

## AGENDA ITEM SUMMARY

July 21, 2015

City Council

### STAFF

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Mark Jackson, PDT Deputy Director

### SUBJECT

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Second Reading of Ordinance No. 076, 2015, Appropriating Unanticipated Revenue into Parking Fund for Parking Enforcement Services at the Harmony Transfer Center.

### EXECUTIVE SUMMARY

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This Ordinance, unanimously adopted on First Reading on July 7, 2015, appropriates funds received from the Colorado Department of Transportation (CDOT) to provide daily parking enforcement at the Harmony Transfer Center (Park and Ride). All costs for this parking enforcement are borne by CDOT. The City will provide parking enforcement for CDOT's new interregional bus service, "Bustang", once a notice to proceed is received from CDOT. No physical expansion of the Harmony Transfer Center Park and Ride is planned at this time.

### STAFF RECOMMENDATION

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Staff recommends adoption of the Ordinance on Second Reading.

### ATTACHMENTS

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1. First Reading Agenda Item Summary, July 7, 2015 (PDF)
2. Ordinance No. 076, 2015 (PDF)

## AGENDA ITEM SUMMARY

July 7, 2015

City Council

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### STAFF

Mark Jackson, PDT Deputy Director

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### SUBJECT

Items Relating to Parking Enforcement at the Harmony Transfer Center.

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### EXECUTIVE SUMMARY

- A. Resolution 2015-060 Authorizing the Execution of an Intergovernmental Agreement Between the City and the Colorado Department of Transportation to Provide Parking Enforcement at the Harmony Transfer Center Park and Ride.
- B. First Reading of Ordinance No. 076, 2015, Appropriating Unanticipated Revenue into Parking Fund for Parking Enforcement Services at the Harmony Transfer Center.

The purpose of this item is for the City of Fort Collins to enter into a funding agreement with Colorado Department of Transportation (CDOT) to provide daily parking enforcement at the Harmony Transfer Center (Park and Ride). All costs for this parking enforcement are borne by CDOT. This agreement allows the City to provide parking enforcement for CDOT's new interregional bus service, "Bustang", once a notice to proceed is received from CDOT. No physical expansion of the Harmony Transfer Center Park and Ride is planned at this time.

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### STAFF RECOMMENDATION

Staff recommends adoption of the Resolution and the Ordinance on First Reading.

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### BACKGROUND / DISCUSSION

CDOT seeks to contract with the City of Fort Collins to provide daily (seven days per week) parking enforcement at the Harmony Transfer Center Park and Ride. All costs for this parking enforcement are borne by CDOT. CDOT recently changed the Park and Ride to a daily use lot (24 hour or less) to ensure adequate daily parking capacity for its new interregional bus service that begins on July 13, as well as other daily users such as carpools and vanpools.

The Colorado Department of Transportation (CDOT) owns and operates the Harmony Transfer Center, located just west of the I-25/Harmony Road interchange. The Harmony Transfer Center includes daily use parking for 250 users (24 hours or less), private shuttle pick up and drop off, and bus bays for Bustang interregional bus service and Transfort local bus service. The City of Fort Collins maintains the Harmony Transfer Center (cleaning, snow removal, trash, pavement maintenance) through a 1998 Intergovernmental Agreement (IGA) with CDOT.

CDOT is launching a new interregional bus service (Bustang) on July 13, 2015. Bustang will provide express weekday service from Northern Colorado to the downtown Denver Union Station. The Harmony Transfer Center is the northern terminus of the Bustang route. In order to ensure adequate parking capacity for Bustang riders and other daily users such as VanGo, CDOT changed the Harmony Transfer Center Park and Ride to a daily use lot on June 1, 2015, eliminating long term parking. CDOT has regulatory authority over the Harmony

Transfer Center, but not enforcement authority. In order to ensure adequate capacity for all day users, CDOT has asked the City of Fort Collins to provide parking enforcement at the Park and Ride.

