Members present by roll call: Casey Peterson, Mark Bachman and Domico Rodriguez

Absent: Erin Krueger

Staff present: Vicki Fisher, Pauline Sumption, Anna Gilligan, and Rebel VanLoh

No quorum present. No action taken.

Meeting began at 8:03 a.m.

Membership Discussion – Vicki Fisher
Fisher reviewed the status of current members on the Parking Advisory Board noting there are currently three vacancies and the terms of the four remaining members, Casey Peterson, Mark Bachman, Domico Rodriguez and Erin Krueger will expire on July 1, 2022. Fisher asked for each of the four members to consider being reappointed to the board and asked if they would also consider reaching out to other members of the community to fill the vacancies. Peterson, Bachman and Rodriguez all confirmed that they would like to be reappointed and requested Fisher reach out to Erin Krueger. Fisher stated the Mayor’s office will be informed of their decision and verified that the Mayor’s office has posted the Citizen Interest Applications for the vacancies on the board.

Update on Appeals – Vicki Fisher
Fisher stated that because of the amount of time it has been since the last meeting and because there wasn’t a quorum, the three Appeals have been excused in the total sum of $55.00. Peterson stated that he agreed with the decision to waive these fees.

Update from Finance Office – Pauline Sumption
Sumption reviewed the financial reports and stated in brief that the majority of revenue is coming from parking meters and street parking and that the gross revenue was around $1.6 million for 2021 and expenditures around $665,000.00, with the majority of expenditures from professional services such as the ISP software, and most of the rest going to salaries and benefits of the Parking Enforcement Officers and Parking Operations Manager. Sumption stated there would be adjustments made at the end of the year for accrual basis accounting as per the GAAP regulations and GASB reporting. Sumption noted that she is pleased with the how the division is operating with Anna Gilligan as the division manager. Further discussion was had regarding budget items, interest revenue and the need for a plan to make improvements to the parking structure.

Introduction of Anna Gilligan, Parking Operations Manager
Fisher made an introduction of Anna Gilligan as the new Parking Operations Manager and gave a brief background on Anna’s history with the City. Gilligan introduced herself and gave a short summary on some of the things she was able to participate in at the International Parking and Mobility Institute Conference she recently attended in Tampa, FL. Gilligan stated that after everything she learned at the
conference she is confident that Rapid City is headed in a positive direction with a very advanced parking program. Rodriguez thanked Gilligan for her work so far in the division and agreed with her positive comments regarding the parking program, noting the fantastic job the Parking Enforcement Officers have been doing. Fisher added there was a discussion with the Rapid City Police Department about the need of using Parking Enforcement Officers outside of downtown for additional parking issues. Fisher added she will be asking for a 4th Parking Enforcement Officer for 2023. Peterson asked what the discussion with the Police Department was regarding. Fisher verified what the situation is in relation to a coffee shop on Mt Rushmore Road. Rodriguez asked if there is going to be an effort to create a strategic plan for the future of the Parking Enforcement Division and parking in the downtown area. Fisher responded stating that Gilligan and the other division managers in the Department of Community Development are all currently tasked with creating a strategic plan for the future of each division. Fisher noted that as our City grows and the downtown area continues to become more vibrant there will be a definite need to work on creating a plan together with citizens from the community to determine how that growth will look in the future.

Sammi Kenzy, Liaison of the former Mayor’s Committee for People with Disabilities, stated there has been a change in name for the committee and it is now called the Disability Awareness and Accessibility Committee. Kenzy spoke regarding the All Ability Skate Day that is being put on by the committee Saturday, January 29th from 12 p.m. – 4 p.m. at Main Street Square. She noted that she has spoken with the Parking Enforcement Division about free parking to those who display ADA parking lanyards in their car or have a license plate designation. She also said the committee will be promoting the All Ability Skate Day in the media. Fisher confirmed that free parking for the event participants has been approved for that day and also spoke regarding ADA lanyards and license plates and suggested getting special colored parking passes that would signify participation in the event. Fisher confirmed that the free parking would be available for the event participants for the entire afternoon. Peterson asked if a loading zone in Main Street Square can be utilized for people to drop off and pickup participants. Rodriguez responded and confirmed that the loading zone in the pedestrian alley can be made accessible by Main Street Square. Fisher and Peterson thanked Kenzy for her efforts in putting together a great event. Peterson stated the Parking Advisory Board would be supportive in any way they can to help with such events.

**Set date and time of next meeting:** The next meeting date will be Tuesday, April 5, 2022 at 8:00 a.m. (1st Tuesday of every quarter at 8:00 a.m.)

The meeting ended at 8:36 a.m.