

MISSOULA PARKING COMMISSION

Minutes

August 1, 2013

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those in attendance were Board members Theresa Cox, Matt Ellis, John Roemer, John Smith and Carol Williams. From the Parking Commission office was Anne Guest, Director, Mary Hanson, William Lake, Duane Larson, Matthew Moore, Cotey Newell, and Mary Ann Skrnich. Also in attendance were Jim Galipeau of JCCS; Jim Dayton, downtown worker, Melanie Brock, Missoula Downtown Association/B.I.D. and Ryan Manion and Ryan Bonardi of CALE America, Inc.

Call to Order – Theresa Cox

Theresa welcomed all in attendance

Adjustment to the Agenda - None

Approval of Minutes of the July Board meeting held 7-11-13

The board approved the Minutes of the Board meeting held on 7-11-13.

Presentations – CALE multi-space meter

Scalability and adaptability is what CALE offers. CALE can take 20 year old CALE meters and replace the internal controls and use the same meter box again. Pay by license plate is where all parking is headed. Payment options offer increased purchasing power. EMV- Euro dollar Mastercard/VISA is in Europe and the future form of payment for the United States as the way to pay for purchases. The CALE machines allow for a progressive rate structure and are merchant friendly. There is a flat rate for back office, resulting in low on-going costs. They are PCI compliant and offer wireless communication. Advertising on the screen is a feature that can be utilized. CALE offers a help desk 24/7.

John Roemer asked questions on the battery and closest distribution for parts. There is a warehouse in Oakland and a distribution center in Tampa, Florida. Anne is planning to request Dennis Burns to author a Request for Proposal for this purchase. It was suggested to ask the advisory committee to assist with the review of the top companies that submit for the RFP. Anne would like to have this project completed by the end of 2014.

Action Items

- A. **Maintenance Agreement/MPC & FIB re: Bank Street Structure** – John Smith reported that he spoke with Dave Chisholm yesterday. What is the liability for the old foundation? Dave is going to provide the First Interstate Bank engineers the information he has received. John and Dave did agree that an Exhibit B needs to be a visual picture.

Non-action Items

New Business - None

Old Business

- A. **Downtown Master Plan Update – Matt Ellis**

Matt reported that they did not meet this month.

He did share that a consultant was hired for the master plan update and viability of the bridges, in particular Madison and Higgins bridges. There is a proposal for a new restaurant and tavern on Main Street. The whole lease parking lot will be displaced.

Director's Report

Financial Statement – June, 2013

Jim reported this is the earliest they have ever prepared a June statement. It is preliminary. There are numerous year end entries to be made from City Finance. Jim commented that the YTD variance is positive \$67 K at this time. Meter revenues are up and expenses are in alignment with budget at this time. There is the prepayment of leases that will reduce income, but the accrual from the previous fiscal year should cover most of that. This statement presents a debt ratio of 1.71. Jim also commented on salary costs show a lean operation and the efficiency of the staff. When the July statement is available a review of the budget is suggested.

Next Meeting Date

September 5, 2013 in the Jack Reidy Conference Room at noon.

Other Business –

International Parking Institute - Anne attended the regional IPI conference in Eugene, Oregon. Her presentation went well. Anne met Ryan from CALE there and that resulted in the presentation today.

Adjournment at 2:00 pm

Respectfully submitted,

Mary Hanson