

**BOARD OF PARKING COMMISSIONERS
MINUTES**

Regular Meeting:

Friday:

April 29, 2016:

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 8:00 o'clock a.m., Friday, April 29, 2016.

The Parking Commissioners present or absent were as follows:

Present: Chairperson Commissioner Mike Williams, Margie Bailly, Brian Hayer, Randy Thorson, Tracy Walvatne

Absent: None

Chairperson Commissioner Williams called the meeting to order.

Item 1: Approve Order of Agenda

Member Bailly moved the Order of Agenda be approved as presented. Second by Member Walvatne. All Members present voted aye and the motion was declared carried.

Item 2: Minutes: Regular Meeting of March 24, 2016

Member Walvatne moved the minutes of the March 24, 2016 Parking Commission meeting be approved. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

Item 3: LinkFM Detour/Road Construction & Project Update

a. 2nd Avenue North and Roberts Street

Planner Derrick LaPoint presented an update noting the recent change to the LinkFM route due to exiting and upcoming construction projects in the downtown area, which will be in place for the remainder of the 2016 construction season. Mr. LaPoint also referred to a notice in the packet regarding the June 1, 2016 closing of the 2nd Avenue North Lot as construction begins on the new parking ramp. He stated a construction/project update will be added as a regular item on the City Commission's meeting agendas. Mr. LaPoint also noted that the City will be issuing a Request for Proposals (RFP) for a public relations consultant to help facilitate communication to the public regarding upcoming projects and construction.

Item 4: Downtown Ice Rink Report

Derrick LaPoint presented the 2015-2016 outdoor ice rink attendance data collected by the Fargo Park District.

Director of Parks Dave Leker shared that of the 13 outdoor rinks throughout the City, the downtown rink had the fifth highest attendance overall for the season.

Item 5: 7th Street Parking Lot: APPROVED

Andy Renfrew, Interstate Parking, presented their proposal for an addendum to their existing agreement with the City, to take over the management of the parking lot located at 4th Avenue and 7th Street North. He stated that if approved, this would take effect on June 1, 2016.

Member Thorson moved to direct City Staff to finalize an addendum to the standing agreement with Interstate Parking Company for management services of the 7th Street Lot at a rate of \$23.40 per month per stall; and to set the rental rate in the 7th Street Lot at \$65.00 per stall per month. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

Item 6: Interstate Report/Financial Data

Andy Renfrew reviewed the March and April financial and operations reports.

Item 7: Updates

a. Downtown Comprehensive Plan –

Derrick LaPoint provided an update on the RFP the City issued last December, for a consulting team to lead a downtown planning effort to create a 20-year city center comprehensive plan. He stated the selection committee has chosen Interface Studio Associates from the 18 proposals received, and staff will be seeking City Commission approval at the May 9, 2016 meeting.

b. On-Street Parking Data Collection –

Derrick LaPoint noted that staff collected on-street parking data for the second time yesterday, April 28, and will have that information available to the Board in the next few months.

Item 8: Other Issues or Public Comments

City Auditor Steve Sprague informed the Board that beginning June 1, 2016 the company Block by Block, under the management of the Downtown Community Partnership (DCP) and Business Improvement District (BID), will provide downtown cleaning crews available around the clock.

The time at adjournment was 8:52 a.m.