

# Parking Advisory Committee

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City of Leavenworth  
Council Chambers / Zoom Conferencing  
3:00 PM - 3:30 PM  
March 4, 2021

## Join Zoom Meeting

<https://zoom.us/j/95837927266?pwd=UklrdmtRWUjLOHI1Q01veFM1aE1jQT09>

**Meeting ID:** 958 3792 7266

**Passcode:** 011300

Dial by your location

+1 253 215 8782 US

Find your local number: <https://zoom.us/u/acL88uVitY>

## Members:

Kayla Applebay  
Lyman/Jesse Boyd  
Mia Bretz  
Jean Dawson  
\*Anne Hessburg  
Momi Palmieri  
Carl Evans

## Agenda Items:

- |   |                |                                     |
|---|----------------|-------------------------------------|
| 1 | 3:00 – 3:00 PM | Approve March 4, 2021 Meeting Notes |
| 2 | 3:00 – 3:20 PM | Street meter rates and times        |
| 3 | 3:20 – 3:40 PM | Parking lot rates and times         |
| 4 | 3:40 – 4:10 PM | Employee parking                    |
| 5 | 4:10 – 4:20 PM | Glacier Lot (West) Next Steps       |
| 6 | 4:20 – 4:30 PM | Next Meeting Topics                 |

# Parking Advisory Committee

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## Meeting Notes March 4, 2021 at 3:00 - 4:30 PM

### Attendance:

Kayla Applebay, Jesse Boyd, Mia Bretz, Jean Dawson, Anne Hessburg, Momi Palmieri, Carl Evans, Selina Danko, Ana Cortez, Christie Voos, and Sue Cragun.

### Meeting Notes:

Meeting notes from February 18, 2021 were approved by the Committee.

### Chapter 10 Code Review:

- Christie reviewed all edits to Chapter 10.10 as provided by the City Attorney. Committee agreed to the edits and unanimously recommended Chapter 10.10 to proceed to City Council for review and approval.

### Update on Citation Management:

- Christie briefly addressed the new citation management system provided by Duncan. She stated the benefits of using the system, which will also free up city staff time by allowing infractions to be processed by a 3<sup>rd</sup> party.

### Proposed Fees – Residential Zone Permits and Infractions:

- Christie stated that the proposed fees are based on putting the “right parker in the right place”.
  - Infraction fee - \$49; due within 15 days of receiving infraction.
  - Incentive to pay quickly - \$39; if paid within 2 days of receiving the ticket; pay via phone, online, or mail check.
  - Late fee - \$25.
  - Failure to appear - \$25; applicable to those who have requested a hearing for dispute.
  - Collections – 30% additional; this fee will pay for the collection’s recovery cost.
  - Christie will ensure this information is conveyed on the infraction.
  - Residential Zone Application fee – free until 2023; beginning 2023, \$75 per zone to go toward administrative cost. Costs will be subsidized from the Parking Fund.
  - First permit for each resident \$0; additional permit per resident \$65
  - Guest permits \$0; may have limitations
  - 2% cap on annual fee increase

### Update on Handheld Enforcement and Meter/Kiosk Decals

- Decals are still under review; have been sent back for further improvement.

- Handhelds are in the software programming stage

**General Discuss and Next Meeting Topics:**

- Ana addressed upcoming tasks with the Committee; will share workplan when finalized.
- Next meeting topics:
  - Employee Parking
  - Structure for Paid Parking Lot
  - Names, Hours, and Fees for Parking Lots
  - Kiosk Meter Decals

**Next meeting:** March 18, 2021 at 3:00 PM.

Respectfully submitted,  
Sue Cragun, Executive Assistant



# PAID PARKING OVERVIEW

TRANSPORTATION AND PARKING PROGRAM (TAPP)

# PERMITTED PARKING VALUES

- Right parker...
- Recognize value
- Reduce subsidies/recover costs
- Flexibility/ administrative ease
- Resident or employee- same

