

**CITY OF DELAWARE
PARKING AND SAFETY COMMITTEE
CITY COUNCIL CHAMBERS
CITY HALL
1 S. SANDUSKY STREET
7:30 P.M. *****

AGENDA

November 20, 2017

1. ROLL CALL
2. APPROVAL of Motion Summary for the meeting held August 21, 2017 as recorded and transcribed.
3. PUBLIC COMMENTS
4. CONSIDERATION for the installation of “No Parking, School Days, 7AM-4PM” signage on the west side of Channing Street, between E. Winter Street and E. Central Avenue.
5. DISCUSSION AND/OR CONSIDERATION of Parking and Traffic Related Items Pertaining to the New Delaware County Courthouse:
 - a. Eliminating seven (7) on-street parking spaces to create an approximate 40 foot clear zone of defensible space between the edge of North Sandusky Street and the Delaware County Judicial Building.
 - b. Designating the alley between North Sandusky Street and North Union Street as a one-way alley to accommodate increase of traffic produced by the new Delaware County Judicial Building.
 - c. Discussion of Memorandum of Understanding for the use of Delaware County Parking Facilities.
6. DISCUSSION and CONSIDERATION of the recommendations of the Downtown Parking Advocacy Committee – Enforcement Work Group, as listed:
 - a. Extend Days and Hours of parking enforcement
 - b. Expand downtown time limited parking to 3 hours
 - c. Change in fine structure
7. STAFF COMMENTS

8. COMMITTEE COMMENTS

9. ADJOURNMENT

*** Following the Organizational Meeting for City Council

**PARKING AND SAFETY
MOTION SUMMARY
August 21, 2017**

ITEM 1. ROLL CALL

Chairman Shafer called the Parking and Safety Meeting to begin at 7:00 p.m.

Members Present: Councilman Chris Jones, Councilwoman Lisa Keller, and Chairman Kent Shafer Members

Staff Present: Bruce Pijanowski, Police Chief, John Donahue, Fire Chief, and Jessica Ormeroid, Project Manager

ITEM 2. APPROVAL of the Motion Summary of the Parking and Safety Committee meeting held February 20, 2017, as recorded and transcribed.

Motion: Mr. Jones moved to approve the Motion Summary of the Parking and Safety Committee meeting held February 20, 2017, seconded by Mrs. Keller. Motion approved by a 3-0 vote.

ITEM 4. PUBLIC COMMENT

PUBLIC COMMENT:

Michael Shirley
231 West Hull Drive
Delaware, Ohio 43015

Mr. Shirley voiced concerns over the speeding on Hull Drive.

Jim Bauer
176 Hull Court
Delaware, Ohio 43015

David Hague
180 Hull Court
Delaware, Ohio 43015

Mr. Bauer informed the Committee that he is the current H.O.A. President and also a retired police officer. He voiced concerns over the use of Hull Drive as a cut through street and increase of speeding cars. Mr. Bauer also voiced concerns over cars not stopping at the stop signs and safety concerns for pedestrians.

Mr. Hague discussed the high volume of cars that have been shown through stealth data to drive on Hull Drive compared to other busy streets in throughout the city.

Ms. Ormeroid discussed upcoming signal changes at Hawthorne Boulevard and the potential impact to traffic. Chief Donahue voiced concerns over the use of speed tables and the delay response time for emergency vehicles.

Mrs. Keller recommended that staff meet with residents, along with Third Ward Councilman Jim Browning, to find potential solutions.

ITEM 4. RECOMMENDATION to extend the No Parking Zone on Ashburn Drive at 1959 Ashburn Drive.

Chief Pijanowski discussed the extension of the No Parking Zone would eliminate the blocked views. Chief Pijanowski discussed the concerns voiced by residents of difficulty of seeing the crosswalk due to parked cars. Mrs. Ormeroid discussed past safety enhancements that had been tried.

PUBLIC COMMENT:

Eric Longstreth
1946 Ashburn Drive
Delaware, Ohio 43015

Chief Pijanowski provided an email he received from Mr. Longstreth where he indicated that he was in favor of not extending the No Parking Zone, but recommended creating off street parking designated for the community park.

