

**BOARD OF PARKING COMMISSIONERS
MINUTES**

Regular Meeting:

Friday:

November 18, 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 9:30 o'clock a.m., Friday, November 18, 2016.

The Parking Commissioners present or absent were as follows:

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

Also Present: Commissioner Dave Piepkorn (City Commission Liaison)

Absent: None

Chairperson 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 October 28, 2016

Member Walvatne moved the minutes of the October 28, 2016 Parking Commission meeting be approved. Second by Member Hayer. All Members present voted aye and the motion was declared carried.

Item 3: Interstate Report/Financial Data

This item was presented after item 4.

Andy Renfrew, Interstate Parking (IP), presented the October financial and operations report. Mr. Renfrew also reported, in agreement with the Fargo Police Department, IP now has the authority to tow illegally-parked vehicles in the downtown area when warranted.

a) 2017 Parking Rates: APPROVED AS AMENDED

Mr. Renfrew presented a revised Parking Rate Schedule for 2017. He reported, consequent to Board direction at the October meeting, staff researched parking rates in peer cities for comparison. Mr. Renfrew stated rate adjustments were made after taking into consideration the individual parking facility, location, demand, and the cost of maintenance. Mr. Renfrew requested approval from the Board to present the updated 2017 Parking Rate proposal before the City Commission.

Jane Wilberding, Transportation Planner with Sam Schwartz Transportation Consultants, shared her observations during her visit this past week with staff regarding the parking analysis portion of the Fargo Downtown Master Plan. Ms. Wilberding concurred with the importance of a rate disparity based on parking demand, and to keep rates workable with the public in order to provide a range of options for public and employee parking downtown.

The Board further discussed changes in parking demand as future downtown development evolves; determination of yearly parking rate increases based on the demand and type of parking site; providing the public with a range of parking options and costs to keep it affordable for all; and the alternative transportation options the City currently offers for downtown visitors and employees.

Member Hayer moved to approve the rates for 2017 as proposed. Second by Member Bailly.

Board discussion continued regarding the 7th Street Parking Lot and providing a lower monthly parking rate at this parking site for 2017.

Member Walvatne moved to amend the existing motion and recommend approval of the proposed 2017 Parking Rate increases, with the exception of the 7th Street Lot rates to be reduced from the proposed \$65.00 to \$40.00 per month. Second by Member Bailly. Members Walvatne, Bailly, Hayer, and Williams voted aye. Member Thorson voted nay. The motion was declared carried.

Item 4: On-Street Parking Data

This item was presented before item 3.

Planner Derrick LaPoint reviewed the parking data staff collected this past April and October. He referenced the detailed maps included in the packet of the downtown core area used for this data.

The Board further discussed how valuable this data is to help keep abreast of future parking needs and changes, requesting staff provide this information on the City's website; add a separate data collection report to show the numbers for on-street night parking; and add area landmarks to the data maps for easier location.

Item 5: Roberts Ramp – RoCo Update

Derrick LaPoint updated the Board on the construction status of the Roberts Street Parking Ramp.

Project Manager Deb Wendel-Daub, Kilbourne Group, presented a proposal for a perforated panel to be placed above the entrance to the Roberts Garage. She explained the idea of adding a design or art on the panel, and shared two designs from her design team for the Board's review.

The Board discussed the design ideas, and other design options they would like Kilbourne Group to explore.

Member Walvatne moved to send the presented designs back to discover more images and messages to be placed on this panel. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

Additional Items Discussed:

1. Change Order for Roberts Commons Parking Facility

Planning Director Jim Gilmour submitted to the Board a Memo that will be presented for approval at the November 21, 2016 City Commission meeting. Mr. Gilmour stated the change order is for additional costs for removal of debris from this site, that exceeded the projected amount stated in the agreement between DFI Roberts, LLC and the City of Fargo.

2. 2017 Parking Commission Meeting Day and Time

Office Manager Albert Gibson shared information regarding a possible change of day and time for Parking Commission meetings to the last Thursday of the month, beginning at 9:00 a.m., instead of the last Friday of the month beginning at 8:00 a.m.

All Board Members were in favor of this change, and a 2017 calendar will be provided for review at the next Parking Commission meeting.

The time at adjournment was 10:42 a.m.