

STAFF REPORT

DATE: April 15, 2008

TO: City Council
Redevelopment Agency

FROM: Ken Hiatt, Deputy City Manager
Roxanne Namazi, Senior Civil Engineer

SUBJECT: Proposal to Establish Paid Parking in the E Street Plaza Parking Lot

Recommendation

City Council

1. Introduce Ordinance establishing four-hour parking and paid parking in the E Street Plaza parking lot
2. Approve Resolution authorizing the City Manager to enter into a contract with Central Parking Systems for the purchase and installation of two pay-stations and one-year service contract in an amount not-to-exceed \$36,000
3. Approve Resolution authorizing a loan of \$25,000 from the Redevelopment Agency to provide for up-front costs associated with establishing a paid parking system at the E Street Plaza parking lot
4. Approve Resolution modifying the parking fine schedule

Redevelopment Agency

Approve Resolution authorizing a loan of \$25,000 from the Redevelopment Agency to provide for up-front costs associated with establishing a paid parking system at the E Street Plaza parking lot

Fiscal Impact

The estimated cost of purchase and installation for the two proposed pay stations is approximately \$25,000 which will be funded through a loan from the Redevelopment Agency. Revenues collected from paid parking will be used to a) repay the initial capital expenditures, b) fund ongoing service/maintenance costs, and c) provide a potential funding source for improvements to the E Street Plaza and adjoining parking lot as well as other projects that improve the parking convenience downtown.

Revenues from the proposed paid-parking at the E Street Plaza lot will depend upon the utilization rate of the 59 paid-parking spaces. Revenue estimates range from just under \$20,000 per year (based on a 10% utilization factor) to in excess of \$100,000 per year (based on a 60% utilization factor). A conservative estimate of annual revenues (using a 20% utilization factor) is approximately \$37,500 per year.

Annual operating and maintenance costs are estimated to be roughly \$13,000 per year – with the first year’s operations being proposed through a service contract with Central Parking Systems. First full-year operating costs include approximately \$6,500 in direct expenses plus a \$6,000

management fee. Staff has estimated that costs for City staff to administer the parking lot would also be in the range of \$13,000 per year.

Overall, the proposed paid-parking lot is expected to generate revenues in excess of the costs of installing and operating the paid-parking system. In order to break-even over a 5-year period (including repayment of the up-front loan), the E Street Parking Lot would need to realize a 9.5% utilization rate. Under the assumed utilization rate of 20%, the parking lot would yield approximately \$25,000/year in net operating revenues, with a break-even point achieved in slightly over 12 months.

Environmental Determination

This project is categorically exempt from CEQA pursuant to Guidelines Section 15301(c) as a minor alternation and operation of an existing public parking facility.

Council Goal(s)

- 1) Enhance the vitality of downtown
- 2) Promote economic development

Convenient longer term parking will encourage customers to spend more time in downtown Davis. The parking revenues will be used for the enhancement of the plaza and parking lot as well as other projects designed to further improve the convenience of parking downtown.

Background and Analysis

The City and the Parking and Transportation Committee of the Davis Downtown Business Association work collaboratively to manage the parking and access needs within the downtown. Downtown's diverse and vibrant business environment attracts users with a broad range of parking needs and expectations. The majority of the publicly available spaces in the downtown core are restricted to 2-hours. The lack of convenient long-term customer parking has been a consistent comment by the residents and the city and DDBA have spent several years evaluating the best solution. Based on studying examples of other communities and discussions with the downtown merchants, the Parking and Transportation Committee has proposed that the E Street Plaza Parking lot be converted to a longer term (4-hour) paid parking lot. The E Street Plaza parking lot is located between E and F Streets, and Second and Third Streets. The parking lot consists of 65 parking spaces (59 standard spaces, 3 HC spaces, 1 electric vehicle space and 2 motorcycle spaces). Please see attached Exhibit A for the parking lot layout.

