

ADMINISTRATIVE ORDER NO. 53-24-05
of the
City Manager of the City of Eugene

**REGARDING THE OPPORTUNITY TO COMMENT ON A PROPOSAL
TO ADOPT A TEMPORARY FEE ORDER TO INSTITUTE FEES FOR
EVENT VISITOR PERMIT PARKING IN THE TEMPORARY TRACK &
FIELD EVENT PARKING DISTRICT AND PROVIDING FOR
AUTOMATIC REPEAL OF THOSE FEES.**

The City Manager of the City of Eugene finds as follows:

A. Pursuant to Section 2.020 and Chapter 5 of the Eugene Code, 1971 (EC), the City Manager has adopted the City’s Parking Fee Schedule (the Fee schedule). The current Fee Schedule was adopted on June 6, 2022, by Administrative Order No. 53-22-02-F.

B. Notwithstanding the adopted Parking Fee Schedule, I intend to adopt a temporary fee order to institute temporary fees as set forth in the Notice attached as Exhibit A to this Order.

C. Adoption of the temporary fee order is necessary to complement the formation of the Temporary Track & Field Event Parking District (“the Temporary District”) which I am proposing to better manage parking issues during the 2024 U.S. Olympic Team Trials – Track & Field event. The Temporary District will be established by Administrative Order No. 53-24-04 and is depicted on the boundary map attached as Exhibit B to this Order. The Temporary District will provide for the issuance of event visitor parking permits in the Temporary District for the time period beginning at 12:01 a.m. on June 19, 2024, through 11:59 p.m. on June 30, 2024. Only event visitor parking permit holders will be allowed to park in the Temporary District between the hours of 7:00 a.m. and 11:00 p.m. Proposed Administrative Order No. 53-24-04 also provides that event visitors wishing to park in the Temporary District must pay event visitor parking permit fees as established in accordance with Section 2.020 and Chapter 5 of the Eugene Code, 1971.

D. In determining whether to adopt a fee for event visitor parking permits associated with the Temporary District, I have considered the applicable criteria of EC 2.020(2) and EC 5.055. (See Exhibit C.)

E. Based on my consideration of the factors listed above, I propose to adopt a temporary fee order setting fees for event visitor parking permits associated with the Temporary Track & Field Event Parking District as set forth in the Notice attached as Exhibit A to this Order.

On the basis of these findings, I order that:

1. A copy of this Order with its Exhibits shall be provided to the Mayor and City Councilors; and

2. A Notice substantially conforming to the Notice attached as Exhibit A and the boundary map attached as Exhibit B shall be made available to any persons who have requested such notice and shall be posted at two locations at City Hall.

Dated this 13th day of May, 2024.

MR

AB

jtp

Sarah Medary

Sarah Medary
City Manager

**NOTICE OF ADOPTION OF A TEMPORARY FEE ORDER
TO INSTITUTE FEES FOR EVENT VISITOR PERMIT PARKING
IN THE TEMPORARY TRACK & FIELD EVENT PARKING DISTRICT**

Pursuant to the provisions of Chapter 5 and Section 2.020 of the Eugene, Code, 1971, and as a result of an investigation of the revenue needs of the City in providing parking services, the City Manager of the City of Eugene is proposing to adopt a temporary fee order setting fees for event visitor parking permits associated with the Temporary Track & Field Event Parking District proposed by Administrative Order No. 53-24-04. The temporary fee order will take effect at 12:01 a.m. on June 19, 2024, and will automatically be repealed at 11:59 p.m. on June 30, 2024.

