

MINUTES

PUBLIC PARKING ADVISORY BOARD MEETING TUESDAY JUNE 6, 2017 – 8:00 AM ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.

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

Others Present: Daren Ketcham, Matt Nelson, Jennifer Whitlock, Gail Trantina, Lana Hilgeman (AVERA), Anna Stritecky (Intern)

1) CALL TO ORDER

Meeting called to order at 8:02 a.m.

2) APPROVAL OF MINUTES FOR THE MEETING OF May 2, 2017

Approved unanimously

3) OLD BUSINESS

- Enforcement Hours –
 - We want good, comprehensive data and info before decision
 - Board members would like to see sooner rather than later
 - Requires ordinance change
- 1st Ave Ramp landscape/ improvement project

4) NEW BUSINESS

a) Financial Report

April had a cash increase of \$9,895 and ending cash balance of \$4,999,581, almost \$5M. April of 2016 had an ending cash balance of \$4,372,908.

- **Total Operating revenues:** 33% of the year has been completed and operating revenues are at 33% of budget. Total April operating revenues of \$236,013. Excluding snow tickets, operating revenues are 14% higher than YTD 2016.
- **Leased Parking Revenue:** Meter revenues of \$40,332 are 12% higher than YTD 2016, 30% of budget. Lot and ramp revenues of \$154,006 are 17% higher than YTD 2016 and \$15K higher than April 2017. Rates increased on the July 2016 invoices and will again July 2017.
- **Parking Fines**
 - Overtime 4% increase from YTD last year, 32% of Budget.
 - Improper 14% decrease from YTD last year, 28% of Budget.
 - Prohibited 2% increase from YTD last year, 29% of Budget.
 - Snow related tickets are \$25K lower than YTD April 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:**
33% of the year has been completed and operating expenses excluding depreciation are at 25% of budget. April operating expenses with depreciation were \$151,479, excluding depreciation would be \$106,126.
- **Total Net Income** with depreciation of \$84,534, without depreciation \$129,886.
- **Fixed Assets:** Total YTD April Fixed Asset expenses are \$180,252, consisting of: \$2.5K for Parking Lot and Ramp Improvements, \$175K for new parking facility, \$2.5K for parking ramp equipment.

b) Leased Parking

- Occupancy is relatively unchanged from last month. We are preparing for the rate increase which takes effect July 1, 2017.

c) Ramp Update/Timeline

- We will not be making presentation to the Council in June, possibly will in July.
- Not all agreements are done, we are working through alternate options to stay within our budget.
- We want to give Legacy Development time with the agreements.
- Storm drain easements and ROW agreements are under review by the City Attorney.
- Want to bring all information together before we present it to the Council.
- Goal remains to begin the site work in 2017.

d) Other Business

Board interested in knowing if any feedback has been received in Parking office in regard to 7/1/17 rate increase. Matt commented that to date, there has been very few customer comments on the rate change.

5) ADJOURNMENT

Meeting adjourned 8:30 a.m.

NEXT MEETING DATE: TUESDAY July 11, 2017 8:00 a.m.