

ADMINISTRATIVE ORDER NO. 53-24-06
of the
City Manager of the City of Eugene

**REGARDING THE OPPORTUNITY TO COMMENT ON A PROPOSAL
TO AMEND THE PARKING FEE SCHEDULE.**

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

A. Section 2.020 of the Eugene Code, 1971 (EC), authorizes the City Manager to determine and set fees and charges to be imposed by the City for services, goods, use of municipal property, and licenses and permits. Additionally, EC 5.040 authorizes the City Manager to impose conditions upon which City streets and other public property may be used for parking. EC 5.285(5) provides that charges for off-street parking facilities must be established by administrative action of the City Manager. EC 5.335(2) authorizes the City Manager to designate on-street parking meter zones, hourly rates, and time limitations by administrative action, subject to the minimum on-street parking meter rates in EC 5.335(1).

B. Pursuant to the above authority, on June 6, 2022, I issued Administrative Order No. 53-22-02-F establishing the current Parking Fee Schedule (“the Fee Schedule”).

C. In determining whether to amend the Fee Schedule, I have considered the applicable criteria of EC 2.020(2), 5.055 and 5.285(7). See Exhibit B.

D. Based on my consideration of the factors listed above, I propose to update the Fee Schedule as set forth in the Notice attached as Exhibit A to this Order.

On the basis of these findings, I order that a copy of this Order with its exhibits shall be provided to the Mayor and City Councilors, and a Notice substantially conforming to the Notice attached as Exhibit A shall be made available to any persons who have requested such notice and posted at two locations at City Hall.

Dated this 15th day of May, 2024.

MR

DB

jtp

S Medary

Sarah Medary
City Manager

NOTICE OF OPPORTUNITY TO COMMENT ON PROPOSED CHANGES TO THE PARKING FEE SCHEDULE.

Pursuant to the provisions of Sections 2.020, 5.040, 5.285(5), and 5.335(1) and (2) 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 is proposing to amend subsections 1, 2 and 3.3 of Section A of the Parking Fee Schedule effective June 1, 2024. Proposed deletions are shown in ~~red strikethrough~~ and proposed additions are shown underlined in blue.

The City Manager is proposing to amend subsections 1, 2 and 3.3 of Section A of the Parking Fee Schedule as follows:

A. MUNICIPAL PARKING DISTRICT:

	<u>Rates:</u>	
	<u>Monthly Rate</u>	<u>Rideshare</u>
1. Off-Street Parking - Permit Fees:		
Structures:		
Overpark, Lot 56	\$70.00	\$35.00
Broadway Place, South, Lot 55.....	\$60.00	n/a
Broadway Place, North, Lot 57.....	\$60.00	n/a
Pearl St., Lot 58.....	\$68.00	n/a
Parcade, Lot 59.....	\$60.00	\$30.00
Hult Center Garage, Lot 60.....	\$54.00	n/a
Library Garage, Lot 54.....	\$50.00	n/a
13th & Olive Garage, Lot 13.....	\$39.00	n/a
Surface Lots:		
<u>City Hall, Lot 4</u>	<u>\$60.00</u>	<u>n/a</u>
City Hall , 829 Pearl <u>St.</u> , Lot 53	\$60.00	n/a
Train Depot, Lot 61.....	\$100.00	n/a
Municipal Court, 1102 Lincoln, Lot 52	\$44.00	n/a
Municipal Court, 1102 Lincoln, Lot 52u	\$54.00	n/a
Ferry Street Bridge, Lot 64	\$60.00	n/a
Riverfront 4 th & Mill, Lot 77	\$30.00 <u>\$60.00</u>	n/a
<u>Steam Plant</u> Riverfront East , Lot 74	\$60.00	n/a
1060 Olive, Lot 51	\$100.00	n/a

Carpool..... (3 or more – only applies to Overpark and Arcade garages)	\$0.00	n/a
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Annual Bicycle Locker Fee: \$60.00
(Bicycle lockers are available at limited locations.)