Proposed Temporary Fee Order

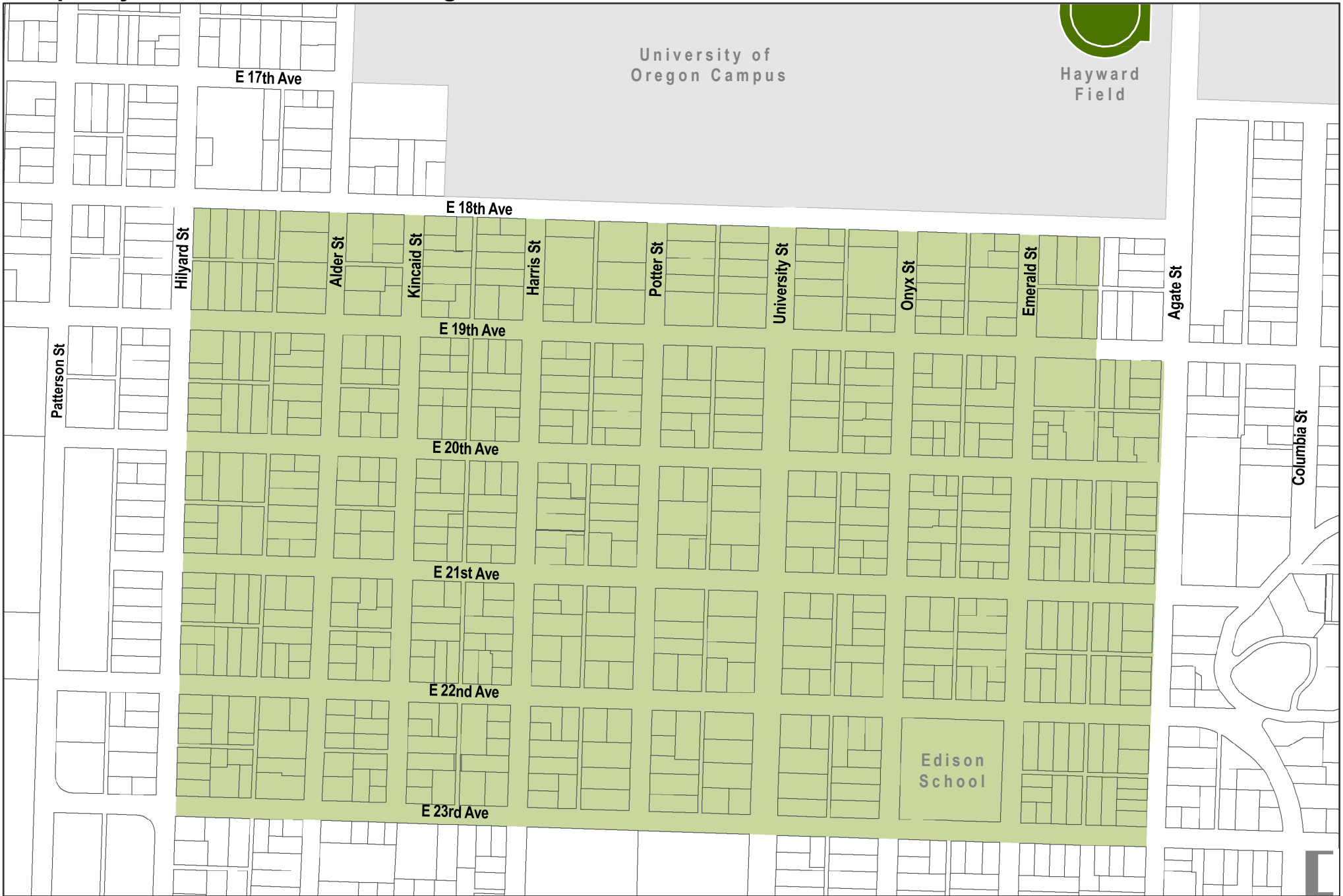
Notwithstanding the any other parking fees established by Administrative Order and applicable to the area established as the Temporary Track & Field Event Parking District by Administrative Order No. 53-24-04 and depicted on the boundary map attached hereto (Temporary District), the fee for an event visitor parking permit authorizing on-street parking in the Temporary District between the hours of 7:00 a.m. and 11:00 p.m. during the time period beginning at 12:01 a.m. on June 19, 2024, through 11:59 p.m. on June 30, 2024, is \$25.00 per day.

Comments on the proposed temporary order may be submitted in writing to Jeff Petry, Parking Services Manager, Planning & Development Department, 99 West 10th Avenue, Eugene, Oregon 97401, or via e-mail to parking@ci.eugene.or.us. To be considered, comments must be received within 15 days from the date of posting as indicated below. If the City Manager chooses to take action after considering the comments received, the temporary fee will be adopted by administrative order.

Sarah Medary, City Manager

Date of Posting: May 14, 2024.

Temporary Track & Field Event Parking District



 Temporary Track & Field Event Parking District

Caution: This map is based on imprecise source data, subject to change, and for general reference only.

CITY MANAGER' S FINDINGS

Investigation of Revenue Needs of Parking Services Pursuant to EC 2.020(2) and 5.055.