Donna Stusek
852 Brittany Drive
Delaware, Ohio 43015

Ms. Stusek informed the committee that she is the current H.O.A. President and that she has received multiple complaints that parents cannot see the crosswalk when cars are parked on the street.

Motion: Mr. Jones moved that the No Parking Zone on Ashburn Drive is extended to the north edge of the 1959 Ashburn Drive driveway, seconded by Mrs. Keller. Motion approved by a 3-0 vote.

ITEM 5. DISCUSSION and CONSIDERATION of the recommendations of the Downtown Parking Advocacy Committee-Enforcement Work Group, as listed:

- a. Extend Days and Hours of parking enforcement

- b. Expand downtown time limited parking to 3 hours
- c. Change in fine structure

Chief Pijanowski voiced recommendations by the Downtown Parking Advocacy Committee. Chief Pijanowski discussed the recommendation to extend parking enforcement to include Saturdays. The Committee discussed the need to get further input from affected merchants and voiced concerns over the Saturday enforcement. Chief Pijanowski discussed plans to relocate 10 hour parking meters to different locations and using a Park Mobile App.

ITEM 6. STAFF COMMENTS

Chief Pijanowski discussed continued negotiations with the County over parking at the County Courthouse.

ITEM 7. COMMITTEE COMMENTS

Mr. Jones informed staff that he sees an improvement with the traffic calming measures used on Beuhler Drive.

ITEM 8. ADJOURNMENT

Motion: Mr. Jones moved to adjourn the meeting. The Parking and Safety Committee Meeting adjourned at 7:59 p.m.

Kent Shafer, Chairman

Elaine McCloskey, Clerk

**AGENDA
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Resident
261 E. Winter St
Delaware, OH 43015

November 9, 2017

Dear Resident,

Members of city staff recently met to discuss items of concern for the upcoming Parking and Safety Committee meeting. One issue that was brought to our attention was the parking on the West side of Channing St. between E. Winter St. and E. Central Ave during school hours, particularly during drop off and pick up time. Cars parking on the West side of Channing obstruct the street and tend to cause a traffic hazard.

As the remodeling of Conger School included a parking lot that can be used for school visits, city staff will be recommending that parking be restricted on the West side of Channing St., between E. Winter Ave. and E. Central Ave. between the hours of 7AM and 4 PM.

You are the only house that appears to be impacted by this chance. You are invited to provide comment at the meeting, which will be on November 20, immediately after the City Council organizational meeting, which starts at 7 PM. If you cannot be at the meeting but would like to comment, please feel free to call me at 740-203-1101, or email me at bpijanowski@delawareohio.net. If there are other neighbors that you feel will be impacted, please feel free to give them my name and number so that they may contact me as well.

Please don't hesitate to call if you should have any questions or concerns.

Sincerely,

Bruce Pijanowski
Chief of Police

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Julie Elke

From: Bruce Pijanowski
Sent: Wednesday, September 13, 2017 4:22 PM
To: Julie Elke
Subject: FW: No parking zone
Attachments: signature_Unknown; ATT00001.htm

A follow up email for the Channing St. P&S item.

Work Hard; Train Hard; Be Safe; Be the Best,

Bruce Pijanowski, C.L.E.E.
Chief of Police
Delaware Police Department
70 N. Union St.
Delaware, OH 43015
(740) 203-1101

From: John Laudeman
Sent: Wednesday, September 13, 2017 3:58 PM
To: Bruce Pijanowski
Subject: FW: No parking zone

Chief,

See below. I forgot to mention I noticed the issue during Conger release time, when parents like to park there rather than use the new lot. There is a curb on the west side of Channing that prevents cars from pulling off the roadway to park. The east side of Channing has an easement between the roadway and the sidewalk so parking on that side is not an issue since the cars can get all the way off the road. I understand some streets are designed not have two way traffic at all times, but this area of Channing is especially problematic and there's no excuse with the abundance of parking spots in the new lot.

