

Parking Commission Advisory Committee (PCAC) Notes for 10/26/2010

I. Call to Order – Rod Austin.

The meeting was called to order by Rod Austin, Business Improvement District (BID).

II. Introductions and Welcome to those in attendance

Introductions were made. The following PCAC members were in attendance:

BID: ~~Red Austin~~

J. Elaine's: ~~Kim Johns~~

MPC: Anne Guest

DTMP Implem. Comm: ~~Matt Ellis~~

MPC: Kathy Lathrop

City Council: Jason Weiner

MPC: ~~Cyndie Winchell~~

Property Owner: John Roemer

MDA: Julie Weaver

FIB: ~~Suzanne Loewen~~

MRA: ~~Ellen Buchanan~~

Business Owner: Todd Frank

TDM: Phil Smith

Heart of Missoula: John Bacino

Others in attendance:

Hide & Sole: Scott Sproull

III. N. Higgins Project – IPS meters

The N. Higgins Street project held their grand opening Friday, October 15, 2010. The organizers were please with the good turnout. The Missoulian had a nice byline on the front page introducing the new IPS meters.

The parking enforcement officers have been taking a short five question customer survey to see how the public perceives the new IPS meters. The majority of the public are excited about the credit card function as well as commenting on various parking issues.

Missoula Parking Commission (MPC) is on a three month trial basis with the IPS meters. MPC will evaluate the meters and make a determination at the end of the trial period on whether the meters will be purchased and/or returned to IPS. Each credit card transaction costs MPC \$0.13 per transaction. There is not a required minimum charge and people are charging as little as \$0.05 per transaction.

MPC had one coin collection at approximately \$400.00 for less than one week. All of the meters were apart three separate routes and they do not have a history of meter usage in this area.

Alerts are sent to the officer manager and maintenance department when there are meter malfunctions. This enables the maintenance department to fix any problems immediately.

It has been noticed that the meters will accept payment on off hours. However, it will not add any time to the meters.

IV. Digital Payment Technologies – 2 Shelby machines

MPC ordered two Shelby machines from Digital Payment Technologies to replace the Miti pay by license plate machines both in Bank Street public parking and New Park lot. Digital quicken the process to accommodate MPC and they are excited that we are already using pay by license system. The Shelby has the capability to change systems to pay-n-display and parking spot if MPC decides that another system might to better for the particular lots.

MPC is thinking about accepting only coin and credit cards to purchase parking time. Bills have always been a problem. We had issues with wrinkled, torn and sensors not working on new issuance of currency.

If the Shelby machines prove themselves and work properly MPC will consider using Digital's Luke model on the streets. The Luke has all of the same functions as the Shelby but is designed for a smaller scale.

V. Revised MPC logo – graphics and signage

One year ago MPC change their logo from the original design when Central Park was opened. The old logo design featured Central Park structure drawing. It was replaced by a logo featuring the letter "P" surrounding by variegated green shading and the name and address of the commission. This logo has been difficult to reproduce and looked like letter head.

The proposed revised logo is using the international letter "P" for parking using a single shade of green and raising the letter higher in the circle. The name and address will be more pronounced using the same shade of green in the logo circle. The Board will review the logo at their next meeting.

VI. Front Street Structure:

1. RFP for A/E

Wednesday, October 27, 2010 selection interviews will be held with architects on Front St structure proposal. There were three companies selected from the RFP.

2. RFP for CMAR

The RFPs for CMAR are due Friday, October 29, 2010. The interview will be held next week. All of the constructions companies have worked with MPC on previous projects.

3. Financing

MPC has set aside \$2M cash and \$2.5M revenue bonding capacity plus any new redevelopment agency funding towards the structure. The dollar figures are a starting point and may be adjusted if necessary. MPC position is to take advantage of bonds and any other possible funding options.

MPC still has an outstanding bond on Bank Street. It has been discussed that this bond could be paid ahead of schedule or continues to make payments. The situation is complex and there are multiple scenarios to look at.

4. Development Agreement

Hopefully by November 4, 2010 First Interstate Bank (FIB) will obtain Holiday Inn's land. At that time FIB will transfer the title to MPC and the purchase will be complete.

MPC will own the Front Street structure with contingencies placed on them by the old Macy's and Holiday Inn. 30 spaces have been committed and owned by Macy's. Most likely this commitment will be transferred to the new owner of the building. 9 spaces will be committed to Holiday Inn to make up their loss due to the sale of their land. The rest of the parking spaces will be either public and/or leased based on the design of the structure.

The estimated cost of the structure is approximately \$18K per parking space. The Board is looking at a minimum of 400 parking spaces in the structure.

4. Schedule
Not discussed.

VII. Central Park expanded hours for FIRST HOUR FREE

Central Park operating hours is from 8 am to 6 pm. The booth is currently manned only 8 hours per day. In order to offer the first hour free program it is necessary to have the booth manned for the entire operation hours.

MPC is exploring hiring a part-time position to cover the first 2½ hours of the operating day. The position will hopefully be filled and the first hour free program will take effect before Thanksgiving Day.

VIII. Next meeting date – **Tuesday, November 30th at 4:00 pm in the Jack Reidy Conference Room**
(Last Tuesday of every month at 4:00 pm in the Jack Reidy Conference Room)

IX. Other Business
No other business.

VII. Adjournment