Pursuant to Sections 2.020(2) and 5.055 the City Manager has considered the following criteria in determining parking services fees:

2.020 City Manager - Authority to Set Fees and Charges.

- (2) Unless the city manager determines in writing that consideration of one or more of the following factors is irrelevant or inapplicable, in determining the amount of any such fee the city manager shall consider:

(a) **Applicable policies, enactments and directives of the council.**

Findings: The **Financial Management Goals & Policies (FMGP)** in the FY 2022 Adopted Budget provide the framework and direction for financial planning and decision making by the City Council, City Boards, Commissions and Committees, and City staff. They are designed to ensure the financial integrity of the City and a service delivery system that addresses the needs and desires of Eugene's citizens and policies are periodically updated to reflect changes in Council policy, legal and professional requirements, and changes in accepted industry practices. The City Council adopted the Financial Management Goals and Policies on April 8, 1996. Minor edits have occurred since initial adoption. These include approval of the Debt Issuance Guidelines on May 14, 2007, and the Unappropriated Ending Fund Balance Policy (B.7.) in July, 2007.

FMGP A. Resource Planning and Allocation Policies

Policy B.4. (Enterprise Funds)

Whenever financially feasible, business-type activities which receive their funding principally through user charges, will be established as Enterprise Funds if doing so will facilitate rate setting for cost recovery and provide information to determine the efficiency and effectiveness of operations.

The **Climate Recovery Ordinance** includes four goals:

1. Reduce community fossil fuel use by 50% of 2010 levels by 2030.
2. Reduce total community greenhouse gas emissions to an amount that is no more than the city of Eugene's average share of a global atmospheric greenhouse gas level of 350 ppm, which was estimated in 2016 to require an annual average emission reduction level of 7.6%
3. City of Eugene owned facilities and operations are to be carbon neutral by 2020, meaning no net release of greenhouse gas emissions.
4. Reduce the City of Eugene's use of fossil fuels by 50% compared to 2010 usage.

The proposed event visitor parking fee will provide additional resources for the Parking Enterprise Fund to work towards the Climate Recovery Ordinance goals by creating a Temporary Track & Field Event Parking

District (“the Temporary District”) abutting a large international event at Hayward Field.

(b) The amount charged by the city in the past.

Findings: The proposed event visitor parking fee is consistent with other fees, such as parking at nearby meters, and builds the current rate based on cost recovery needs.

(c) The full costs of providing the service supported by the fee.

Findings: The proposed event visitor parking fee is intended to offset the full cost of providing the event parking district and to mitigate parking in a neighborhood abutting a large event.

(d) The amounts charged by other comparable providers.

Findings: The City of Eugene’s Parking Services program operates a Parking Enterprise Fund that is responsible for the operations and maintenance of on-street parking system, the off-street parking system, and adjudication services. In Oregon, there is not a comparable municipal provider. However, the proposed rates are in line with the parking fees at the University of Oregon and downtown private parking operators.

(e) The revenue needs of the city as determined by the adopted city budget.

Findings: The proposed event visitor parking fee is intended to offset the expenses of the Temporary District.

Factors listed in (a) – (e) above that are irrelevant or inapplicable in determining the amount of the fees, if any, are listed here:

5.055 Criteria for Administrative Actions. The administrative action of the city manager or the manager’s designee shall be based upon consideration of:

(a) Traffic engineering principles and traffic investigations.

Findings: Not applicable.

(b) Standards, limitations, and rules promulgated by the Oregon Transportation Commission or the Oregon Public Utility Commission or their successors.

Findings: Not applicable.

(c) Other recognized traffic control standards.

Findings: The City will apply the Manual on Uniform Traffic Control Devices for size, type and location for temporary sign installation.

(d) The city's adopted transportation-related plans and policies.

Findings: The proposed event visitor parking fee is consistent with the following Goals, Policies, and Potential Actions in the Eugene 2035 Transportation System Plan, adopted by City Council on June 26, 2017.

Roadway and Parking Policies

Potential Actions for Roadway and Parking Policies

Requiring ongoing transportation demand management (TDM) for large attractions and employment centers at times and locations where such measures are necessary to reduce congestion or optimize limited parking.

TRANSPLAN TDM Policy #2 Parking Management Policy Definition/Intent states:

“Parking management strategies address both the supply and demand for vehicle parking. They contribute to balancing travel demand within the region among the various modes of transportation available. To promote parking equity in the region, consideration should be given to applying parking management strategies at a region-wide level, in addition to downtown centers.