OFC Laudeman #84
Delaware Police Department
70 N. Union St.
Delaware, OH 43015
740-203-1111 ext 2166
Fax: 740-203-1198



20

From: Shawn Snead
Sent: Wednesday, September 13, 2017 3:48 PM
To: Juston Herning
Cc: Adam Willauer; John Laudeman
Subject: Fwd: No parking zone

Could you please forward this to the Chief for the Parking Committee.

Sgt. Shawn N. Snead
Delaware City Police Department
Patrol Division
70 N. Union St.
Delaware Ohio 43015
740.203.1164 (Desk)
740.293.1111 (Dispatch)

Begin forwarded message:

From: John Laudeman <jlaudeman@delawareohio.net>
Date: September 13, 2017 at 3:32:36 PM EDT
To: Shawn Snead <ssnead@delawareohio.net>, Adam Willauer <awillauer@delawareohio.net>
Subject: No parking zone

What does it take to establish a no parking zone/signs? The West side of Channing between Winter and Central should prob be a no parking zone since the street isn't wide enough for traffic both ways when cars are parked there. I kindly pointed out to several cars parked there that there were plenty of open spots in the new parking lot that would not hinder traffic flow.

OFC Laudeman #84
Delaware Police Department
70 N. Union St.
Delaware, OH 43015
740-203-1100 ext 2166
Fax: 740-203-1198

This message may contain confidential and/or proprietary information and is intended for the person/entity to whom it was originally addressed. Any use by others is strictly prohibited.

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de

Julie Elke

From: Bruce Pijanowski
Sent: Wednesday, September 13, 2017 4:19 PM
To: Julie Elke
Subject: FW: No parking zone
Attachments: signature_Unknown; ATT00001.htm

Can you put this on the next P&S pre-meeting agenda?

Thanks,

Bruce Pijanowski, C.L.E.E.
Chief of Police
Delaware Police Department
70 N. Union St.
Delaware, OH 43015
(740) 203-1101

From: Juston Herning
Sent: Wednesday, September 13, 2017 4:05 PM
To: Bruce Pijanowski
Subject: FW: No parking zone

Now that the parking lot is open, is this something that can be revisited or should be revisited? Is the new parking lot for faculty only?

From: Shawn Snead
Sent: Wednesday, September 13, 2017 3:48 PM
To: Juston Herning
Cc: Adam Willauer; John Laudeman
Subject: Fwd: No parking zone

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**CITY OF DELAWARE
PARKING & SAFETY PRE-MEETING
AGENDA**

**DELAWARE POLICE DEPARTMENT
70 NORTH UNION ST.
2:00 P.M.**

RESULTS

PRE - MEETING

January 28, 2015

1. DISCUSSION

A. Channing St. "No Parking Zone" --- Across from Conger Elementary School. Matt advised staff that this topic does not need any further discussion and is being resolved through the school's administration future parking plans. This item will not remain on the agenda.

B. The Silversmith Dilemma: "No Parking Zone Inconsistency in Subdivisions." Matt advised that neighborhoods will begin to review sign clutter, proper signage placement and parking situations Ward by Ward. With the lack of funding available, improvements will only be resolved on a case by case situation. This item will not remain on the agenda.

C. Speed Limit for the Conversion of Private Roadway between Applegate Lane and Willow Run at Schultz Elementary to a Public Street. With the recent building and road improvements at Schultz Elementary, changes have occurred. School zone signs (20 mph) will be installed at each end of the newly opened Willow Run, as well as Applegate Lane. Members of the committee also discussed that "No Parking" signage will be installed on both sides of the street that extends between these two roads leading up to the school. This item will not remain on the agenda.

D. Stop Sign Update per Council Meeting Agenda Item from January 12, 2015. Chief Pijanowski informed the committee that this topic of discussion at the Council Meeting does not need further discussion at the Parking & Safety Meeting; therefore this item will not remain on the agenda.

**AGENDA
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**MEMORANDUM OF UNDERSTANDING
FOR THE USE OF DELAWARE COUNTY PARKING FACILITIES**

ARTICLE 1 – PREAMBLE

This MOU is entered into this ____ day of _____, 2017, by and between the Delaware County Board of Commissioners (“County”), whose address is 101 North Sandusky Street, Delaware, Ohio 43015, and the City of Delaware (“City”), whose address is 1 South Sandusky Street, Delaware, Ohio 43015 (hereinafter collectively the “Parties”).