### **Parking Enforcement Proposal**

Under terms of this agreement, the City of Fort Collins Parking Services Department will provide daily (seven days per week) enforcement. Initial enforcement will be manual and require an additional parking service officer (0.75 contract position) to be paid for by CDOT. CDOT and the City will monitor and subsequently reassess enforcement strategies in fall 2015, when there is more information about scope and scale of enforcement needs at the facility. Future Harmony Transfer Center Park and Ride enforcement may include CDOT investment in automated license plate recognition technology (LPR) similar to that used currently by the City in downtown enforcement areas.

Parking enforcement at the Harmony Transfer Center will be similar to that in downtown Fort Collins.

Two sections of the Traffic Code will be the primary focus of the enforcement efforts:

- Code 1204(6)(a) Block face or public parking lot time restriction. Code 1204(6) provides accumulating fines for overtime.
- Code 1801(a)(II) Abandoned vehicle on public property after 48 hours.
- Enforcement of both Sections runs concurrently.

### **Enforcement of public parking lot time restriction (1204)**

- The lot will be signed in a way similar to the downtown overtime block-face rule. The Park and Ride would have an accumulating fine structure should the same vehicle subsequently violate the 24 hour rule.
- The escalating fine process will reset if the vehicle goes six months without a violation.

### **Current Fine Structure (1204)**

- First violation (warning) \$0
- Second violation \$10 (48 hours initiates the abandoned vehicle towing process)
- Third violation \$25 (impacts repeat offenders)
- Fourth violation \$50 (impacts repeat offenders)

### **Enforcement of 48 hour abandoned vehicle code (1801)**

- 1st violation after 24 hours - warning with “oops” card informing of lot rules (same timing as initial parking lot restriction violation).
- 2nd violation after 48 hours -citation (see above) and tow tag giving 48 hour notice to move or vehicle will be towed.
- Approximately 96 hours - vehicle towed at owner's expense.
- Note: per statute, the City cannot deviate from this process and time constraints.
- Still a valuable deterrent when word gets out about active enforcement.

The proposed agreement has a built-in 90 day review period, but thereafter is annual and renewable by either party.

### **Environmental Considerations**

CDOT initially discussed expanding the Park and Ride footprint further north as depicted in the North I-25 Environmental Impact Statement, but has since put those plans on hold, instead opting to see if the parking enforcement strategy provides adequate capacity for daily users. Efficient use of the Park and Ride will encourage transit use, carpooling and vanpooling on I-25, benefiting the region from air quality and congestion perspectives.

**CITY FINANCIAL IMPACTS**

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All costs incurred by Parking Services for the enforcement of this Park and Ride will be the responsibility of CDOT. City of Fort Collins Parking Services will invoice CDOT monthly for services rendered. Upfront costs for equipment and vehicles will be reimbursed by CDOT as well. Initial cost estimates include:

**Phase 1: Manual enforcement initial phase**

**Ongoing (annual costs)**

Phase 1 costs will include all personnel costs, equipment, vehicle expenses, all materials and supplies and any payments made directly to vendors.

**One-time costs (upfront)** (billed to CDOT as they are incurred)

One-time costs include items such as a phone, badge, handheld/printer device for the officer, percentage of vehicle purchase and custom reporting to track CDOT data.

<b>Total Estimated Annual Costs:</b>	<b>\$57,000</b>
<b>Total Estimated One-time Costs:</b>	<b>\$18,000</b>
<b>TOTAL Phase 1 Implementation Costs</b>	<b>\$75,000</b>

**Phase 2: (Optional Fixed License Plate Recognition technology)**

**Note: CDOT will wait for initial implementation phase results and then decide if it wishes to invest in LPR technology in the future.**

Should CDOT decide to invest in Fixed License Plate Recognition (LPR) technology in the future, the City of Fort Collins will assist in product selection to ensure compatibility with other City parking enforcement technology. Costs of technology will be paid directly to vendors by CDOT. Estimated costs for direct CDOT expenses to purchase the LPR technology would be approximately \$64,000 with some ongoing data plans and utility costs to be paid by CDOT. The City's estimated annual costs would continue to be billed to CDOT.