The following parameters are proposed:

1. Paid hours would coincide with existing hour of enforcement 8 am to 6 pm, Monday through Saturday. Remaining hours parking would be free and un-time restricted.
2. Pricing suggested to be initially set at \$1.00 / hour with a 4 hour limit and could be paid in 15 minute increments (\$0.25 / 15 minutes).
3. Install two pay stations (One on E Street and the other on the F Street side) with capability to accept coin, bills, and credit cards.
4. The payment system/technology must be user friendly, familiar, and convenient for the customer. Existing systems in nearby areas such as Sacramento and UC Davis should be evaluated.

Other Considerations as Part of Recommendation:

- A. Net revenue from the paid parking in this lot to be set aside into an account to explicitly fund enhancements to the parking lot (landscaping, lighting, signage) as well as other projects that will improve parking convenience within the downtown.
- B. Paid parking system and lot utilization will be evaluated thoroughly during the first six months of operation. Input and feedback from users and adjacent merchants will be solicited. Adjustments to the system will be made as necessary to maximize the utilization of the lot for customer use.
- C. Downtown parking maps/information to be provided at the pay stations.
- D. Signage for the lot should indicate "Customer Parking Lot"

Options/Ideas Considered

During its evaluation of different approaches to paid parking, the Parking and Transportation Committee considered a range of different options. The following is a list of some of those options:

Valet

- Not enough demand during majority of business hours.
- Could be integrated with paid parking in the lot possibly during peak dining hours.
- Many people do not feel comfortable leaving keys/car to someone else.
- Less convenient - need to wait for car on return.
- More expensive in the long run.

Dispersed several paid parking stations on each block throughout downtown

- Adds to confusion and frustration.
- More expensive, more difficult to enforce.
- Does not lead us toward goal of simplifying parking.

Validation

Difficult to prevent employer(ees) abuse – defeats purpose. Plenty of free parking around the block. If it was a broader paid parking district then worth solving. Businesses can choose to pay for their customers parking as means to build "good will" with customer.

First 20 minutes free

Adds to confusion - trying to keep it as simple as possible. Plenty of 20 minute and 2-hour free parking around the subject block.

Paid Parking Technologies

In addition to the various approaches to accommodating long term parking, several payment technologies were evaluated (see attached Exhibit B). The Digital Payment Technologies system was selected due to its various benefits. The equipment is self contained, solar powered, and wireless. It allows the user to pay by coin, cash, or credit card. A single unit could cover the entire parking lot but two units are recommended to be installed on either side of the lot for customer convenience.

Public Outreach

A variety of efforts were made to receive feedback and input on the best approach to achieve the goal of providing longer term customer parking downtown. The following is a list of ways that public input has been sought for:

1. Outreach visits with individual merchants in and around block throughout process;
2. Variety of DDBA meetings over the last two years including Board, General Membership, and Parking and Transportation Committee meetings;
3. Publicly noticed and televised Joint Planning Commission and Safety and Parking Advisory Commission Meeting on downtown parking strategy – October 24, 2007;
4. Safety and Parking Advisory Commission Regular Meeting – November 8, 2007

Feedback from merchants on the proposal has been predominantly positive. Primary concerns were related to potential use of the lot by employees and students. Currently the lot is heavily used by employees that “shuffle” their cars. It is expected that the paid parking will displace many of these employees freeing up spaces for customers. The rate proposed is comparable to the hourly rate for parking on campus to discourage campus bound parkers using the lot. Still, some of these users and other non-customer related parkers may utilize the paid parking lot. Adjustments to pricing can be made to shift this behavior and optimize it for the intended user group(s). The utilization patterns and behaviors will be studied closely after implementation and modifications will be made to maximize the use of the lot by customers.

The Parking and Transportation Committee and Board of the DDBA both took action to unanimously recommend implementation of the paid parking proposal.

