

# MISSOULA PARK COMMISSION

## Minutes

August 14, 2014

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those attending the meeting were Board members Matt Ellis, John Roemer and John Smith. From the Parking Commission office were Anne Guest, Director and Mary Meyer, Administrative Services Manager. Also in attendance were Jim Galipeau of JCCS, and Jim Dayton, an interested citizen.

### Call to Order – John Smith

### Introductions and Welcome to those in attendance

### Public Comments and Announcements

None

### Adjustments to the Agenda

None

### Approval of Minutes

The Minutes of the May Board Meeting held 5-1-14 were approved unanimously.

### Action Items:

None

### Non-action Items –

#### 1. New Business –

##### a. Meter Modernization Project – next step.

Anne presented an informal summary prepared by Vanessa Solesbee of the Solesbee Group. She noted that of the 40 questionnaires that were collected during the stakeholders meetings, the majority rated the current on street system as “Good”. The two main items of feedback from the responders were customer service and keeping costs low. Anne also noted that Chuck Reedstrom, Kimley-Horn, was in Missoula and would be working with the Parking Commission Staff to map out all of the meters. Once that is complete, the placement of the multi-space meters can be reviewed. Anne felt that the Request For Proposal should be done by September/October.

##### b. Residential Permit Parking Program (RPPP) Area Expansion

Anne updated the board on the latest proposal by Council Members Alex Taft and Emily Bentley to expand the Residential Permit Parking area to include the 300 block of Daly. She summarized the memo that she submitted to the City Council. Basically it states concerns she has about expanding the RPPP one block face at a time without consideration regarding the impact it will have on the adjacent streets and other residents. She advocates for a comprehensive look at the overall district and feels input is necessary from all the affected stakeholders i.e. University of Montana, Hellgate High School, etc.

##### c. International Parking Institute (IPI) Award of Excellence

Anne reviewed the Missoula Parking Commissions receipt of the IPI Award of Excellence for the new parking structure Park Place. She passed around the July issue of the Parking Professional magazine printed by IPI. Park Place is pictured on the cover which is a tremendous acknowledgement of the award.

## **2. Old Business –**

### **a. Downtown Master Plan.**

There was nothing new to report on the Downtown Master Plan. The Wayfinding project is on-going and will need to obtain funding in order to move forward.

## **Financial Statement**

Jim Galipeau of JCCS reviewed the June 2014 Financial Statement with the Board. Jim stated that the budget is still in good shape. He noted that ticket revenue is down, but meter revenue is up. On the expense side there has been a drop in the personnel expense line. Jim also noted that for the next meeting he would do a cash-flow analysis to determine what line item would support the Meter Modernization Project.

## **Director's Report**

### **1. Caras Park Outfall Stormwater Treatment Payout**

Anne reminded the Board about the support they gave to this project at the May Board meeting and shared with them the letter she wrote documenting the support.

### **2. Billings Panel**

Anne informed the Board that she had participated in an Expert Panel for the City of Billings and passed around the article from the Billings Gazette. The panel was one part of a comprehensive study that Kimley-Horn is conducting for Billings.

### **3. Mountain Line Fare Free**

Mountain Line has announced that it will be going fare free at the beginning of the New Year. Anne shared with the Board an article that stated the support from the Parking Commission.

**Next Meeting is scheduled for Thursday, September 4, 2014 (Jack Reidy Conference Room)**

## **Adjournment**

Respectfully submitted,

Mary Meyer  
Administrative Services Manager