A. MUNICIPAL PARKING DISTRICT:

Rates:

	<u>Overpark/Parcade</u>	<u>All Other Municipal Parking District Off-Street Parking Facilities</u>
2. Off-Street Parking - Other Fees:		
Daily*..... <i>*(Parking rate for less than a full day is prorated.)</i>	\$8.00	\$8.00
Hourly * <i>*(Parking rate for less than a full hour is prorated)</i>	See Section 3.3	\$1.20 (maximum hourly rate)
Daily reserved space(s).....	\$10.00	\$10.00
Special Event Parking:*		
<i>*Notice that Special Event rates are in effect will be posted at the entrance of the parking facility or lot. See Section 3.2.</i>		
For events taking place at non-City facilities.....	\$10.00	\$10.00
For events taking place at City facilities	\$6.00 <u>\$10.00</u>	\$6.00 <u>\$10.00</u>
Parking Access Card (non-refundable).....	\$15.00	\$15.00
Permit replacement	\$10.00	\$10.00

3. Off-Street Parking - Restrictions and Exceptions:

3.3 Overpark/Parcade Hourly Rates: The rates for hourly parking in the Overpark Garage (Lot 56) and Arcade Garage (Lot 59) are as follows:

Time:	Amount Due
0-59 Minutes	\$0.00
1 hour – 1 hour and 59 minutes	\$1.00
2 hours – 2 hours and 59 minutes	\$2.00
3 hours – 3 hours and 59 minutes	\$3.00
4 hours – 4 hours and 59 minutes	\$4.00
5 hours – 5 hours and 59 minutes	\$5.00

6 hours or more, daily rate of	\$8.00
<u>Lost Ticket Fee</u>	<u>\$12.00</u>

Comments on the proposed amendments may be submitted in writing to Jeff Petry, Curbside Admin Services Director, Planning & Development Department, 99 West 10th Avenue, Eugene, Oregon 97401, or via e-mail to parking@ci.eugene.or.us. To be considered, written and e-mail 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 proposed or modified fees will be adopted by administrative order.

Sarah Medary, City Manager

Date of Posting May 15, 2024

CITY MANAGER' S FINDINGS

Investigation of Revenue Needs of Parking Services Pursuant to EC 2.020(2), 5.055, and 5.285(7)

In determining whether to amend the Fee Schedule, the City Manager has considered the applicable criteria of EC 5.055 and EC 5.285(7). Pursuant to EC 2.020, the City Manager has also considered the applicable policies, enactments and directives of the City Council, the amount charged for these services by the City in the past, the full costs of providing the services supported by the fees, the amounts charged by other comparable providers, and the revenue needs of the City as determined by the adopted City budget.

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;

The City of Eugene has adopted financial and transportation-related plans and policies:

The **Financial Management Goals & Policies (FMGP)** in the FY 2023-2025 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. The FMGP are designed to ensure the financial integrity of the City as well as a service delivery system that addresses the needs and desires of Eugene's citizens, and 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.

Policy D.1. (Capital Improvement Program)

The City will plan for capital improvements over a multi-year period of time. The Capital Improvement Program (CIP) will directly relate to the long-range plans and policies of the City. Operating funds to maintain capital

improvements and to fund additional staff and service needs will be estimated and reviewed annually.

The rate adjustments in this administrative order will help to provide the financial resources for the Parking Enterprise Fund to cover current operating expenses and build a reserve for future capital improvement projects.

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 amendments to the Parking Fee Schedule will provide additional resources for the Parking Enterprise Fund to work towards the Climate Recovery Ordinance goals by increasing usage of electrical vehicle charging stations, converting building systems that are higher users of fossil fuels (e.g. chillers, lights) to more efficient and lower fossil fuel use building systems, and pursuing Parksmart certification (certification program for sustainable and innovating parking structures) for parking garages.

2035 Transportation System Plan

- *Roadway and Parking Policies*
(6) Continually optimize the efficiency of the transportation system through Transportation System Management (TSM) improvements, connectivity improvements, multimodal improvements, parking management and supply, and Transportation Demand Management (TDM) strategies, in combination with the projects identified in this Transportation System Plan (TSP).
- *Potential Actions for Roadway and Parking Policies*
(L) Periodically review and update the City Code and administrative rules in the downtown area, neighborhoods near the University of Oregon, mixed-use centers, and in areas experiencing changing conditions, such as where a transit corridor study has been completed, transit routes changed, or major bicycle facilities completed. Examples of possible changes to the code and policies may include:
 - Aligning metered parking prices with demand.

The amendments to the Parking Fee Schedule support the 2035 Transportation System Plan by managing parking demand in our surface lots and parking structures by charging market rate fees and incentivizing use of alternative modes

of transportation. The proposed fee schedule adjustments also support parking management by helping the City to recover the cost of providing the service of parking.