ARTICLE 2 – PURPOSE

The purpose of this MOU is to provide for the conditions on which the County shall permit use of its parking facilities by the general public, furthering the City’s goals to provide for sufficient parking in the downtown business district.

ARTICLE 3 – TERM

This MOU shall take effect immediately upon the ratification of all of the Parties hereto and shall continue in effect for a period of one year, unless earlier terminated in accordance with this MOU. The Parties mutually agree to meet prior to expiration of this MOU to review the MOU and consider the renewal thereof.

ARTICLE 4 – CONSIDERATION

The Parties mutually acknowledge and agree that the purpose of this Agreement furthers the interests of public convenience and welfare by providing for safe, secure, and adequate parking for use by the general public. Therefore, the Parties agree that no monetary compensation shall be provided under this Agreement.

ARTICLE 5 – PARKING FACILITY USE

The County shall permit the general public to use its parking facilities as follows:

- A. The open surface lots that primarily serve as parking for the Rutherford B. Hayes Services Building shall be designated as available to the general public.
- B. The open surface lot on Court Street west of the Carnegie Building shall be designated as available to the general public after 5:00PM on weekdays and any time on weekends and county holidays.
- C. The City hereby acknowledges that the County is, through the construction of the Delaware County Judicial Center, increasing the total number of parking spaces available to serve the County facilities and in excess of the number required by City codes.
- D. The County shall consider the impact on traffic in the alley when assigning parking spaces on level 200 as to minimize the volume of traffic at one time. The County shall consider parking County owned vehicles on level 200 to reduce high volume of traffic.

ARTICLE 6 – LIABILITY

Each Party agrees to be liable for the negligent acts or negligent omissions by or through itself, its employees, agents, and subcontractors. Each Party further agrees to defend itself and pay any judgments and costs arising out of such negligent acts or omissions, and nothing in this MOU shall impute or transfer any such liability from one to the other.

ARTICLE 7 – INSURANCE

Each Party shall be individually responsible for insuring itself against any loss, and the other Party shall not be held responsible, whether through subrogation or otherwise, for any loss suffered as a result of this MOU.

ARTICLE 8 – TERMINATION

Either Party may terminate this MOU for convenience upon providing sixty (60) days written notice of termination to the other Party.

ARTICLE 9 – DISPUTE RESOLUTION

The Parties agree to submit any disputes arising under this MOU to informal direct negotiations. If a resolution cannot be reached by direct negotiations, any Party may take any action authorized by law to resolve the dispute, but the Parties agree to engage in good faith negotiations prior to any formal legal or administrative action.

ARTICLE 10 – MISCELLANEOUS

A. SEVERABILITY

If any item, condition, portion, or section of this MOU or the application thereof to any person, premises, or circumstance shall to any extent, be held to be invalid or unenforceable, the remainder hereof and the application of such term, condition, provision, or section to persons, premises, or circumstances other than those as to whom it shall be held invalid or unenforceable shall not be affected thereby, and this MOU and all the terms, conditions, provisions, or sections hereof shall, in all other respects, continue to be in full force and effect.

B. ENTIRE AGREEMENT

This Agreement shall constitute the entire understanding and agreement among the Parties, shall supersede all prior understandings and agreements relating to the subject matter hereof, and may only be amended in writing with the mutual consent and agreement of the Parties.

