

JOURNAL OF CITY COMMISSION WORK SESSION
April 2, 2019

City Commission Work Session
Civic Center, Gibson Room 212

Mayor Kelly presiding

CALL TO ORDER: 5:30 p.m.

CITY COMMISSION MEMBERS PRESENT: Bob Kelly, Bill Bronson, Tracy Houck, Owen Robinson, and Mary Sheehy Moe.

STAFF PRESENT: City Manager Greg Doyon and Deputy City Manager Chuck Anderson; City Attorney Sara Sexe; Planning and Community Development Director Craig Raymond; and, Deputy City Clerk Darcy Dea.

PUBLIC COMMENT – None

1. NEIGHBORHOOD COUNCIL UPDATE – COUNCIL #8.

Steven Grout, Council 8 Official Delegate, reported that the council's northern boundary is the Missouri River, the southern boundary is Central Avenue, the eastern boundary is 36th Street and north to the Missouri River, the western boundary is 12th Street north from Central Avenue to 7th Avenue North, then east to 15th Street North, and then north to the Missouri River.

Delegate Grout reported that traffic on First and Second Avenues North continue to be a safety issue; however, there is a lack of momentum from the neighborhood to address the issue. Delegate Grout expressed appreciation to the Public Works Street Department for their efforts with regard to snow removal, as well as to the Sanitation Department for their continued service throughout the winter. Delegate Grout expressed appreciation to the Fire Department for speaking at a NC 8 meeting. Having the Police Department attend NC meetings is valuable; however, officers have been unable to attend recently due to lack of personnel.

The number one complaint of NC 8 is abandoned vehicles, and a Public Service Announcement (PSA) would be an effective way to remind citizens about abandoned vehicle laws, as well as to shovel their sidewalks in the winter.

The alleys on the north side are in terrible condition from the winter, and Delegate Grout requested that they be looked at by the City.

Delegate Grout expressed appreciation to the Commission for allowing Neighborhood Councils to present at work sessions.

Delegate Grout inquired about the plans for the square block formerly known as the Natatorium. Manager Doyon responded that the building will be demolished, and the property will be turned into a park.

Commissioner Moe received clarification that the Police Department is currently working on making accessing police information available to neighborhoods.

The council's regular meetings are held the third Thursday of each month at 6:00 p.m. in the Women's Annex of the Great Falls Transition Center.

2. DOWNTOWN PARKING PROGRAM.

Planning and Community Development Director Craig Raymond reviewed and discussed the attached PowerPoint presentation covering the Parking Advisory Commission's (PAC) mission statement, maintenance needs, energy/safety improvements and recommendations, and anticipated revenue increases and comparison.

Commissioner Moe received clarification that DDP is the Downtown Development Partnership.

Commissioner Houck inquired if extending the hours for parking garages has been considered. Director Raymond responded that extending the hours will continue to be analyzed; however, increasing hours of operation, would also increase personnel costs.

Commissioner Bronson received clarification that the 3% attrition rate for on street parking meters is an industry standard, and that there is no established time line for increasing parking garage fees since there was an increase recently.

Commissioner Robinson expressed support of extending parking garage hours, as well as increasing parking meters to three hours instead of two.

Dane Lyon with SP Plus recommended using a lower level parking meter in the high demand areas to ensure turnover.

Jeff Patterson with SP Plus commented that parking garages could be utilized for transient parking of three hours or more, and noted that there is a huge opportunity for the south garage to be marked as transient parking.

Commissioner Moe recommended that the parking garages not be referred to as "transient" parking. Referring to parking lots, Commissioner Moe commented that having wayfinding and signage would be helpful. The PAC has made a dedicated effort coming up with a great proposal. Commissioner Moe expressed concern with regard to cobbling parking meters, and commented that the parking garages need to be attractive, functional, and a place where citizens want to park.

Mayor Kelly expressed appreciation to Director Raymond's efforts with regard to the PAC, as well as the input from the downtown merchants.

Referring to the PowerPoint slide, Mayor Kelly received clarification that the lighting system is currently under contract, and that the camera system is not. Mayor Kelly commented that abandoned vehicles is a huge issue in the community, and requested staff to consider an incentive as a deterrent for citizens who continue to abuse the system.

Commissioner Houck received clarification that pedlets utilized approximately six to eight parking spots based on last year.

The Commission encouraged Director Raymond to proceed with a Fee Resolution.

DISCUSSION OF POTENTIAL UPCOMING WORK SESSION TOPICS

City Manager Greg Doyon reported that topics for the April 16th work session will consist of Citizens for Clean Energy, a Walkability Study, and 3rd Quarter 2019 Budget Review. The development review process will be tentatively scheduled for the May 21st work session.

