



PARKING ADVISORY BOARD

MINUTES

OCTOBER 6, 2020

8:00 a.m. – 10:00 a.m.

SECOND FLOOR

CSAC – COUNCIL CHAMBERS

Members present by roll call: Shawna Retka, Domico Rodriguez, Mark Bachman, Casey Peterson and Erin Krueger

Absent: Frank Morrison, Michelle Carr

Also present: City Attorney Joel Landeen, Finance Director Pauline Sumption, Lt. Cathy Bock, Sgt. Darren Soucy, Mayor's Committee Liaison Sammi Kenzy, and Administrative Secretary, Robin Garner

Meeting began at 8:04 a.m.

Motion was made and seconded to approve the minutes from the previous meeting held on July 7, 2020. Motion carried

Motion was made and seconded to adopt the agenda as presented. Motion carried.

INTRODUCTION OF NEW MEMBERS TO THE BOARD: Domico Rodriguez is the Executive Director of Main Street Square and Shawna Retka is an employee of US Bank downtown Rapid City.

UPDATE ON PARKING CHANGES SINCE LAST MEETING-Cathy Bock

Parking has been running pretty smoothly so there have been a few more things launched since the last meeting. Collections has now been implemented and is going fairly well, although they are tweaking some things such as the generic look of the letters as some people did not know what they were for. Lt. Bock said there was not much response back with our letters, but it seems people are responding to the collection letters.

There are five leased lots, most of which have been transferred to plate based permits, with only the upper level of the parking ramp left to transfer over. This should be completed by November 15th and everyone should then be on plate based permits. To transfer a lot to plate based, the lot is opened up for a month giving people time to register their plate (and a secondary vehicle plate), then once the lot is converted, people are given warnings for one week before they are ticketed as the hanging permits are no longer valid. Lt. Bock explained that plate based permits allow the equipment to identify if a vehicle is in the correct zone or in the correct lot and if it is not then that vehicle comes up as ticketable.

The Alex Johnson did get the gate installed on the top floor of the parking ramp which she believes is working well for their valet.

The Street Department completed repainting all of the lines for the handicap spots downtown this summer.

The Cruiser Car Show went well this year as they utilized the meters this year to communicate to people not to park during specific hours for the car show event and only had to move five cars this year compared to a dozen last year.

MAYOR'S REQUEST FOR PARKING EXEMPTIONS FOR SERVICE-CONNECTED DISABLED VETERANS (Request was brought forward by Senator Thune's Office and the Disabled American Veterans Office)

The request is for free parking at the meters for people with disabled veteran plates. The memo sent to the committee by Mayor Allender indicates there are roughly 640 service-connected disabled veterans who have disabled veteran license plates in Pennington County. The memo also listed the criteria before a person can receive a disabled veteran plate. Finance Director Pauline Sumption spoke on behalf of staff who are not in favor of this change. She explained that this request has come up multiple times before and the City has repeatedly told them no because all of our meters are now handicap accessible and there is also two hour parking that is offered where they can park as long as they want without having to move their vehicle. Sumption would like the Mayor to present his side to the committee as he already knows the position Lt. Bock and Sumption have on this. Sumption said it is difficult to determine where do you start and when do you stop, if you do it for the disabled veterans then shouldn't it just be done for all of the handicap plates or what about the regular veterans, and what parameters do you use? She feels this would open a can of worms. Lt. Bock said she has spoken with parking enforcement staff to see if they could handle this change and they said they would be able to work around it because handicap plates still come up as ticketable if they are in violation in the 2 hour parking and they just ignore those already, so they would just ignore these. The handicap placard hang tags are the ones that take a lot of time since parking enforcement has to get out of their vehicle and go to the front of the parked vehicle and see they have a hang tag and if they are not ticketable then they have to get back in their vehicle and drive. Lt. Bock also added that one of the reasons they went to charging for handicap parking is because there was a lot of abuse when handicap parking was free especially with employees parking in them all day long, which is supposed to be customer parking. Lt. Bock said since the change to charging for parking they have worked with some handicap employees that work in the downtown core and have found them leased parking close to where they work. Federal laws prohibit us from stating that certain handicap spots are van access only. The law states the City has to have a certain number of handicap spaces and so many of those spaces have to be van accessible. Bachman asked if we have a copy of Senator Thune's request. Sumption said she believes the Mayor has been having phone calls with Thune's office. She went on to say that the DAV's office and Veteran's Administration Office did not like the no answer received from Lt. Bock and Sumption and is assuming that is why they went to Thune's office to try to get some pull that way. Krueger asked if staff has checked with other communities in South Dakota that have a similar system downtown to see if they are doing free parking for disabled veterans. Lt. Bock said she is not for sure but said she thinks most places do not charge for handicap parking from the feedback she has heard since we began charging. Lt. Bock added that other communities are probably not charging for the same reason we were not charging previously, because the meters are not handicap accessible and the way to get around making them ADA accessible, is you do not charge for parking. She gave an example of Denver who would have had to spend millions to replace the handicap meters so they just did free parking for handicap people and then they don't have to be compliant. Lt. Bock also reiterated that parking enforcement does not issue a ticket on the first offense in handicap parking as the technology can tell if there has been a ticketed issued before and if they have never been issued a ticket, they are given a warning telling them that they need to pay the meter. Krueger's initial thought is it would be hard to limit it to such a specific party and believes all disabled parties should be awarded the same. Bachman asked for revenue numbers that disabled parties bring to the parking fund. Sumption said she

does not believe we have any way of determining that unless they parked in the handicap spots. Lt. Bock said it might take some work but every handicap meter is identified by an H in front of the meter number so she may be able to narrow the revenue down to that. Previously they could park at any meter and not have to pay the meter and in 2 hour parking you currently do not have to be in a handicap space to park, the handicap placard just must be visible. She said there are reports for the meters identifying occupancy, length of time a vehicle has been there and what percentage of vehicles have been there. Lt. Bock will put together a sample of reports on handicap meter revenue only and how often handicap spaces are occupied for the January 2021 meeting.

