



CITY OF KIRKLAND
Department of Public Works
123 Fifth Avenue, Kirkland, WA 98033 425.587.3800
www.kirklandwa.gov

MEMORANDUM

To: Kurt Triplett, City Manager

From: Tami White, Parking Coordinator
Ray Steiger, P.E., Public Works Director

Date: November 30, 2012

Subject: Downtown Pay Parking Station Shelters – Authorize Purchase

RECOMMENDATION:

It is recommended that City Council authorize the use of \$5,000 from the parking reserve fund so that staff may proceed with the purchase and installation of two shelters for Downtown Pay Parking Stations as manufactured by Parking Booth Company, Inc.

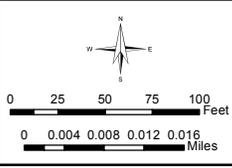
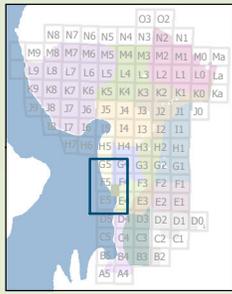
BACKGROUND DISCUSSION:

At their July 3, 2012 meeting, City Council requested that staff proceed with the exploration of various means of providing an improved experience for patrons using the City's pay stations. Staff has installed two new VenTek pay stations, one at the Lake and Central lot, and one at the Marina lot (Attachment A). The new stations have proven to be faster than the previous stations. During the trial period, public feedback has been generally favorable and all the issues raised by the public and by staff have been addressed. A larger font size on the pay receipt is being implemented by the VenTek company, since that was one of the drawbacks noted by enforcement personnel. If the revised font size is acceptably implemented, VenTek will become the preferred model.

A second enhancement to the pay stations that was requested by City Council was weather protection shelters. Staff has contacted a number of vendors and reviewed styles of available shelters (Attachment B), and based on cost, style, and availability, is recommending purchase of shelters provided by Parking Booth Company, Inc. Delivered, the shelters are estimated to cost \$1,597.50 per unit. With City staff installation, total cost per station is estimated to be approximately \$2500/unit. Funds are currently available in the parking reserve fund, and with City Council approval the shelters can be ordered and installed during the next two months.

Attachment A: VenTek pay station locations
Attachment B: Shelter examples considered by Staff
Attachment C: Fiscal note

Proposed Parking Pay Station Shelters



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Date Saved: 12/3/2012 5:35:32 PM



Proposed Shelter



FISCAL NOTE

CITY OF KIRKLAND

Source of Request							
Ray Steiger, Public Work Director							
Description of Request							
Request for funding of \$5,000 from the Off-Street Parking Reserve for the purchase and installation of two shelters for Downtown Pay Parking Stations as manufactured by Parking Booth Company, Inc.							
Legality/City Policy Basis							
Fiscal Impact							
One-time use of \$5,000 of the Off-Street Parking Reserve. The reserve is able to fully fund this request.							
Recommended Funding Source(s)							
Reserve	Description	2012 Est End Balance	Prior Auth. 2011-12 Uses	Prior Auth. 2011-12 Additions	Amount This Request	Revised 2012 End Balance	2012 Target
	Off-Street Parking Reserv	110,716	0	0	5,000	105,716	N/A
	2011-12 Prior Authorized Use of this reserve: \$1,380 for a downtown parking pay station pilot project.						
Revenue/Exp Savings							
Other Source							
Other Information							

Prepared By	Tammy McCorkle, Budget Analyst	Date	December 4, 2012
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