

## MINUTES

### PUBLIC PARKING ADVISORY BOARD MEETING

TUESDAY, June 5, 2018 – 8:00 AM

ECONOMIC DEVELOPMENT CONFERENCE ROOM, 100 S DAKOTA AVE.

**Members Present:** Hugh Dodson, Christopher Hanmer, Rick Gourley, Dan Johnson, Todd Meierhenry, Jen Schaefer, Mike Von Bergen

**Others Present:** Matt Nelson, Jennifer Whitlock, Gail Trantina

#### 1) CALL TO ORDER

Meeting called to order at 8:05 a.m.

#### 2) APPROVAL OF MINUTES FOR THE MEETING OF April 3, 2018

Meierhenry move to approve, Johnson second. Approved unanimously.

#### 3) OLD BUSINESS

- Digital signs will be placed at Block 11 ramp this fall – Matt is working with Daktonics.
- New administration in place and the resignation of the Community Development Director indicate that future changes in the Parking division are likely but unknown at this time. Updates will be communicated to the board.

#### 4) NEW BUSINESS

##### a) Financial Report

###### March 2018 Parking Financial Overview

March had positive net income of \$51,689 with revenues coming in line to budget and expenses well below budget. Rates in 2018 are \$1 higher per lease than in 2017. Leased revenue is 5% higher than 2017 YTD. The \$0.25 meter increase has been implemented on all credit card meters to \$1.25 and the non-credit card meters to \$1.00. Snow alerts issued helped increase revenues but with added snow fall comes increased snow removal expenses. In 2018, we expect to see meter revenues below budget due to higher budget projection than projected actuals. Total meter revenue is at 16% of budget and 6% higher than 2017 YTD. Expenses excluding depreciation are at 18% of budget.

March had a cash increase of \$113,012 and ending cash balance of \$5,747,561.

##### b) Leased Parking

- We will be able to increase the occupancy at Block 11 once all the R & M projects are complete.
- We will be installing new equipment at Pavilion ramp so that the lower level is hourly with pay stations and no new leases. Upper level will remain lease parking.

##### c) City Center Impact

- Engineering relocated into City Center last week. All parking will transition from City Hall ramp to the 8<sup>th</sup> & Dakota ramp as departments move – we are coordinating the moves.

- Parks and Rec moving from N. Phillips building to City Center.
- Parking will move mid-July to the ground level of City Hall at 9<sup>th</sup> and Dakota. We will be sharing a space with the Utility Billing department and Fire Prevention.

**d) Block 11 Maintenance**

- Repair work has started – concrete work is first phase.
- 3 levels will be bead blasted, striped in one weekend.
- The fourth level will done separately and have additional seal coating

**e) Pavilion Ramp Operational Changes**

- Will convert to pay-by-plate which is easier for enforcement than pay-by-space.
- Phillips entrance will change in conjunction with City Engineering project.
- There will be 2 pay stations for the lower level.
- Construction should begin this fall.
- Parking office will set up exchange for new electronic access permits for top level.

**f) Mixed-use Ramp update**

- Schematic is done and we are finalizing design.
- Development is about 90% ready from the parking perspective.
- Working on the construction documents
- River Road phase will end and River Center lot phase should begin end of June.

**5) ADJOURNMENT**

Meeting adjourned 8:45 a.m.