ADJOURN

There being no further discussion, Mayor Kelly adjourned the informal work session of April 2, 2019 at 6:30 p.m.

Downtown Parking Program

Parking Advisory Commission
Recommendations
April 2, 2019



PAC Mission Statement

The Downtown Parking Program exists to support and enhance a unique blend of businesses, local shops, restaurants, entertainment venues and special events. The program is committed to enhancing the downtown experience for customers, residents and other stakeholders. Parking and transportation planning, policies and programs will effectively support the community's strategic goals and objectives

PAC Review

- ▶ Last update to City Commission– December 2018
- ▶ Focus
 - Budget
 - Deferred Maintenance Priorities
 - Energy Savings and Safety Improvements
 - Lighting project is under contract. Surveillance system next.
 - Day to Day Operations

PAC Review

- ▶ Strengths
 - Variety of existing facilities
 - Convenient locations
 - Good parking payment app
 - Fair and consistent enforcement
 - No debt
 - Program longevity

PAC Review

- ▶ Weaknesses
 - Lack of consistent marketing/education
 - Signage, branding and wayfinding
 - Honor boxes aren't user friendly
 - Negative perception of meters
 - Lack of revenue for maintenance
 - Condition of facilities
 - Negative perception of value
 - Antiquated meters/other equipment

PAC Review– Maintenance Needs



PAC Review– Maintenance Needs



PAC Review– Maintenance Needs



PAC Review– Maintenance Needs



PAC Review–Energy/Safety Improvements

- ▶ Replace lighting with new energy efficient LED lighting system will provide substantial energy cost savings (est. \$17,000 annually)
- ▶ Effective lighting increases safety/security, acts as a deterrent
- ▶ New camera/surveillance system
 - Acts as crime deterrent
 - Aides in prosecution for criminal activity.
 - Vandalism
 - Theft
 - Drug activity

PAC Review

- ▶ Immediate Improvement Costs
 - Camera System \$67,000
 - Lighting System \$265,000
 - Garage Controls \$92,000
 - General Maintenance \$437,000
 - Total \$861,000

PAC Review

- ▶ **Financing Recommendation**
- ▶ **TIF Funds– \$470,000** (Contingent on DDP & Commission approval)
- ▶ **Reserve Outlay– Commit as necessary** (Fund balance is approximately \$419,000)
- ▶ **Total Current Project Outlay** (depending on design and bid results) **\$861,000**

PAC Review

- ▶ All Things Considered:
 - Detailed analysis of the expense budget
 - Bringing Parking Program enforcement in-house as opposed to hiring professional operator
 - Split budgeting between on-street vs off-street divisions and functions
 - Liquidate Assets
 - Privatize entire program

PAC Review– Recommendations

- ▶ On Street Meters: ~~\$.50/hr~~ **1.00/hr**
- ▶ Elimination of annual courtesy ticket. Replace with one per lifetime per license plate courtesy ticket
- ▶ Fine Structure: After one courtesy ticket, fines escalate as follows:
 - \$5
 - \$10
 - \$20

PAC Review– Recommendations Anticipated Revenue Increases

- ▶ On Street Meters: \$1.00/hr.–\$219,743
 - Assuming a 3% attrition
- ▶ Elimination Courtesy Ticket–\$38,702
 - Assuming level ticket issuance & collection rate
- ▶ Fine Structure: \$1,535
 - Assuming level ticket issuance

PAC Review– Comparison

- ▶ Missoula
 - Meter rates incrementally increase as time accumulates
 - From \$.50/hr to \$18.50 for 8 hours
 - Surface Lots from \$35/mo to \$65/mo
 - Garages between \$75/mo and \$85/mo

PAC Review- Comparison

▶ Billings

- Meter rates \$.75/hr. for first 2 hours old meters, \$1.00/hr. new "smart meters"
- Garages between \$28.75/mo. Roof space, covered \$57.50/mo., assigned space \$115.00/mo.
- Fines:
 - 1st = Courtesy warning
 - 2nd = \$10
 - 3rd = \$20
 - 4th and subsequent = \$40 ea.

PAC Review- Comparison

▶ Helena

- Meter rates:
 - Some Free zones to \$.50/hr.
- Garages between \$63.00/mo. to \$73.00mo.
- Multi Lot lease \$80.00/mo.
- Surface Lots \$53.00/mo. to \$58.00
- Fines:
 - \$25.00 Time Violation

Questions?