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

The parking fee adjustments are consistent with monthly fees in similar City of Eugene parking locations. The event fee is a fee currently charged but has not changed in ten years. The event fee, and the new lost ticket fee, recover the cost of providing the services.

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

The fee changes in this administrative order are necessary to help the Parking Enterprise Fund to cover expenses and are included in the FY 2023-2025 Budget.

(d) The amounts charged by other comparable providers; and,

The City of Eugene's Parking Services program is an 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 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.

The fee changes in this administrative order are necessary to help the Parking Enterprise Fund to cover expenses and are included in the FY 2023-2025 Budget.

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.

Not Applicable

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

Not Applicable

(c) **Other recognized traffic control standards.**

Not Applicable

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

The City of Eugene has adopted financial and transportation-related plans and policies:

The **Financial Management Goals & Policies (FMGP)** in the FY 2023-2025 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. The FMGP are designed to ensure the financial integrity of the City as well as a service delivery system that addresses the needs and desires of Eugene's citizens, and 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.

Policy D.1. (Capital Improvement Program)

The City will plan for capital improvements over a multi-year period of time. The Capital Improvement Program (CIP) will directly relate to the long-range plans and policies of the City. Operating funds to maintain capital improvements and to fund additional staff and service needs will be estimated and reviewed annually.

The rate adjustments in this administrative order will help to provide the financial resources for the Parking Enterprise Fund to cover current operating expenses and build a reserve for future capital improvement projects.

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

5. Reduce community fossil fuel use by 50% of 2010 levels by 2030.
6. 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%

7. City of Eugene owned facilities and operations are to be carbon neutral by 2020, meaning no net release of greenhouse gas emissions.
8. Reduce the City of Eugene's use of fossil fuels by 50% compared to 2010 usage.

The amendments to the Parking Fee Schedule will provide additional resources for the Parking Enterprise Fund to work towards the Climate Recovery Ordinance goals by increasing usage of electrical vehicle charging stations, converting building systems that are higher users of fossil fuels (e.g. chillers, lights) to more efficient and lower fossil fuel use building systems, and pursuing Parksmart certification (certification program for sustainable and innovating parking structures) for parking garages.

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(L) Periodically review and update the City Code and administrative rules in the downtown area, neighborhoods near the University of Oregon, mixed-use centers, and in areas experiencing changing conditions, such as where a transit corridor study has been completed, transit routes changed, or major bicycle facilities completed. Examples of possible changes to the code and policies may include:
 - Aligning metered parking prices with demand.

The amendments to the Parking Fee Schedule support the 2035 Transportation System Plan by managing parking demand in our surface lots and parking structures by charging market rate fees and incentivizing use of alternative modes of transportation. The proposed fee schedule adjustments also support parking management by helping the City to recover the cost of providing the service of parking.

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

Not Applicable

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

Not Applicable

(g) The use of abutting property.

Fee adjustments are not proposed for on-street parking in the public way. The proposed fee adjustments only apply to off-street parking; therefore, this criterion is not applicable.

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

Not Applicable

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

Not Applicable

(j) Emergencies.

Not Applicable

(k) The public health, safety and welfare.

The fee schedule amendment will not impact public health and safety.

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

Not Applicable

(m) Construction within or adjacent to the street.

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;**
- 2. The vehicle type and purpose;**
- 3. The relative, seasonal and special event demands for parking spaces within the areas of the requested parking;**
- 4. The other public uses for the property;**
- 5. The location and physical characteristics of the parking area or facility;**

Criteria 5.055(n) 1-5 are not applicable.

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

The Parking Enterprise Fund accounts for revenue and expenses associated with on-street regulated parking, off-street parking lots and garages, parking administration, parking enforcement, parking maintenance, and municipal court adjudication services. The fee adjustments in this administrative order will provide additional operating revenue necessary to cover costs of operations and enforcement services.

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

The City of Eugene has adopted financial and transportation-related plans and policies:

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Policy D.1. (Capital Improvement Program)

The City will plan for capital improvements over a multi-year period of time. The Capital Improvement Program (CIP) will directly relate to the long-range plans and policies of the City. Operating funds to maintain capital improvements and to fund additional staff and service needs will be estimated and reviewed annually.

The rate adjustments in this administrative order will help to provide the financial resources for the Parking Enterprise Fund to cover current operating expenses and build a reserve for future capital improvement projects.

