

## **MISSOULA PARKING COMMISSION**

### **Minutes**

**August 4, 2016**

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W Pine Street at noon. Those in attendance were Board members John Roemer, Heidi Kendall and Joe Easton. From the Parking Commission office were Rod Austin, Director, and Tiffany Brander, Administrative Services Manager. Also in attendance were Linda McCarthy, Downtown Missoula Partnership, Kevin Slovarp, City of Missoula Engineer, Travis Ross with the Missoula Valley Water Quality District and Mike Brady, City of Missoula Police Chief

#### **I. Call to Order:**

John Roemer called the meeting to order.

#### **II. Introduction and Welcome to those in attendance:**

#### **III. Public Comments and Announcements:**

No public comments or announcements were given.

#### **IV. Approval of Agenda:**

There were no adjustments or changes to the Agenda.

#### **V. Approval of Minutes:**

Matt Ellis moved to approve the minutes with no changes. John Roemer seconded his motion and the **Minutes of the Board Meeting held on July 7, 2016 were unanimously approved.**

#### **VI. Director's Report:**

Rod Austin presented the Director's Report.

#### **VII. Financial Statement:**

Jim Galipeau was not available to attend the meeting and the financial statement was emailed to Board Members the day of the meeting. There were no questions regarding the financial statement.

**VIII. Communications and Presentations:** Kevin Slovarp and Travis Ross presented information regarding the Caras Park Outflow Project and requested a \$25,000.00 contribution to the project from the Parking Commission. Further information is under Action Item A.

#### **IX. Action Items:**

A. Caras Park Outflow Project

In June of 2015, Kevin Slovarp presented the Caras Park Outflow project to the Board and requested financial assistance. At the time, the Parking Commission Board was interested in helping but requested that he come back in 2016 as they did not want to commit to giving any assistance while the new meters were being purchased. Kevin Slovarp is requesting \$25,000.00 from the Parking Commission to assist with Phase one of the Caras Park Outflow Project which will treat the outfall downstream from Brenan's wave. Other contributors to this project include a \$125,000.00 construction grant, \$20,000.00 from the water quality district, \$25,000.00 from MRA and \$5,000.00 from Parks and Recreation. Additionally, if additional funds are needed, City Council has pledge money through the Road District One budget. Travis Ross reported the reasons for the Outflow project and how it will benefit the citizens of Missoula. He explained that phase one of the project will include a hydrodynamic separator that will remove many of the contaminants currently found in the area such as fecal waste, metals, car waste, cigarette butts, etc. Phase two of the project will deal with many of the temperature effects on the river and will be implemented at a later date. The funding requested will only be for phase one and an MPC commitment during phase one does not require additional funding from the MPC for phase two. Kevin indicated that he anticipates construction to begin around October 10<sup>th</sup> and will most likely take approximately three to four weeks to complete. After further questions and discussion, **Heidi Kendall moved to approve the \$25,000.00 funding as requested. Joe Easton seconded the motion and it was unanimously approved to provide \$25,000.00 to the Caras Park Outfall Project.**

X. Non-Action Items:

A. New Business - None

B. Old Business:

1. Pay by phone provider selection – Rod reported that the selection committee interviewed three companies and after the interviews, they were narrowed down to two companies. He requested that the Board allow additional time for further research before choosing between the top two companies.
2. Security – Rod wanted to discuss Parking Commission security at the meeting as a precursor to a more in-depth security conversation that he would like to have during the strategic planning session. Chief Brady came in on Rod's request and reported to the Board that a proposal was put to City Council to hire four additional full time employees that would include two non-uniform and two uniformed officers to help with downtown crime prevention. The City Council approved two new officers but eliminated the two new community service workers and the proposal was sent back to committee for Wednesday, August 10. If approved by City Council, the new officers will likely be starting around the 1<sup>st</sup> quarter of next year.

Rod is concerned that these officers won't necessarily be helpful for our structures because they will be covering the entire downtown area and not strictly our garages. Chief Brady indicated that he has had officers frequently the Bank Street parking structure between 4-6 a.m. for the last three weeks due to recent complaints. Chief Brady requested that the MPC follow up with the City Attorney's Office to confirm that the signage we have in our structures is sufficient and they will be comfortable prosecuting any tickets that the PD writes for loitering in the structure.

Chief Brady mentioned that the Parking Commission used to have private security from 11-2 by the gate arms on Ryman on busy nights (Fridays & Saturdays) and that was very helpful for the Police Department. Rod indicated that he discussed the matter with Wade at Black Knight and Wade indicated that he would need to have at least two guards present during the evening hours similar to the arrangement with Mountain Line. Mountain Line has two guards that are there from 11-7 and Rod stated that we might do that during later hours as well. Chief Brady indicated that he believes the Library hires reserve deputies at night and that might be a good option for us because if we used police officers they would have to be as overtime and it would be far more expensive. Linda McCarthy indicated that it would be beneficial to talk with Andy Roy and the Downtown Ambassadors to see what they are doing and what we can do in the future. Rod informed the Board that in the last fiscal year we spent \$16,212 in garage security and he thinks we may need to up that amount in the future.

3. Strategic planning session –

Rod indicated that because Joe and Pat indicated that it would be difficult for them to attend a full day planning session, Rod would like to have an abbreviated October Board meeting and then roll in to a strategic planning meeting directly after the abbreviated Board Meeting. Rod would like to talk about security, real estate, future financial projects during this project and he invites Board members to add additional items to the agenda. October 6th will be the tentative date and Rod will contact the facilitator to confirm they will be available. He will confirm with the Board as soon as possible.

**XI. Setting of next meeting date and adjournment:**

Next Meeting is scheduled for Thursday, September 1, 2016 (Jack Reidy Conference Room).

Respectfully submitted,

Tiffany Brander  
Administrative Services Manager