



PARKWISE COMMISSION MEETING

110 East Pennington Street, Tucson, Arizona 85701

March 17, 2015 Meeting Minutes



1. Call to Order

The meeting was called to order at 7:37 a.m.

2. Roll Call

Members Present

Jill Brammer
Barbara Brookhart
Dale Calvert
Nicole Flowers
Peter Gavin
David Heineking
Peter Hormel
Michael Keith
Jane McCollum
Robert Medler
Rick Stertz
Steve Taylor
Mik White

Members Absent

Joanne Downey
Jane Roxbury
Adam Weinstein

Staff Present

Donovan Durband, Park Tucson, Administrator
Martha Encinas, Park Tucson, Administrative Assistant
Omar Garcia, Park Tucson, Management Assistant

Others Present

Norma Davenport, The Rogue Theatre
Shawn Burke, Historic Y
Chris Gans, West University Neighborhood Association
Richard Mayers, West University Neighborhood Association
Ward Wallingford, The Rogue Theatre
Jim Wilson, The Rogue Theatre

3. Call to the Audience

Richard Mayers would like to see the commission reinvest the fees from the RPP program into the neighborhood and general infrastructure. He also has concerns about residents that are using the RPP to keep other people from parking in front of their homes, and would like the PWC Commission to create a better parking solution between the Fourth Avenue Business District and residents.

4. Minutes from January 20, 2015 Commission Meeting

Michael Keith moved the approval of the minutes of the January 20, 2015, Commission Meeting. David Heineking seconded. The motion was approved, 13-0.

5. Chair's Report

Congratulations to Donovan Durband who received the American Public Works Association (APWA), Southern Arizona Branch, Public Works Employee of the Year Award.

No Action.

6. Update on Infill Incentive District Revisions and Downtown Links Urban Overlay District

To be rescheduled.

7. Financial Report: February 28, 2015 Financial Statements

Omar Garcia presented the financial statements as of February 28, 2015. Balance sheet reflects \$2.8M in unrestricted cash, debt payment due on June 30th is \$498K, and the unrestricted fund balance is \$2.4M. New line item added to indicate downtown rate increase (\$1.00) causing meter growth at 15% compared to last year. An additional line item for Fourth Avenue will also be included in the March financials. Total operating revenue is \$2.9M compared to \$2.7M last year, for a 5% gain over last year. It is anticipated that Park Tucson will be remaining in a deficit situation until the end of the fiscal year due to the significant capital expenditures on smart meters and PARCS equipment.

Donovan Durband presented the Five-Year Financial Forecast. This forecast is updated every year using the previous year's projection and actuals, working with the Budget Department and ultimately presented to Mayor and Council. Park Tucson's budget and 5-year financial forecast presentation to Mayor and Council is scheduled for April 7th. Park Tucson was conservative with revenue forecasts overall and projected expenses. A plan was put in place for some deferred maintenance issues that include City/State Garage, resurfacing the floors in the Library Garage, Security Cameras in the garages, etc., that had not previously been completed due to the lack of funds. New this year is a commitment to providing funds for reinvestment into neighborhoods in the Residential Permit Program (RPP). ParkWise staff had committed such reinvestments would be made in 2010 to neighborhoods when the RPP fees increased to \$48, \$60, and \$72 a year, once these rate increases assisted ParkWise to get the RPP into the "black". Neighborhoods were told that there would be a reinvestment of some of those additional funds into infrastructures such as sidewalks, and other improvements.

Rick Stertz made the following recommendations for the Five-Year Financial Forecast:

- There is large delta (\$800,000) in the meter and hooding revenue between actuals in FY2014 and the budget for FY2016, so footnotes specifying the reason should be added.
- In addition, capital improvement footnotes should be added explaining the expenses and/or what is being improved. Commission Members may assist Park Tucson with clarifying these expenditures to Council Members.

Rick Stertz, moved to begin the neighborhood reinvestment program with a placeholder in the FY2016 budget.

Jane McCollum seconded. The motion was approved, 13-0.

The following Commission members volunteered to serve on a subcommittee to make recommendations on the Neighborhood Reinvestment issue: Jane McCollum, Rick Stertz, Robert Medler, and Joanne Downey.

Dale Calvert moved to recommend the adoption of a policy of reserving a portion of the Fund Balance for working capital, and a portion for future development of garage facilities.

Rick Stertz seconded. The motion was approved, 11-0.

8. Update on Implementation of New Technology

a. On-Street, Single-Space Meters and Smart-Phone App

Donovan Durband presented a Power Point with information on the new smart meter system. 829 smart meters have been installed in the Downtown Zone, 362 in the 4th Avenue Zone and 217 in the University/Main Gate Zone. Grand total of all meters, old and new, is 1,649. Remaining Smart Meters to be installed is 65. Duncan Meters remain only in the downtown area, and total 241; some will be replaced. The GoTucson app works with Duncan Meters. There will be the possibility of identifying some areas that could be designated as Pay-by-Phone only. Meter heights will be standardized with most lowered and meters at handicapped space even lower. New decals will provide helpful information e.g., space and zone, ID number, and variety of payment methods. Smart Card is the replacement for the Meter Cash Key. IPS Data Management System (DMS) compiles data on transactions types, including card usage. Meter activity can be measured, proportionally by the hour in all zones.

b. Off-Street PARCS Equipment at Five Garages

Installation of new equipment (gates for parking garages, exit verifiers, payment machines) will start on the 30th with Centro Garage. Rate information is listed in the Park Tucson website. Park Tucson website will also include University of Arizona parking rate information in the near future.

No Action.

9. Update on 4th Avenue Managed Parking Implementation

Meter poles started going in on 4th Avenue on March 2, and meters installed beginning on Wednesday, March 4. Installation was completed by the following week. An extended period of soft enforcement will continue, followed by implementation of permit parking.

No Action.

10. Historic YWCA Parking

Proposal to install meters to facilitate visitor parking along the YWCA (mixed use type of building) caused some concerns among the tenants, therefore, this has been delayed. The Attorney's Office working with the Transportation Office is looking into other issues such as designating the 5th Avenue frontage side of the Y property as exclusive use for the historic Y. The Attorney will be attending future RPP Subcommittee meetings. Peter Gavin, Chair, would like to hear a report at the next PWC meeting from the RPP Subcommittee.

No Action.

11. Administrator's Report

RFP for Enforcement System released March 4th for our handhelds and antiquated systems for writing tickets are being replaced. New hardware and software system will allow for Case Management System to take collections for citations issued and on-time payments in-house and out of court starting mid-summer. This will allow for the reduction in ticket fines.

No Action.

12. Future Agenda Items

None were discussed.

13. Adjournment – 9:00 a.m.