

## MEMORANDUM

To: Mr. Eric Anderson

From: Parking Management Advisory Task Force  
Steph Farber, Co-Chair  
Rollie Herman, Co-Chair  
Chelsea Levy, Co-Chair

Date: June 22, 2010

Re: Parking Management Recommendations #3



The Parking Management Advisory Task Force [PMATF] has just recently transitioned from weekly meetings to semi-monthly meetings, including one meeting a month committed to a public information session. Since the last memo on June 2nd, the PMATF has developed additional management recommendations. This memo summarizes recommendations the PMATF finalized at its twelfth meeting on June 17th, 2010.

The task force has developed these recommendations in addition to those presented in the memos to you on May 11th and June 2nd. It is important to note that the members of the task force came to consensus on these recommendations with only minor deviations within the group. Additional background material can be provided on any of the recommendations as needed.

The PMATF was asked to focus on creating a system that would be consistent with the guiding principles of the previous stakeholder group. This means a system that:

- Prioritizes the customer/client/visitor as the desired on-street parker;
- Ensures 15 percent vacancy of on-street stalls (1 to 2 stalls per block); and
- Is easy to understand for visitors and others new to the system.

The resulting parking system is intended to be a dynamic system that can respond to changing circumstances in downtown Tacoma over the years. With this in mind, the system will be flexible so that adjustments can be made to the configuration to ensure a long-term focus on best serving customers, clients and visitors to Tacoma.

The recommendations finalized on June 17th, 2010 include the following:

### **Paystation Programming:**

- **Holidays:** City of Tacoma Holidays plus Sundays
- **Holidays falling on a Sunday:** The following Monday shall be considered a paystation holiday
- **Paystation off hours:** 6PM – 10PM with time purchased after 10PM eligible for use beginning at 8AM the following day
- **Minimum payment:** \$0.25 for both cards and cash
- **Incremental payment:** \$0.25
- **Free time added to purchase:** 2 minutes
- **Alternative languages:** Spanish and Chinese

These recommendations are consistent with the vendor recommendations for programming and represent many of the best practices currently in use.

**Fines:**

- **Overtime at meter:** \$25 (new fine)
- **Overtime in zone:** \$25 (currently \$15)
- **Moving to evade (chain parking):** \$50 (currently \$50)
- **Improper use of disabled space:** \$450 (currently \$250 – change is per state law)
- **Hazardous parking (blocking, tow zone, hydrant, etc.):** \$50 (currently \$30)

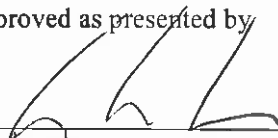
After reviewing the fines within the City of Tacoma to other cities in the region it became apparent that Tacoma's fines were below the going rate. (Most of Seattle's fines begin at around \$40.) The PMATF also felt that the current structure may not sufficiently discourage parkers from abusing the system.

**Exception Space Application Process:**

- **Applicants meeting criteria approved administratively by Parking Services Manager**
- **Applicants needing further review or discretionary approvals reviewed by PMATF**
- **Appeals of PSM to PMATF**
- **Required Application Information:**
  - Applicant provided:
    - Business name
    - Business type
    - Business location
    - Contact information
    - Reasons for the stall request
    - Time of day needed
    - Type of exception stall requested
    - Number of exception stalls requested
    - Any additional information supporting application
    - Neighboring business support
  - City provided:
    - Current on-street parking conditions
    - Current businesses on the block

The PMATF wanted to make the approval of exception spaces as seamless as possible for businesses where a certain type of exception space is required to do business. For the more questionable applications, the PMATF felt have the stakeholder task force review the applications would relieve pressure from the City staff while allowing the PMATF to better understand what improvements might be appropriate to the system.

Approved as presented by

  
Eric Anderson  
City Manager  
City of Tacoma

7-14-2010  
Date