

GREAT FALLS PARKING ADVISORY COMMISSION
Minutes of December 3, 2012

Members Present: Dave Campbell, Chuck Fulcher, Darren Brown

Members Absent: Phil Kiser

Staff Present: Wendy Thomas

Others Present: Dave Gagnon, Joan Redeen

Call to Order: The Parking Advisory Commission meeting was called to order by Chair Pro Tem Campbell at 3:00 p.m. in the Rainbow Room of the Civic Center.

Meeting Minutes: Mr. Campbell asked if there were any changes to the October 15, 2012 meeting minutes. Mr. Brown made a motion to approve the minutes and Mr. Fulcher seconded. All being in favor, the motion passed.

OLD BUSINESS

Capital Needs Assessment Update

Ms. Thomas stated that the exit signs for the north parking garage have been ordered and the signs are expected to arrive in mid-December. She requested new bids for the pigeon netting and is expecting that to be submitted before the end of the year. She reported that she is in negotiations with Desman Associates regarding their engineering fees as part of a contract to have the firm prioritize needed maintenance to the north parking garage, prepare a bid package and to also assist in the selection of a contractor.

New Parking Equipment Installation

Ms. Thomas reported that Digital Technology will be in town on December 10-12 to train Standard Parking staff and City staff on the use of the new parking payment machine.

NEW BUSINESS

Monthly Revenue Report (10/12 and 11/12)

There was discussion about the revenue reports.

City Commission Work Session Presentation

Ms. Thomas gave her City Commission presentation to the PAC. Members made suggestions on ways that she could improve the presentation. Ms. Thomas stated that she would include the Commission's suggested changes.

She asked that Parking Advisory Board members attend the work session. Their attendance would be greatly appreciated by her as well as the City Commission.

Equipment Bids

Ms. Thomas stated that she has asked Standard Parking to prepare a bid package to replace the failing parking equipment in the parking garages. She stated that the equipment in the North Parking Garage is in need of being replaced.

Christmas Parking Policy

Ms. Thomas asked the PAC for their thought on the dates for free metered parking during the Christmas holiday period.

MOTION: That the Free Meter Parking Holiday be in effect from December 17 – 24.

Made by: Mr. Fulcher

Second: Mr. Brown

VOTE: All being in favor, the motion passed.

There was no further new business.

PUBLIC COMMENT

There was no public comment. The PAC asked Ms. Thomas about responses to the request for proposals for graphic design work. Ms. Thomas stated that she is expecting a package from Wendt late in December. Mr. Brown suggested that Ms. Thomas contact Allegra to see if they would be interested in providing graphic design and printing services for the parking program.

ADJOURNMENT

There being no further business, the meeting adjourned.