

BISMARCK MUNICIPAL PARKING AUTHORITY
MEETING MINUTES
JANUARY 11, 2024

The Bismarck Municipal Parking Authority met in regular session on the above date at 9:00 A.M. in the Tom Baker Room, Bismarck, North Dakota. Chairman Jim Christianson presiding.

Members present: Jim Christianson, Josh Keller, Todd Kovash
and Jake Axtman

Members absent: Kyle Holwagner

Staff Members: Jeremy Petron, Sue Schaff, Dennis Torgerson
Corey Voegele, Isak Johnson

Others present: Commissioner Mike Connelly, Janelle Combs, Kate Herzog

MINUTES

Chairman Jim Christianson called for consideration of the minutes of the December 14, 2023 meeting.

MOTION: A motion was made by Josh Keller, seconded by Jake Axtman and unanimously approved by all members present that the minutes of the December 14, 2023 meeting be approved.

REVIEW OF FINANCIAL STATEMENTS

MOTION: A motion was made by Todd Kovash, seconded by Jake Axtman with a roll call vote, Josh-aye, Todd-aye, Jake-aye, and Jim-aye to approve the December financials.

PARKING AUTHORITY BOARD ELECTION OF OFFICERS

No action as there are no new board members.

REVIEW SECURITY PATROL SERVICES RFP BIDS

MOTION: A motion was made by Jake Axtman, seconded by Josh Keller, with a roll call vote, Josh-aye, Todd-ay, Jake-aye and Jim-aye to award Spartan Solutions the contract for security patrol.

CONTINUED DISCUSSION FOR PAY-BY-APP UPGRADES

Jeremy Petron reported that Park Mobile is the only company that would be compatible with our Amano equipment and software. The Board decided to do a survey of our current customers to get information on pay-by-apps and utilizing online payments.

UPDATE ON RAMPS PARKING “HOW TO” MARKETING VIDEO

Tabled until the next meeting.

REVIEW 2024 BUDGET AND PROPOSED CAPITAL PROJECTS.

MOTION: A motion was made by Josh Keller, seconded by Todd Kovash with a roll call vote, Josh-aye, Todd-aye, Jake-aye and Jim-aye to approve the 2024 Budget.

MOTION: A motion was made by Jake Axtman, seconded by Josh Keller with a roll call vote, Josh-aye, Todd-aye, Jake-aye and Jin-aye to allow management to purchase a pickup up to \$60,000.

Jeremy Petron will be checking with Fleet Services of the City and consult with Jannelle Combs on the purchase.

REVIEW MONTHLY PARKING RATES

The Board reviewed and discussed current rate and decided to take no action at this time.

OTHER BUSINESS

BOARD MEMBER TODD KOVASH TERM RENEWED.

FARGO AIRPORT NEW PARKING RAMP BID

Isak Johnson reported on information about the new parking ramp.

ADJOURNMENT

There being no further business, Chairman Jim Christianson declared the Bismarck Municipal Parking Authority adjourned at 10:03 A.M. and will meet again on February 8, 2024.

JEREMY PETRON, SECRETARY