Date: _____

On Behalf of the

Delaware County Board of Commissioners:

City of Delaware:

Ferzan Ahmed, County Administrator

R. Thomas Homan, City Manager

Approved as to Form:

Approved as to Form:

Delaware County Prosecuting Attorney

Delaware City Attorney

**AGENDA
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Minutes

Members present: Scott Gordon, George Mantzoros, Patrick Bailey, Kelsey Scott, Jeff Benton, Don Claar, and Bruce Pijanowski. (Holly Quaine via email)

1. Brief introduction of efforts and results to date.
 - a. Increase in fines, addition of boot, parking permit modifications

2. Discussion
 - a. Downtown parking meters
 - i. Check on direction from Council regarding timing
 - ii. Will remain as a continuing topic of discussion and research
 - b. Current metered parking
 - i. Hourly cost – consider raising
 - ii. Smart Meters - App for electronic payments
 - c. Ticket costs - \$40 for first time violation; can we lower and add enhancements; need to adjust the fine structure and increase meter fines.
 - d. Demand based pricing – mix of opinions
 - e. Hours of enforcement – general agreement to extend hours

3. Next Meeting – July 17, 2017 at 6:00 PM at the Delaware Police Department
 - a. Days and Hours of enforcement
 - b. Meter Rates
 - c. Presentation and discussion of converting current meters to smart meters

Topics for future discussion: Downtown Meters, Fine structure

Minutes

Present: Scott Gordon, George Mantzoros, Patrick Bailey, Kelsey Scott, Jeff Benton, Don Claar, and Bruce Pijanowski. (Holly Quaine absent, comments provide via phone call)

A. Discussion

1. Extend hours of time restricted parking; meter enforcement
 - a. Draft ordinance distributed, and discussion regarding extended hours. Viewed as beneficial, especially after 5:30 PM, when many parkers park and stay for the night.
 - b. Some businesses might choose to stay open to 8 PM if this was enacted. Will need to watch impact on The Strand
 - c. Pat discusses his Michigan vacation, and many lake towns he visited. All but one had .25 per hour meter rate, with a 3 hour limit. Also discussed how streets were metered and lots were time limited.
 - d. Per Kelsey, many downtown owners are against extended hours of enforcement. Potentially just need to see any benefit of the change. Also one of Holly's concerns – viewed as too punitive.
 - e. Consensus to recommend expanded hours of 8 AM to 8 PM on weekdays, and 10 AM to 8 PM on Saturday.
 - i. Additional recommendation to expand time limit to 3 hours.
 - ii. Expanded enforcement and 3 hour minimum recommendation will be packaged together after committee members solicit feedback for next meeting.
 - f. Final suggestion for parking information to be developed and distributed to educate on the changes. Kelsey is currently working on a similar project.
 2. Adjust / Increase meter rates / Park Mobile Presentation – Park Mobile (smart phone app that will work with current meters) presentation prior to discussion of hourly rates to make sure we consider transaction fees.
 - a. Recommendation to maintain .25 per hour, but eliminate the 12 and 24 minute options. Run as one year pilot.
 - b. Recommendation to implement Park Mobile or similar solution.
 - i. PD will check with Park Mobile to determine how paid spaces are known to parking enforcement. Checking every metered space might be time consuming if it is on a space by space basis.
 - c. Look at potential for demand based pricing after Park Mobile is implemented.
- B. Distributed Cost-Revenue Parking Analysis (by Nazek Habtfha) for smart meter discussion at next meeting.

C. Topics for next meeting:

1. Fine Structure
2. Monthly Permits / Tenant Permits
3. Smart Meters

Pending items:

Next Meeting: Aug 7, 2017 @ 6 PM

MINUTES

Members Present: Bruce Pijanowski, Don Claar, George Mantzoros, Patrick Bailey, Jeff Benton, Scott Gordon.

1. Review of Previous Meeting

- a. Days and Hours of Operation / Expanded limit to 3 hours
 - i. Discussion confirming the decision on the recommendation for days and hours of enforcement. We also had a brief discussion about changing the limit from 2 hours to 3 hours. According the MKSK, the average stay was less than three hours, and the new 3 hour limit will benefit those that tend to overstay due to extended visits. Pat Bailey also observed that Marysville uses block signage to indicate the parking limits on each block, and each block might be different.
- b. Parking Meter Rates
 - i. Discussion confirming the decision on the recommend elimination of the 12 and 24 minute option, and just offer one hour for \$.25.
- c. Park Mobile
 - i. Brief update regarding the Park Mobile App. The contract is currently being reviewed and will continue to proceed.
- d. Parking Information – #delawhere2park
 - i. Provided information that the recommendation to provide employee info for downtown businesses is included in part of the communications plan. Showed the group the #delawhere2park campaign.