WHAT WE  
NEED TODAY

Ok on rates

Ok on hours of ops

Ok on permit #

Ok on ADA parking

Ok on RV

Column1	P1	P2	P3	P4 -SCH	P5- POOL	P7- FREE CH	P6 WEST	Column2
LOT NAME (#)	ASGARD	BLEWETT	COLCHUCK	DRAGON TAIL	ENCHANTMENTS	FREUND	GLACIER	WILLKOMMEN
LOCATION	1000 Front	1000 Front	1001 Front	700 U.S. Hwy 2	694 U.S. Hwy 2	700 U.S. Hwy 2	90 Mill	Safeway
WALKING DISTANCE TO GAZEBO	2 BLOCKS	2 BLOCKS	2 BLOCKS	3 BLOCKS	4 BLOCKS	3 BLOCKS	5 BLOCKS	far
HOURS	7 a.m - 3 a.m.	7 a.m - 3 a.m.	7 a.m - 3 a.m.	7 a.m - 3 a.m.	7 a.m - 3 a.m.	7 a.m - 3 a.m.	24 hrs	24 hrs
NO OF STANDARD SPACES	64	50	21	45	66	0	82	90
RV ALLOWED						0	20	
ADA SPACES	6	3	3	2	3	3	6	
PERMITTED/RESERVED PARKING/ 24 hrs/7 days (specific spot)	0	30	0	0		12	50	
EV PARKING						2	0	
DROP OFF					3			
PUBLIC/CUSTOMER/PATRON				4		12		
CITY PARKING				0		17		
	70	83	24	51	72	46	158	90

# PARKING LOT INVENTORY OVERVIEW

FEES							
	P1	P2	P3	P4 -SCH	P5- POOL	P7- FREE CH	P6 WEST
	ASGARD	BLEWETT	COLCHUCK	DRAGON TAIL	ENCHANTMENTS	FREUND	GLACIER
All Day Early Bird (before 10:00 a.m.)	\$ 25.00	\$ 25.00	\$ 25.00	\$ 25.00	Time limited: 3 hrs	Permit	
All Day	\$30	\$30	\$30	\$30		Time limited: 3 hrs	
Hourly High Demand A	\$3	\$3	\$3	\$3			
All Day Early Bird (before 10:00 a.m.)	\$15	\$15	\$15	\$15	Time limited: 3 hrs	Permit	
All Day	\$20	\$20	\$20	\$20		Time limited: 3 hrs	
Hourly Reg Weekend	\$2	\$2	\$2	\$2			
All Day Early Bird (before 10:00 a.m.)	\$10	\$10	\$10	\$10	Time limited: 3 hrs	Permit	
All Day	\$15	\$15	\$15	\$15		Time limited: 3 hrs	
Hourly Reg Weekday	\$1.5	\$1.5	\$1.5	\$1.5			
All Day Early Bird (before 10:00 a.m.)	\$5	\$5	\$5	\$5	Time limited: 3 hrs	Permit	
All Day	\$10	\$10	\$10	\$10		Time limited: 3 hrs	
Hourly Low Demand Weekday	\$1	\$1	\$1	\$1			
RV							\$ 30.00
Reserved/Permitted- 24 hr		\$139				\$149	\$40

# FEE STRUCTURE



# STREET METER STRUCTURE

DEMAND	HRLY RATE	MAX PER DAY: 3 HRS	Hours
A- High	\$3.50	\$10.50	9:00 A.M.- 8:00 P.M
B- Regular	\$3.00	\$9.00	9:00 A.M.- 8:00 P.M
C- Regular Wkn	\$2.50	\$7.50	9:00 A.M.- 6:00 P.M
D - Low Weekday	\$2.00	\$6.00	9:00 A.M.- 6:00 P.M
E - Low	\$1.00	\$3.00	9:00 A.M.- 6:00 P.M

# MAJOR MILESTONES