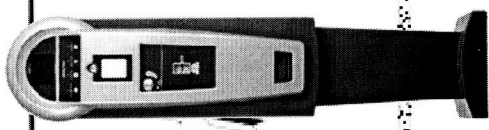
The Safety and Parking and Advisory Commission at its November 8, 2007 meeting recommended approval of the paid parking proposal.

Attachments:

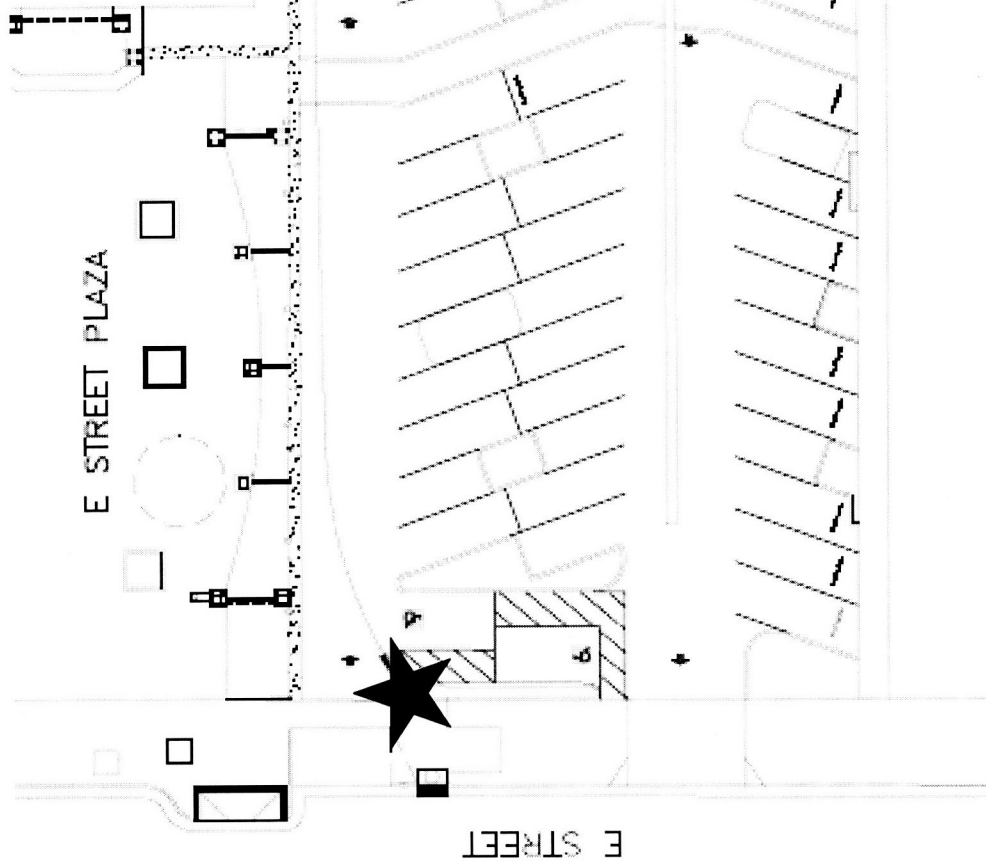
- Exhibits A & B
- Resolutions (4)
- Ordinance