2. Discussion

- a. Fine Structure
 - a. Lengthy discussion regarding the cost of meter fines vs. over limit fines, as well as the effect the \$40 ticket has accomplished. There was back and forth on what was too much, and what made it too easy for the violators to continue to park illegally. No clear consensus, but all agreed that we should provide two options – 1. \$25 fine for either over time or over limit, or 2. Maintain the \$40 fine for over limit, and go to \$20 for over time.
- b. Monthly Permits / Tenant Permits /10 hour meter locations in lots
 - a. We started this discussion, and recognize the issue of the 10 hours meters in the lots, particularly E. Winter and N. Franklin. Discussion revolved around what to do with if we remove the 10 hour meters – relocate them or just reduce the overall number of 10 hour meters available. Commissioner Benton questioned if we could turn N. Franklin one way, and allow parking on the W. side of the

street which could then be used to expand the availability. This item was continued, and the group will solicit feedback on this issue, and whether we should relocate or just reduce the number of 10 hour meters.

3. Smart Meter Technology /Downtown meters– Time did not allow, but we briefly discussed the issue of downtown meters and the fact that this was identified as a long term item.

Pending topics for next meeting:

1. 10 hour parking in lots
2. Downtown Meters

Next Meeting: September 11, 2017 6 PM

353.04. - Hours and days of operation.

Parking meters shall control the use of metered parking spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~5:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays, **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY.** Authorized signage shall control free time limit spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~6:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY** except for authorized signage limiting parking to ~~eight~~ **TEN** hours or more which shall control free time limit spaces in the downtown area between the hours of ~~9:00~~ **8:00** a.m. and ~~9:00~~ **8:00** p.m. on Mondays, Tuesdays, Wednesdays, Thursdays, ~~and~~ Fridays **AND BETWEEN THE HOURS OF 10:00 A.M. AND 8:00 P.M. ON SATURDAY .**

Metered parking spaces and signed free parking spaces shall not be controlled by parking meters during hours other than those herein set forth, on ~~Saturdays~~, Sundays, legally recognized City, State and Federal holidays and such other days as may be designated.

Nothing in this chapter shall supersede regulations that apply to handicapped parking spaces, taxi zones or loading zones as set forth in these Codified Ordinances.

~~{Ord. 98-105. Passed 11-23-98}~~

353.06. - Parking meter rates.

The rates for the use of parking meter spaces are:

~~(a) Five cents (\$0.05) for 12 minutes of parking;~~

~~(b) Ten cents (\$0.10) for 24 minutes of parking;~~

~~(c) (a) Twenty-five cents (\$0.25) for each one hour of parking;~~

~~(d) (b) Any combination of nickels, dimes and quarters for the maximum period of the parking meter.~~

~~(Ord. 06-04. Passed 1-23-06)~~

Parking Fees – Permits, Tickets, Boot removal - CURRENT

353.06	Parking Permits	\$25.00 a month except for the East William Street metered lot (lot #4), which is \$20.00 a month.
351.99, 351.04	Parking Tickets	<p>\$7.00 over time if paid by midnight (meter)</p> <p>\$10.00 over time if not paid by midnight</p> <p>\$40.00 over limit (2 hour parking)</p> <p>\$25.00 parking in prohibited spot</p> <p>\$25.00 parking outside of lines</p> <p>If the vehicle has accumulated three tickets (over time, over limit, prohibited spot) in 30 days or five or more tickets in 60 days, the ticket <i>fee</i> will be doubled.</p> <p>\$250.00 Handicapped parking violation, first violation</p> <p>\$300.00 Handicapped parking violation, second violation</p> <p>\$500.00 Handicapped parking violation, third and subsequent violations</p> <p>\$20.00 late <i>fee</i> for tickets over 30 days old</p> <p>\$5.00 billing <i>fee</i></p>
	Boot Removal	Payment of all unpaid tickets plus \$100 <i>fee</i> .