A motion was made and seconded to continue this item to the January 2021 meeting. Motion carried.

MAIN STREET SQUARE PRESENTATION ON PROPOSAL TO PUT ELECTRIC CHARGING STATIONS IN THE PARKING RAMP

Rodriguez provided a copy of the proposal in which Main Street Square is requesting an MOU with the City for 3 parking spaces on the first floor of the parking garage to place two level 2 and one level 3 EV chargers for vehicles visiting the downtown area. Main Street Square (MSS) and Destination Rapid City (DRC) would pay for these spots monthly as part of their current leased parking spaces. He gave an overview of the scope of the project, explaining that MSS/DRC would secure the funding for the installation of the chargers and work with local electricians to ensure the proper power needs are met for the install of the EV chargers. He gave examples of some types of grants that are available and other potential avenues for funding. Rodriguez explained that the chargers have meters on them and MSS/DRC would assume financial responsibility for the electricity/power usage with the goal to keep the cost affordable to the consumer to ensure use. The persons parking there would be paying for the charging of the vehicle. He said the location chosen would allow for expansion and they would run electricity from the big electrical boxes that are currently nearby to the three spaces. Rodriguez said they have already secured quotes for the electricians as well as the installation of the chargers, so the next step would be to apply for grants to help pay for the project. He also provided a letter of support from the Rapid City Sustainability Committee and mentioned that all downtown businesses that he has spoken with are in support of the project. Bachman asked if three spaces is enough. Rodriguez is not sure, but because it is their funding and their project this is where they would like to start knowing that there is an opportunity for growth and adding that there are some other private entities that are looking to add EV Charging as well. Lt. Bock asked how they will monitor if someone is just parked there all day. Rodriguez explained that the owner of the vehicle will get a notification via their phone when their car is charged and if they are still hooked up to the charging station for an extended period of time, they get charged additional power usage; therefore propelling them to want to move. He said there are different factors that they can use to overcharge after a certain period of time to ensure it is not abused. Bachman asked how long the MOU or pilot program will be and what happens if they find the spots are not being used. Rodriguez said whether or not the spaces are used does not affect the City as they would be receiving the monthly lease rate from Main Street Square and the length of the MOU for the three spots are all details that can be negotiated. It is a good location to begin as there are no meters to remove since there are pay stations in the parking garage. Sumption said if the committee is in support of the proposal, then they can start working with staff to figure out the terms of the agreement and then go to City Council once an MOU is drafted. City Attorney Joel Landeen added that one of the purposes of the Parking Advisory Board is to make recommendations to the City Council regarding parking and believes the Council is going to be interested in knowing what this committee supports before they make a decision on what to do.

Peterson made a motion for recommendation to the City Council in support of this item. Morrison seconded. Motion carried.

PUBLIC COMMENT None

ITEMS FROM BOARD MEMBERS

Bachman brought forward a situation that occurred yesterday at 11:30 a.m. in which a person from one of the upstairs apartments was downstairs requesting cars to be moved in six spots. The gentleman also went into the restaurant and asked people to move their cars in front of their store and he had permit. Lt. Bock said that if a business is bringing in a large piece of equipment such as a crane, they would secure the whole block for the entire day so people cannot park there but they do have to pay for that permit so it is not free. Sumption added that they do not guarantee a specific parking space in a block just a space within that block face for those permits also, but it is an all-day permit. Eric Mack issues those temporary daily construction permits and Lt. Bock will visit with Eric about putting some timeline parameters on these permits.

Rodriguez had downtown business owners asking him to see if there is a possibility to expand the free parking during the month of December to promote downtown shopping. Businesses would like to see Black Friday and the first two Saturdays of December. Lt. Bock said that Saturdays are already currently half price and has a fear of offering free parking listing several reasons, but would be more in support of a reduced price especially since the two hour parking and lease lots are free on Saturday. Sumption said she would like to see how this year goes with the half price parking on Saturdays before making any changes. Lt. Bock and Sumption will discuss some ideas on reduced pricing. Sumption pulled data from July 2019 to today and the numbers show \$750,000 brought in already on the meters (not taking all of the other costs into account); so with the cost of the meters being approximately \$713,000, we have already paid for the cost of the actual meters already which the City was looking at a projected 5-year pay-back period. Lt. Bock said revenues are right on target for what was projected over five years even with the pandemic and a lot of free parking.

Sumption will provide a financial statement at the next meeting in January.

SET DATE AND TIME OF NEXT MEETING the next meeting date will be Tuesday, January 12, 2021 at 8:00 a.m. Rodriguez moved to approve second by Bachman

The meeting ended at 8:58 a.m.