depreciation of \$48,899.

b) Leased Parking

- Leased parking occupancy is at 101% .
- Most effective best practice for continued leasing/overbooking is based on individual parking systems as well as individual facilities within a system.

- With current plan for the new City Administration Building, we will need parking for a minimum of 30 more employees than we currently accommodate.

c) Ramp Update

- We have been working on this project for 3 years.
- The construction funding was cut from the budget but the \$2.6 for planning was approved.
- Matt will be conducting tours of our current parking facilities with City Councilors in the next week.

5) Other New Business

- a) Joe Batcheller from DTSP shared information with the Board from a retail consultant's study. The consultant recommended extending the hours of enforcement of metered parking including some weekend hours. Joe stated that
- b) DTSP will be doing outreach with the business and resident population of downtown to get feedback on weekend parking.
- c) Dan Johnson requested that Matt forward to the Board data he has acquired on weekend parking.

6) ADJOURNMENT

Meeting adjourned 8:54 a.m.

NEXT MEETING DATE: TUESDAY MAY 2, 2017 8:00 a.m.

/ / 2017

Board Approval