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

9. Reduce community fossil fuel use by 50% of 2010 levels by 2030.
10. 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%
11. City of Eugene owned facilities and operations are to be carbon neutral by 2020, meaning no net release of greenhouse gas emissions.
12. Reduce the City of Eugene's use of fossil fuels by 50% compared to 2010 usage.

The amendments to the Parking Fee Schedule will provide additional resources for the Parking Enterprise Fund to work towards the Climate Recovery Ordinance goals by increasing usage of electrical vehicle charging stations, converting building systems that are higher users of fossil fuels (e.g. chillers, lights) to more efficient and lower fossil fuel use building systems, and pursuing Parksmart certification (certification program for sustainable and innovating parking structures) for parking garages.

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(L) Periodically review and update the City Code and administrative rules in the downtown area, neighborhoods near the University of Oregon, mixed-use centers, and in areas experiencing changing conditions, such as where a transit corridor study has been completed, transit routes changed, or major bicycle facilities completed. Examples of possible changes to the code and policies may include:
 - Aligning metered parking prices with demand.

The amendments to the Parking Fee Schedule support the 2035 Transportation System Plan by managing parking demand in our surface lots and parking structures by charging market rate fees and incentivizing use of alternative modes of transportation. The proposed fee schedule adjustments also support parking management by helping the City to recover the cost of providing the

service of parking.

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

Not applicable.

9. The impact on nearby commercial uses;

The fee adjustments support nearby commercial uses in creating access to City managed parking spaces and financial stability to continue to provide parking services.

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

Not Applicable.

11. The availability of other parking spaces.

The City of Eugene is one provider of downtown and campus area parking options. There are many private and public parking lot options.

5.285 Charges for Off-Street Parking.

(7) When establishing charges within the limits of subsections (5) and (6) of this section, the following shall be considered:

(a) The transportation and economic development goals adopted by the city council;

The City of Eugene has adopted financial and transportation-related plans and policies:

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FMGP A. Resource Planning and Allocation Policies

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The rate adjustments in this administrative order will help to provide the financial resources for the Parking Enterprise Fund to cover current operating expenses and build a reserve for future capital improvement projects.

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

13. Reduce community fossil fuel use by 50% of 2010 levels by 2030.
14. 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%
15. City of Eugene owned facilities and operations are to be carbon neutral by 2020, meaning no net release of greenhouse gas emissions.
16. Reduce the City of Eugene's use of fossil fuels by 50% compared to 2010 usage.

The amendments to the Parking Fee Schedule will provide additional resources for the Parking Enterprise Fund to work towards the Climate Recovery Ordinance goals by increasing usage of electrical vehicle charging stations, converting building systems that are higher users of fossil fuels (e.g. chillers, lights) to more efficient and lower fossil fuel use building systems, and pursuing Parksmart certification (certification program for sustainable and innovating parking structures) for parking garages.

2035 Transportation System Plan

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- *Potential Actions for Roadway and Parking Policies*
(L) Periodically review and update the City Code and administrative rules in the downtown area, neighborhoods near the University of Oregon, mixed-use centers, and in areas experiencing changing conditions, such as where a transit corridor study has been completed, transit routes changed, or major bicycle facilities completed. Examples of possible changes to the code and policies may include:
 - Aligning metered parking prices with demand.

The amendments to the Parking Fee Schedule support the 2035 Transportation System Plan by managing parking demand in our surface lots and parking structures by charging market rate fees and incentivizing use of alternative modes of transportation. The proposed fee schedule adjustments also support parking management by helping the City to recover the cost of providing the service of parking.

(b) The demand for public parking;

The demand for public parking has returned to pre-COVID levels in the City's parking structures and in the Campus Parking district. The changes in this admin order support the provision of parking services.

(c) The ability of the city to meet the financial obligations of existing or proposed parking facilities.

The fee amendment is necessary to balance the Parking Enterprise Fund and continue to provide public parking. The fees are built into the FY2023-2025 budget to balance the Parking Enterprise Fund.

(d) When considering the charges for facilities in proximity to the Hult Center, the level of tax support the city provides to that center.

Hult Center operations are accounted for in the Cultural Services Fund, which is a Subfund of the City's General Fund. The Cultural Services Fund is self-sustaining and does not receive city tax support. The increase in event parking fees is necessary to continue to support the Hult Center and the level of tax support was considered in the parking fee schedule.