

MISSOULA PARK COMMISSION

Minutes
July 9, 2015

A Board of Directors' meeting was held in the Jack Reidy Conference Room, 140 W. Pine at noon. Those attending the meeting were Board members Matt Ellis, John Roemer and John Smith. From the Parking Commission office was Anne Guest, Director. Also in attendance was Carl Horton, Director of the City IT Department and Jim Galipeau, JCCS.

Call to Order – John Smith

Introductions and Welcome to those in attendance

Public Comments and Announcements

None

Adjustments to the Agenda

None

Approval of Minutes

The Minutes of the June Board Meeting held 6-11-15 were approved unanimously.

Presentations - None

Action Items

Meter Modernization Project

Carl Horton began by telling the Board members that the Missoula Parking Commission Master Sales Agreement (“Agreement”) has been reviewed by the City Attorney’s Office, bond counsel, City Finance Department, John Smith (Board member) and then back to T2 for their review as well. We are very close to a final draft. There is an additional software/enforcement agreement that will be negotiated separately. Fortunately this Flex Agreement will not be as complicated.

Carl reviewed the items that were issues from our side including insurance of the two shipments of meters, jurisdiction of possible litigation, extend price to other Montana entities, etc.

He also addressed the financing of the meter project. It is necessary to secure funding at the same time for the entire project including the Flex software, warranties, etc.

The Board inquired about a public process on the rate increase. The Board will approve a rate schedule at the next Board meeting and then move forward with an Open House to explain the rates. The Board members also would like to look to the future once the meters are implemented and review operational revenues, outstanding liabilities i.e. revenue bonds and potential reserve for future projects.

Non-Action Items

A. New Business - None

B. Old Business - None

Financial Statement – May, 2015

Jim Galipeau of JCCS presented the May financial statement to the board. He highlighted a TDM item that was doubled up in the month due to an oversight by Missoula In Motion. Expenses are within the budget expectations. Ticket revenue is down but Lease revenue is up mainly due to the continued interest in Park Place leases. Soon we will be able to look at the end of FY15 financials and get the year-end figures and comparisons.

Director's Report

A. General items of interest

Anne Guest reported that she has just returned from the International Parking Institute (IPI) annual conference and the Missoula Parking Commission received an award for being one of the first five entities in the United States to receive the Accredited Parking Organization (APO) status. It recognizes that the Parking Commission has met “nationally and internationally endorsed standards for professionalism, accountability, creativity, responsibility and performance.” IPI introduced the program at this conference and it received a lot of positive attention. This designation is valid for 3 years – until 2018 – and our parking program should be evaluated again to maintain this distinction.

B. Next Meeting is scheduled for Thursday, August 6, 2015 (Jack Reidy Conference Room)

Adjournment

Respectfully submitted,

Anne Guest
Director