

**BOARD OF PARKING COMMISSIONERS  
MINUTES**

**Regular Meeting:**

**Friday:**

**July 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, July 29, 2016.

The Parking Commissioners present or absent were as follows:

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

Also Present: Commissioner Dave Piepkorn (City Commission Liaison)

Absent: Randy Thorson

Chairperson Commissioner Williams called the meeting to order.

**Item 1: Approve Order of Agenda**

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

**Item 2: Minutes: Regular Meeting of June 24, 2016**

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

**Item 3: Roberts Ramp Project**

Planner Derrick LaPoint updated the Board on the status of this project. He referred to a report included in the packet noting a couple of issues that have arisen in the past few weeks. Mr. LaPoint addressed these items explaining staff is conducting an analysis on contaminated soil that was found after the removal of an old tank from the property, and he noted the proposed entrance to the ramp would exceed the City ordinance requirement of 40 feet.

Project Manager Mike Zimney, Kilbourne group, addressed the entrance issue and reported that they have been able to adjust the entrance down from 40 feet to approximately 38 feet to comply with code restrictions.

The Board further discussed the plans for bicycle parking in the ramp, and reiterated the importance of the City providing communication to the public as the various projects progress in the downtown area.

**Item 4: LinkFM Ridership**

Derrick LaPoint presented the data report noting the significant increase in ridership during the month of July due to the Downtown Street Fair, TEDxFargo, and downtown projects.

**Item 5: Interstate Report/Financial Data**

Andy Renfrew, Interstate Parking (IP), reviewed the June and July financial and operations reports, and updated the Board on additional changes staff has made to help accommodate downtown parkers during the continued construction projects.

**Item 6: Radisson Parking Agreement**

Derrick LaPoint presented a draft of the parking agreement Jim Gilmour and City Attorney Erik Johnson have been working on with the Fargo Radisson Hotel. Mr. LaPoint noted a change in the agreement since the June Parking Commission meeting, and explained the change in the contracted period from 5 years to a 20-year term length.

**Item 7: On-Street Data Collection**

Derrick LaPoint referred to a map included in the packet that highlighted the downtown parking areas that have been converted from 90-minute parking to 4-hour parking. He stated every Thursday staff collects the parking data which will be entered in concise format, to present to the Board at the August meeting.

Additional items discussed by the Board:

1. Derrick LaPoint noted the Civic Parking Lot recently lost an additional 40 parking spaces due to the construction of the floodwall on the east side of the lot. He stated staff continues to explore alternative options to accommodate parking for the public, library patrons, and employees.
2. Mr. LaPoint shared staff is working on updating signage and information to the public regarding bicycle lockers that are available in the 2nd Avenue South Parking Lot.

**Item 8: Other Issues or Public Comments**

No other issues or public comments were discussed.

The time at adjournment was 8:53 a.m.