c: Janis Lott, DDBA Parking Committee
Sgt. Ton Phan

EXHIBIT A



PROPOSED
PAY STATION
LOCATION



F STREET

E STREET

CITY OF DAVIS
PUBLIC WORKS DEPARTMENT

DATE: 04-15-08
DRAWN BY: JAC
PROJECT NUMBER: 09-1-E-1011

E STREET PLAZA PARKING LOT - PARKING PAY STATIONS

EXHIBIT B

Paid Parking Technology Analysis

Options	Pros	Cons
1. Attendant	<ul style="list-style-type: none"> • Easy to remove if not successful • Low Maintenance • Low initial capital cost • May be implemented quickly • Receipts may be issued 	<ul style="list-style-type: none"> • Restricts access to the parking lot to one driveway, if only one attendant • Difficult to charge if not a flat fee • More susceptible to cash handling fraud unless ticket machines are installed
2. Single Space Meter	<ul style="list-style-type: none"> • Visible to the drivers • Easy access for drivers • Stand alone, each maintained individually 	<ul style="list-style-type: none"> • Aesthetics (63 parking spaces need 63 meters) • High rate of vandalism • High maintenance • Inconvenient payment method • Capital cost to install numerous meters • Parking enforcement has to check each meter • Frequent collections due to coins • Short battery life
3. Pay Station ("pay and display" or "pay by space") RECOMMENDED	<ul style="list-style-type: none"> • Aesthetics (two to three units centrally located) • Low maintenance, durability • Solar power - Battery life 2-3 years • Wireless, Web based • Convenient payment methods (cash, credit card) • Allows for receipts to be issued • Easier enforcement • Email/phone alert when maintenance needs to be performed 	<ul style="list-style-type: none"> • Capital cost • Long lead time for delivery (up to 12 weeks)
4. Digital Permit (park and pay by phone)	<ul style="list-style-type: none"> • No meter or pay station needed • Customers are able to pay for parking at any time via cell phones 	<ul style="list-style-type: none"> • Need an alternative for those without a cell phone (prepaid cards, meters, pay stations, etc.) • Capital cost to set up, plus an ongoing license fee

ORDINANCE NO. XXXX

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DAVIS
AMENDING ARTICLE 22.08 OF THE DAVIS MUNICIPAL CODE RELATING TO
PARKING, ADDING SECTIONS 22.08.303, 22.08.450, 22.08.460, 22.08.470, 22.08.480,
22.08.490, 22.08.500, 22.08.510, 22.08.520, 22.08.530, 22.08.540, 22.08.550, AND
AMENDING SECTION 22.08.280, CREATING A PARKING METER ZONE AND
ESTABLISHING RATES FOR PARKING METERS**

THE CITY COUNCIL OF THE CITY OF DAVIS DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. **Article 22.08 Stopping, Standing and Parking** is hereby amended to add the following Sections:

Section 22.08.303 Four hour parking between 8 a.m. and 6 p.m. Monday through Saturday (Sundays and Holidays excluded)

When authorized signs are in place giving notice thereof, no person shall stop, stand, or park any vehicle between the hours of 8:00 a.m. and 6:00 p.m. Monday through Saturday on the following streets or in the following locations for a period of time longer than four hours:

City Parking Lot located at 221 F Street, also known as the "E Street Plaza Parking Lot."

Section 22.08.450 Parking meter zones designated

The following parking lot is hereby designated as a parking meter zone:

City Parking Lot located at 221 F Street, also known as the "E Street Plaza Parking Lot."

Section 22.08.460 Authority to install pay-by-space/pay-and-display machines

The city Traffic Engineer may install, or cause to be installed, pay parking machines in the parking meter zone(s) established by this code or hereafter created by the City Council in such numbers and in such places as, in the Traffic Engineer's judgment, may be necessary for the regulation, control and inspection of the parking of vehicles therein.

Section 22.08.470 Pay-by-space/pay-and-display specifications

Each pay parking machine shall, upon the deposit of the appropriate United States coins, currency, or credit card with respect to a pay parking space controlled thereby, dispense a receipt showing the amount of time purchased and when lawful parking period will expire for that space, or shall display the amount of time purchased on the timing mechanism of the machine. Upon expiration of the lawful parking period, the right of a vehicle to occupy the space shall cease.

Section 22.08.480 Maximum parking time limit in parking meter zones

The maximum parking time limits within designated parking meter zone(s) shall be as provided by this title or other ordinances, and shown by proper signs erected and maintained.

Section 22.08.490 Parking meter rates

The rate for parking in a parking meter zone during the hours of operation shall be twenty five cents (\$0.25) per fifteen minute increment.

