



Terence J. Ryan
Parking Director

MEMORANDUM

TO: Thomas Golden, City Manager 
FROM: Terry Ryan, Parking Director

DATE: June 21, 2022

SUBJECT: **MOTION RESPONSE: Motion 10.27 (6/14/22) – by C. Yem** – Update on Parking Kiosks and Parking Enforcement

The kiosks on the street are ready to be replaced and are impacting operations and revenue. An RFP was issued, and as of June 21st, three vendor submissions were received and are under review. The hope is to have new kiosks rolled out as of late summer. The number of kiosks within the City will be reduced from 176 to 140, with two additional machines available as quick replacements and as portable units for special events that may require modified parking.

All meter enforcement officers know that if a kiosk(s) is not working, they are to chalk a car for the stated amount of time allowed for the space the car is parking in. The handheld devices, are capable to of timing the cars and providing the information on the citation provided.

An additional RFP has been issued to provide meter enforcement operations, permitting and App payments. This function is currently provided by PassPort under a now ended contract via MAPC (Metropolitan Area Planning Commission). At the request of Purchasing, this RFP will list the three kiosk submitters to ensure full compatibility.

There is still one opening for an enforcement officer, with the interviews continuing. There are three officers covering the City at the present time. The Law Department has also hired an experienced contractor to provide services of a municipal hearing officer to review all parking appeals.

Sincerely,

Terry Ryan
Parking Director