



**PARKWISE COMMISSION MEETING**  
Park Tucson Conference Room,  
110 East Pennington St., Tucson, Arizona 85701  
**March 15, 2016 Meeting Minutes**



1. Call to Order

**The meeting was called to order at 7:40 a.m.**

2. Roll Call

Members Present

Jill Brammer  
Barbara Brookhart  
Joanne Downey  
Peter Gavin  
Peter Hormel  
Jane McCollum  
Robert Medler  
Jane Roxbury  
Steve Taylor  
Adam Weinstein  
Mik White

Members Absent

Nicole Flowers  
David Heineking  
Michael Keith  
Rick Stertz

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, Parking Consultant

Others Present

Carlos de Leon, Deputy Director, City of Tucson Transportation Department  
Diana Amado, Ward 6 Council Office  
Dale Calvert, Citizen and former ParkWise Commission member  
Norma Davenport, The Rogue Theatre  
Richard Mayers, West University Neighborhood Association  
Ward Wallingford, The Rogue Theatre

3. Call to the Audience  
**No members of the audience chose to speak. No Action.**
4. Minutes from February 16, 2016 Commission Meeting  
**Jane McCollum moved the approval of the minutes of the February 16, 2016, Commission Meeting. Robert Medler seconded. The motion was approved, 9-0.**
5. Chair's Report  
**No Action.**
6. Administrator's Report  
Citation Collection Implementation. Online payments for parking citations can now be made as of today, March 15, through the City's new iCashiering system; therefore, four (4) payment options are now available: paying in the Park Tucson Office, calling in the payment to Park Tucson, putting the payment in the drop box outside of the Park Tucson Office, or paying online.

The next step is obtaining the GoTucson app functionality, which depends on Passport (vendor) getting iOS approval to enhance the existing app and have it made available for updates in the Apple app store. Prior to the app update, Park Tucson may be able to launch a site at which citizens may view the citation photos prior to requesting a hearing or paying the fine, at <https://m.gotucsonapp.com/m/>. The next press release about the app and paying online will also include information about the new parking fines.

Park Tucson is still utilizing a full-time temporary employee to do manual data entry of registered owner information into the Officer Command Center system, in lieu of direct batch transfer of this data from ADOT/MVD. Park Tucson has approval from MVD to receive this information directly from server to server, but is waiting for the interface to be established by MVD.

Parking Garages and Lots Security and Parking Enforcement Staffing. Effective March 27, Park Tucson will be working with a new security vendor for garages and parking lots. Park Tucson is also working with the new security vendor to enhance our Enforcement Team and there are three (3) employees of the vendor who have started training in parking enforcement. Once the new crew is trained, Park Tucson will be able to provide enhanced night time and weekend coverage.

Warehouse District Lot. Park Tucson has acquired a new parking lot at the southwest corner of 6<sup>th</sup> Avenue and 7<sup>th</sup> Street, with 70 spaces available for either metered or permit parking. This lot will be diminished by the Downtown Links construction, however.

On-call Parking Consultant. Park Tucson is now under contract with a new parking consultant, Kimley-Horn, which has offices in both Tucson and Phoenix, making them more accessible to Park Tucson than the previous on-call consultant, whose nearest office was Denver.

Neighborhood Reinvestment Program (NRP). The NRP RFP has gone out to the six (6) eligible neighborhoods. Their proposals are due on March 31, and the awards to fund \$45,000 towards neighborhood infrastructure projects will be recommended by the Neighborhood Reinvestment Program Subcommittee.

**No Action.**

7. Financial Report: February 29, 2016 Financial Statements

The total fund balance as of February 29 is \$1,725,360.73. We are now eight (8) months into the fiscal year. The total operating revenue is \$3,515,018.86, year-to-date, which is a 20% increase from 2015 after eight months. Total Net Assets are \$1,706,082.29. Net Income (Loss) Budget vs Actual is \$10,296.71, year-to-date. The capital expenditures this year included the final payments for PARCS equipment and the new enforcement system from Gtechna.

**No Action.**

8. Residential Parking Permit Program Subcommittee Report/

Recommendations from the Residential Parking Permit Program Subcommittee **approved** as follows:

- Changing the name of program to Neighborhood Parking Permit Program
- Program Purpose Statement
- Shared Parking Approach vs. the Current Approach of Limiting Parking Participation to Block-Face Residents and Guests
- Participation Standards and Eligibility for Maintaining Restrictions
- Petition Process Conformance with U.S. Supreme Court Requirements in Arlington County vs. Richards (1977)
- Convenience of Enrollment Process and Ease of Renewal
- Education and Outreach
- Additional Flexibility in Obtaining Visitor Permits for Social Events
- Signage, Curbs, and Other infrastructure prioritization
- Issuance of Citations to Permit-holders for Failure to Display Permits 1<sup>st</sup> incident (\$0), 2<sup>nd</sup> incident (\$20), and 3<sup>rd</sup> incident (full payment/no waiver or reduction) within 365-day period (this will have to be approved by Mayor and Council)

Other recommendations submitted by the Task Force will continue to be reviewed by the Neighborhood Reinvestment Subcommittee as staff presents specific plans, and will be presented to PWC subsequently.

**Adam Weinstein moved the approval of the RPPP recommendations submitted by the Residential Parking Permit Program Subcommittee. Mik White seconded. The motion was approved, 11-0.**

9. Special Event Reserved Parking Fee Subcommittee Report

The ordinance that is currently in effect specifies if parking is removed for a special event or construction that the fee for that temporary removal is based on lost revenue for the 24-hour period. We do not yet have a policy for commercial uses on street parking spaces such as

food trucks, and consider this to be an issue that should also be addressed soon. Revisiting the fees for contractor use may be considered separately.

The current focus is on Special Event fees because there are frequently concerns raised as to why Park Tucson charges for weekend events when meters are free. Staff is proposing that a revised fee structure include a “set-up” component that includes labor and material costs for hooding, un-hooding, reusable but often lost or damaged signs, and wear-and-tear of the red meter hoods. Other components of a revised fee structure include foregone revenue only for those days when meters are charged, but a fee for non-meter enforcement days that reflects the private use of a public resource and the need to provide enforcement to keep the street parking clear. One of Park Tucson’s goals is to reduce the amount of time when the reserved parking (for whatever purpose) is out of service and make it available to the public as much as possible.

**No Action.**

10. Future Agenda Items

Scott Avenue  
Predatory Towing

11. Adjournment – 8:42 a.m.