Section 22.08.500 Pay-by-space/pay-and-display machine hours of operation

Pay parking machines shall be operated in the parking meter zone(s) every day except Sundays and Holidays between the hours of 8 a.m. and 6 p.m.

Section 22.08.510 Operation of pay-by-space/pay-and-display machines

When any vehicle is parked in any parking meter zone, the operator of the vehicle shall, immediately after entering the parking space, deposit or cause to be deposited in the machine controlling the space the proper coin or currency of the United States, or credit card as is required by Section 22.08.490 for the pay parking space. Parking or standing a vehicle in a designated pay parking space shall be lawful only for the period of time corresponding to the amount of United States coins, currency, or credit card deposited.

The operator of vehicle, after the proper deposit, shall also set in operation the timing mechanism on the machine, if any, in accordance with directions properly appearing thereon. In addition, if the parking space is controlled by a pay-and-display machine, the operator of the vehicle shall immediately cause the parking receipt provided by the machine to be placed face up on the driver's side dashboard of the vehicle. Failure to make a proper deposit and to set the timing mechanism in operation or place the receipt on the vehicle dashboard, as applicable, shall constitute a violation of this title.

Section 22.08.520 Overtime parking in parking meter zones

No vehicle shall remain in a space for which there is a pay parking machine when the machine or receipt indicates that the lawful parking period has expired.

The indication by a pay-by-space machine that the lawful parking time has expired or the display of a pay-and-display parking receipt indicating that the lawful parking time has expired, during the hours of operation for any pay-by-space or pay-and-display machine, shall be prima facie evidence that the motor vehicle has been parked overtime and beyond the lawful parking period.

Section 22.08.530 Extending pay-by-space/pay-and-display machine time over maximum allowed

Parking or standing a vehicle in a pay parking space shall be lawful up to the maximum time indicated on the pay parking machine, or on posted signs. No person shall deposit in a pay parking machine any coins, currency, or credit card for the purpose of extending the parking time of a vehicle beyond the designated maximum time allowed for parking.

Section 22.08.540 Defacing, destroying, etc., meters and machines

No person shall deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any pay parking machine installed under the provisions of this title.

Section 22.08.550 Citations for parking meter violations

Each police officer or parking enforcement officer shall take the number of any pay parking space at which any vehicle is over-parked, as provided in this title, the state vehicle license number of the vehicle, and the time and date of the over-parking. The police officer or parking enforcement officer shall then issue, in writing, a citation for illegal parking in the form and subject to the procedure provided for by law and the Davis Municipal Code sections applicable to parking violations within the city, including Section 22.08.020 of this title.

Section 2. **Section 22.08.280 Two hour parking between 8 a.m. and 6 p.m. Monday through Saturday (Sundays and Holidays excluded)** is hereby amended to delete the following item:

City Parking Lot located at 221 F Street, also known as the “South F Street Lot”.

Section 3. Severability

If any section, subsection, sentence, clause, phrase or portion of this chapter for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of the chapter. The city council hereby declares that it would have adopted this chapter and each section, subsection, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 4. Effective Date

This ordinance shall take effect and be in force thirty (30) days from and after the date of its passage.

INTRODUCED on the fifteenth day of April, 2008 and PASSED AND ADOPTED, by the City Council of the City of Davis this _____ day of _____, 2008, by the following votes:

AYES:

NOES:

ABSENT:

Sue Greenwald
Mayor

ATTEST:

Margaret Roberts, MMC
City Clerk

RESOLUTION NO. 08-XXX, SERIES 2008

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO
CONTRACT WITH CENTRAL PARKING SYSTEM FOR PURCHASE AND
INSTALLATION OF TWO PAY-STATIONS AND ONE-YEAR ACCOUNTING AND
EQUIPMENT MAINTENANCE SERVICES**

WHEREAS, the City, in cooperation with the Parking and Transportation Committee of the Davis Downtown Business Association has conducted a substantive review of the literature and the practices of other cities to determine most effective ways of managing parking demands within the downtown; and