CDOT will provide up to \$100,000 per year via its FASTER grant funds. All costs are estimates at this point.

**Notes**

- All costs to enforce parking at the Harmony Park and Ride are to be assumed by CDOT.
- Revenues from 24 hour violation citations will be applied to enforcement costs.
- Enforcement options will be reviewed at the end of the initial implementation period.
- Enforcement program effectiveness and cost structure to be reviewed and updated annually (or at a time period agreed to by both parties) by CDOT and the City

**BOARD / COMMISSION RECOMMENDATION**

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Prior CDOT plans to physically expand the Harmony Transfer Center Park and Ride were discussed with the Transportation Board and Land Conservation Stewardship Boards. Neither Board supported physical expansion at this time; both Boards urged other, less impactful alternatives, including parking enforcement.

**PUBLIC OUTREACH**

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Key stakeholders continue to be involved throughout the process. This includes local private shuttle carriers (Super Shuttle and Green Ride) as well as the VanGo commuter van service. CDOT also launched a comprehensive public outreach plan to alert riders to the Bustang service as well as the new daily parking restrictions at the Harmony Transfer Center. The City's Communications (CPIO) department is assisting with links to CDOT information on fcgov.com and social media.

COPY

ORDINANCE NO. 076, 2015  
OF THE COUNCIL OF THE CITY OF FORT COLLINS  
APPROPRIATING UNANTICIPATED REVENUE INTO PARKING FUND FOR PARKING  
ENFORCEMENT SERVICES AT THE HARMONY TRANSFER CENTER

WHEREAS, the Colorado Department of Transportation (CDOT) owns and operates the Harmony Transfer Center located west of the Interstate 25 and Harmony Road interchange; and

WHEREAS, the City maintains the Harmony Transfer Center via an intergovernmental agreement with CDOT; and

WHEREAS, the Harmony Transfer Center encourages ride-sharing and transit use, contributing to congestion relief and improved air quality in Fort Collins and the Northern Colorado region; and

WHEREAS, on July 13, 2015, CDOT will begin regional bus transit service via Bustang, a state-owned and operated bus system that connects Colorado cities along I-25 and I-70 to downtown Denver; and

WHEREAS, the Harmony Transfer Center will serve as the northernmost hub for Bustang; and

WHEREAS, CDOT changed the operation of the Harmony Transfer Center parking facilities on June 1, 2015, to daily use to ensure adequate parking capacity for regional transit riders as well as carpool and vanpool users; and

WHEREAS, the City Council has approved Resolution 2015-060, approving an Intergovernmental Agreement pursuant to which the City will enforce parking laws at the Harmony Transfer Center in exchange for an annual amount from CDOT not to exceed \$100,000; and

WHEREAS, the estimated cost of enforcement for the remainder of 2015 is \$50,000; and

WHEREAS, all costs for these parking enforcement services will be borne by CDOT and invoiced by the City; and

WHEREAS, Article V, Section 9, of the City Charter permits the City Council to make supplemental appropriations by ordinance at any time during the fiscal year, provided that the total amount of such supplemental appropriations, in combination with all previous appropriations for that fiscal year, does not exceed the current estimate of actual and anticipated revenues to be received during the fiscal year; and

WHEREAS, City staff has determined that the appropriation of the revenue as described herein will not cause the total amount appropriated in the Parking Fund to exceed the current estimate of actual and anticipated revenues to be received in that fund during any fiscal year; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF FORT COLLINS that there is hereby appropriated for expenditure from unanticipated revenue in the Parking Fund the sum of FIFTY THOUSAND DOLLARS (\$50,000) for parking enforcement services at the Harmony Transfer Center during 2015.

Introduced, considered favorably on first reading, and ordered published this 7th day of July, A.D. 2015, and to be presented for final passage on the 21st day of July, A.D. 2015.

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Mayor

ATTEST:

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City Clerk

Passed and adopted on final reading on the 21st day of July, A.D. 2015.

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Mayor

ATTEST:

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City Clerk