It further identifies Parking Management Demand Strategy 2.2 “Shift free parking areas to paid parking where appropriate.”

The proposed event visitor parking fee associated with the Temporary District will provide vehicle demand management, including fewer vehicles seeking free parking in the neighborhood, per the described policies.

(e) Existing state and local laws regulating use of public ways.

Findings: The use of the City’s public ways for parking is regulated at the local level. EC 5.040(1)(h)(5) and EC 5.040(1)(p) establish authority to manage parking.

(f) The efficient use of the public way by the public.

Findings: The temporary modification of parking allowances on the streets are needed for more efficient use of the roadway for managing curbside parking during a large scale event.

(g) The use of abutting property.

Findings: Adequately serving the adjoining property owners and all roadway users was a critical consideration in the process of balancing everyday use of the right of way with peak parking loads very close to available supply. The proposed event visitor parking fee in conjunction with the Temporary District will maintain residential and visitor parking options and manage event parking demand.

(h) The intensity of use of the street by vehicles and pedestrians.

Findings: The City considered the conditions of the streets for the proposed event visitor parking fee and determined that the proposed fee will impact, or be affected by, the intensity of use of the street by vehicles and pedestrians. The proposed fee in conjunction with the Temporary District will maintain residential and visitor parking options and manage event parking demand.

(i) The physical condition and characteristics of the street and abutting property.

Findings: The abutting streets include designated parking spaces and the proposed fee does not change their status.

(j) Emergencies.

Findings: The proposed event visitor parking fee will not impact emergency response services.

(k) The public health, safety and welfare.

Findings: The proposed event visitor parking fee will not impact public health and safety.

(l) Special events of community interest including parades and public gatherings.

Findings: The proposed event visitor parking fee will assist in managing parking demand for a large event held near the Temporary District.

(m) Construction within or adjacent to the street.

Findings: Not Applicable

(n) When establishing conditions upon the use of parking in the public way and city-owned parking facilities:

1. Applicable and appropriate time limits.

Findings: The proposed event visitor parking fee will work in conjunction with the Temporary District's time limits to manage parking demand from the large event at Hayward Field.

2. The vehicle type and purpose.

Findings: The proposed event visitor parking fee will apply to all vehicles.

3. The relative, seasonal and special event demands for parking spaces within the areas of the requested parking.

Findings: The proposed event visitor parking fee will work in conjunction with the Temporary District to manage parking demand from the large event at Hayward Field.

4. The other public uses for the property.

Findings: The proposed event visitor parking fee will work in conjunction with the Temporary District to manage parking demand from the large event at Hayward Field.

5. The location and physical characteristics of the parking area or facility.

Findings: The proposed event visitor parking fee will work in conjunction with the Temporary District to manage parking demand for on-street parking in an existing residential parking area stemming from the large event at Hayward Field.

6. The demand for operating revenues, the costs of operations and enforcement.

Findings: The proposed event visitor parking fee is intended to offset the expenses associated with the Temporary District.

7. The use of parking regulations to promote city adopted goals and policies.

Findings: The proposed fee amendments is consistent with the following Goals, Policies, and Potential Actions in the Eugene 2035 Transportation System Plan, adopted by City Council on June 26, 2017.

Roadway and Parking Policies
Potential Actions for Roadway and Parking Policies

Requiring ongoing transportation demand management (TDM) for large attractions and employment centers at times and locations where such measures are necessary to reduce congestion or optimize limited parking.

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It further identifies Parking Management Demand Strategy 2.2 “Shift free parking areas to paid parking where appropriate.”

The proposed event visitor parking fee associated with the Temporary District will provide vehicle demand management, including fewer vehicles seeking free parking in the neighborhood, per the described policies.

8. Abuse by applicants of any parking-related permits.

Findings: The proposed event visitor parking fee in conjunction with the Temporary District will work with parking related permits and minimize potential abuses.

9. The impact on nearby commercial uses.

Findings: The proposed event visitor parking fee will not impact nearby commercial uses as there are on-street parking options abutting the commercial areas.

10. The ease of enforcing the provisions of this chapter.

Findings: The proposed event visitor parking fee can be enforced with existing staff resources.

11. The availability of other parking spaces.

Findings: The proposed event visitor parking fee does not impact the availability of other parking spaces and actively managed event parking demand.