WHEREAS, the City has determined that the most effective means for providing convenient long-term customer parking is a program of pricing the public parking lot at 221 F Street (E Street Plaza Parking Lot); and

WHEREAS, the city of Davis desires to install two pay-stations at the E Street Plaza Parking Lot to serve the needs of paid parking in a user friendly and intuitive manner; and

WHEREAS, Central Parking System has submitted a proposal to the City for the purchase and installation of two “Digital Payment Technologies Luke Parking Stations” and accounting and equipment maintenance services for the first year for the pay-stations; and

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to enter into a Contract with Central Parking System, and if necessary make minor modifications, after consultation with the City Attorney, for the purchase of two pay-stations and provision of accounting and equipment maintenance services for the first year in an amount not to exceed \$36,000.

PASSED AND ADOPTED by the City Council of the City of Davis on this fifteenth day of April, 2008 by the following votes:

AYES:

NOES:

ABSENT:

Sue Greenwald
Mayor

ATTEST:

Margaret Roberts, MMC
City Clerk

RESOLUTION NO. 08-XXX, SERIES 2008

**A RESOLUTION OF THE CITY OF DAVIS ESTABLISHING INTERFUND
ADVANCES AND REPAYMENT SCHEDULES IN COMPLIANCE WITH
GOVERNMENTAL ACCOUNTING STANDARDS BOARD STATEMENT NO. 34**

WHEREAS, the City will receive an interfund advance from the Redevelopment Agency to sponsor the purchase and installation of two parking lot pay stations, as identified in *Exhibit A*, attached hereto and hereby incorporated herein; and

WHEREAS, the City Council has considered and established appropriate advance balances, repayment terms and interest rates in compliance with GASB 34 and listed said conditions in amortization tables in the aforementioned *Exhibit A*; and

WHEREAS, the City Council has determined that the principal and interest payments should be reviewed annually during the budgeting process, with the intention of accelerating City payments whenever possible and allowing for repayment deferral to the next year in the event there is not enough revenue generated to make the annual payment.

NOW, THEREFORE the City Council of the City of Davis does hereby resolve as follows:

Section 1. That the advance balances, terms, interest rates and payment amounts shall be those listed in *Exhibit A* attached hereto and hereby incorporated herein.

Section 2. The advance balances, terms, interest rates and payment amounts shall be reviewed annually during the budgeting process and adjustments to said conditions reported to and approved by the City Council in the Annual Budget Ordinance.

PASSED AND ADOPTED by the City Council of the City of Davis this fifteenth day of April, 2008 by the following votes:

AYES:

NOES:

ABSENT:

Sue Greenwald
Mayor

ATTEST:

Margaret Roberts, MMC
City Clerk

Exhibit A: Interfund Loan Repayment Schedule

Advancing Fund:	Redevelopment Agency (F951)
Borrowing Fund:	Parking Lot Fund (F209)
Purpose of Borrowing:	Purchase & installation of two parking pay stations
Term:	Principal Payment through FY 2010/11 3 Year-Simple Interest & Principal Amortization Beginning July 1, 2009
Interest Rate:	Annual Reset at Average Cost-of-Funds Rate (12 Month Average Investment Earnings Rate.)
Notes:	City to Consider Accelerated or deferred Payments during Annual Budget Review.

Fiscal Year	Remaining Years	Principal Adds/ (Payments)	Outstanding Balance	Interest Rate *	Simple Interest	Interest (Payments)	Outstanding Deferred Int.
2008/09	N/A	\$ 25,000.00	\$ 25,000.00	4.792%	\$ -	\$ -	\$ -
2009/10	N/A	(12,207.51)	12,792.49	4.792%	1,198.90	(1,198.00)	-
2010/11	N/A	(12,792.49)	-	4.792%	613.02	(613.02)-	-

* Table contains estimated yearly cost-of-funds interest rate beginning FY 2007/08.

