



**PARKWISE COMMISSION  
MEETING**  
110 East Pennington Street, Tucson, Arizona 85701  
**September 15, 2015 Meeting Minutes**



1. Call to Order

**The meeting was called to order at 7:38 a.m.**

2. Roll Call

Members Present

Jill Brammer  
Barbara Brookhart  
Dale Calvert  
Joanne Downey  
Nicole Flowers  
Peter Gavin  
David Heineking  
Peter Hormel  
Jane McCollum  
Robert Medler  
Jane Roxbury  
Rick Stertz  
Steve Taylor  
Adam Weinstein  
Mik White

Members Absent

Michael Keith

Staff Present

Donovan Durband, Park Tucson, Administrator  
Martha Encinas, Park Tucson, Administrative Assistant  
Omar Garcia, Park Tucson, Management Assistant  
Jose Gomez, Park Tucson, Parking Services Supervisor  
Karen Miller, Park Tucson contracted Project Manager

Others Present

Diana Amado, Ward 6 Council Office  
Norma Davenport, The Rogue Theatre  
Richard Mayers, West University Neighborhood Association and RPPP Task Force member  
Ward Wallingford, The Rogue Theatre

3. Call to the Audience

**No Action.**

4. Minutes from August 18, 2015 Commission Meeting

Rick Stertz moved the approval of the minutes of the August 18, 2015, Commission Meeting. Jane Roxbury seconded. The motion was approved, 12-0.

5. Chair's Report

**No Action.**

6. Administrator's Report

A complaint filed in August by a citizen asserted that all 1,500 new parking meters that were installed were not ADA compliant, due to the height of the poles. Complainant charged that the messaging on the parking meters' LED display screen was also non-compliant. After investigation with the Human Resources ADA Specialist and the ADA Compliance at TDOT as well as the City Attorney's Office and the vendor, the City's ADA specialist determined that only the handicapped parking spaces require adherence to ADA guidelines. Park Tucson has been adjusting the heights of ADA meters since April, and will complete the process of adjusting all ADA meter poles to within the height specified in the guidelines very soon. Upon completion of the height adjustments for ADA spaces, Park Tucson will resume the process of standardizing the heights of all of the non-ADA meters, a process that also started following the installation of the new meters last spring.

**No Action.**

7. Financial Report

Omar Garcia presented the August 31, 2015 financial statements. Total Unrestricted Fund Balance as of August 31, 2015 is \$1,902,273.10. Total Operating Revenue \$830,416.95 and Non-Operating Revenue is (expenses) is -\$224,835.04. Total Net Assets is \$1,902,091.21. Park Tucson Garage/Lot Permit Parkers total 2,397.

**No Action.**

8. Update on Residential Parking Permit Program Task Force

Donovan Durband reported that three of eight of the scheduled Residential Parking Permit (RPPP) Task Force meetings have taken place. The number one issue is the allocation of space, which is key to addressing everything else. Other topics of discussion are enrollment process, eligibility, permit requirements, fee structure, guest passes and enforcement.

**No Action.**

9. Update on Neighborhood Reinvestment Grant Program

A document describing the requirements and process for applying for the Neighborhood Reinvestment funds was approved by the subcommittee and is ready to go to TDOT for final approval, before being released to the Residential Parking Permit neighborhoods. Dept. of Transportation management will review the document in a meeting scheduled for next week. Currently five (5) neighborhoods qualify at the minimum of 25 percent program participation. Neighborhood reinvestment projects should be completed by June 30, 2016.

**No Action.**

10. Update on Implementation of New Parking Systems

a. PARCS Equipment

Park Tucson is at 100% of physical equipment installed in garages, and close to 100% functionality. The replacement of old signage to reflect new equipment capabilities, painting, and employee training is currently taking place.

b. Small Parking Meters and Mobile Applications

Park Tucson is working with refurbishment of meters with heights, painting, decals, and also purchasing an additional 100 meters to replace more of the old Duncan meters.

Jill Brammer, representative of the Fourth Avenue Merchants Association, has been asked to request parity regarding meter enforcement with Main Gate meters and Downtown meters. Jane McCollum of the Marshall Foundation and Main Gate Square stated that each area is different due to the parking garages and the quantity of meters in the vicinity so requirements should not be the same.

c. Enforcement and Parking Ticket Fines Collections System

Gtechna is working create new software interfaces that can relate with other City of Tucson systems, such as the Advantage Financial System, the Police Citation System, and the Court System. Park Tucson has been authorized to hire two additional employees to handle the collections process. One has already started (Denisa Campas), and we are hiring an Administrative Assistant to start probably at the end of October. Continue to struggle to have enough enforcement agents on staff to include weekends but have added two new temporary agents who have been hired to assist.

11. Future Agenda Items

Disparity issue regarding meter hours.

12. Adjournment – **8:42 a.m.**