RESOLUTION NO. 08-XXX, SERIES 2008

**A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF DAVIS
ESTABLISHING INTERFUND ADVANCES IN COMPLIANCE WITH GOVERNMENTAL
ACCOUNTING STANDARDS BOARD STATEMENT NO. 34**

WHEREAS, the Redevelopment Agency will make an interfund advance to the City to sponsor the purchase and installation of two parking lot pay stations, as identified in *Exhibit A*, attached hereto and hereby incorporated herein; and

WHEREAS, the Cooperation Agreement between the Redevelopment Agency and the City of Davis allows the Agency to advance funds to the City for preparation and implementation of the redevelopment plan; and

WHEREAS, on June 25, 1986, the Redevelopment Agency Board and the City Council, by minute order, stated that the interest on advances from the City shall be accrued at the rate earned by the City on its investments, referred to as the "cost-of-funds"; and

WHEREAS, the Redevelopment Agency Board has considered and established appropriate advance balances, repayment terms and interest rates in compliance with GASB 34 and listed said conditions in amortization tables in the aforementioned *Exhibit A*; and

WHEREAS, the Redevelopment Agency has determined that the principal and interest payments should be reviewed annually during the budgeting process, with the intention of accelerating City payments whenever possible and allowing for repayment deferral to the next year in the event there is not enough revenue generated to make the annual payment

NOW, THEREFORE the Board of the Redevelopment Agency of the City of Davis does hereby resolve as follows:

Section 1. That the advance balances, terms, interest rates and payment amounts shall be those listed in *Exhibit A* attached hereto and hereby incorporated herein.

Section 2. The advance balances, terms, interest rates and payment amounts shall be reviewed annually during the budgeting process and adjustments to said conditions reported to and approved by the Agency Board in the Agency Budget Ordinance.

PASSED AND ADOPTED, by the Redevelopment Agency of the City of Davis this fifteenth day of April, 2008, by the following vote:

AYES:

NOES:

ABSENT:

Sue Greenwald
Agency Chair

ATTEST:

Margaret Roberts, MMC
Agency Clerk

Exhibit A: Interfund Loan Repayment Schedule

Advancing Fund:	Redevelopment Agency (F951)
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2009/10	N/A	(12,207.51)	12,792.49	4.792%	1,198.90	(1,198.00)	-
2010/11	N/A	(12,792.49)	-	4.792%	613.02	(613.02)-	-

* Table contains estimated yearly cost-of-funds interest rate beginning FY 2007/08.

RESOLUTION NO. 08-XXX, SERIES 2008

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DAVIS
AMENDING THE PARKING FINE SCHEDULE**

WHEREAS, the City Council has previously adopted a Parking Fine Schedule by resolution; and

WHEREAS, the City Council of the City of Davis adopted Ordinance No. _____ establishing the E Street Plaza Parking Lot as a parking meter zone, restricting the parking, standing or stopping of a vehicle in parking meter zones, and providing for violations of that title; and

WHEREAS, the City Council intends to have this Resolution take effect on the same date as Ordinance No. _____ becomes effective; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAVIS that the City of Davis Parking Fine Schedule is amended to add the following items:

SCHEDULE ITEM	STATUTE	CURRENT FEE	PROPOSED FEE
Four hour parking between 8 a.m. and 6 p.m. Monday through Saturday (Sundays and Holidays excluded)	22.08.303 CC	N/A	\$35.00
Overtime parking in parking meter zones	22.08.520 CC	N/A	\$35.00
Extending pay-by-space/pay-and-display machine time over maximum allowed	22.08.530 CC	N/A	\$35.00

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF DAVIS that this Resolution shall become effective on the same date as Ordinance No. _____ becomes effective.

Passed and Adopted by the City Council of the City of Davis on this fifteenth day of April, 2008 by the following votes:

AYES:

NOES:

ABSENT:

Sue Greenwald
Mayor

ATTEST:

Margaret Roberts, MMC
City Clerk