

# Agenda Report

**TO: CITY COUNCIL**

**DATE: April 2, 2007**

**FROM: CITY MANAGER**

**SUBJECT: REPLACEMENT OF PAY-BY-SPACE MACHINES IN THE  
NORTH AND SOUTH LOTS – SHOPPERS LANE  
SOUTH LAKE PARKING PLACE DISTRICT**

**RECOMMENDATION:**

It is recommended that City Council authorize the City Manager to purchase and install 26 pay-by-space machines in the Shoppers Lane North and South surface lots in the South Lake Parking Place District. The contract for the purchase of the machines will utilize an existing contract with Duncan Parking Technologies, Inc. which will not exceed \$ 180,000. Competitive bidding is not required pursuant to City Charter Section 1002(H), contracts with other governmental entities or their contractors for labor, materials, supplies or services.

**SOUTH LAKE PARKING PLACE COMMISSION (SLPPC):**

During a special meeting on January 25, 2007, the SLPPC recommended approval of the installation of pay-by-space machines in the Shoppers Lane North and South surface lots in the South Lake Parking Place District. The new machines would replace the existing pay and display machines.

**BACKGROUND:**

Through a series of parking demand, control, and rate studies, the Department of Transportation has assisted the Commission by providing information about the benefits of multi-space parking machines in the Shoppers Lane North and South lots. Each study concluded that the installation of pay-by-space machines would provide an efficient method to better utilize the existing off-street parking spaces provided in the South Lake Parking Place District without the need to reconfigure the Shoppers Lane lots.

Additionally, the studies supported the need to install on-street meters which will work in combination with the pay-by-space machines in the surface lots to enhance operations and encourage turn-over of parking spaces made available to all customers of the District.

The installation of pay-by-space machines in the Shoppers Lane North and South lots in the South Lake Parking Place District would replace the existing pay and display machines currently located along the wall adjacent to the Mentor Avenue side of the lots. The new machines will be located on or near Shoppers Lane, along a path of travel convenient for customers of South Lake businesses (Exhibit A).

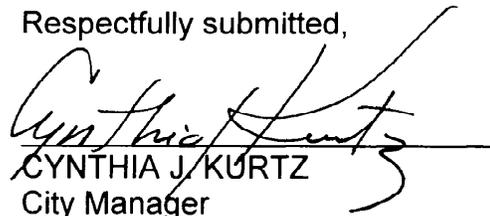
An added benefit of the pay-by-space machines is wireless communication with the existing equipment used to issue citations. The Duncan Parking Technologies, Inc. machines are configured to communicate with Parking Enforcement handheld units which (through a report notification process) direct Enforcement Officers to expired spaces, thus decreasing the time an officer must spend at each lot. This technology will also be available for the on-street parking meters supporting overall efficiency of parking enforcement activities.

Upgrades to the existing pay and display permit system will prove to be an important element in achieving greater operational efficiencies in managing off-street and on-street parking through the use of new technologies. Staff will provide adequate notification to all businesses located within the South Lake Parking Place District of the upgrades to the existing pay and display permit system should Council concur with staff recommendation.

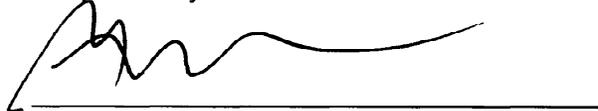
**FISCAL IMPACT:**

Funding is available to cover the costs of purchase and installation of the multi-space machines through the approved budget for Capital Improvement Project number 75017.

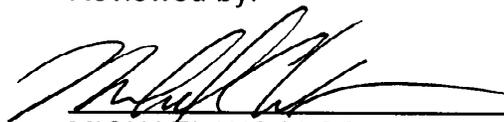
Respectfully submitted,

  
CYNTHIA J. KURTZ  
City Manager

Prepared by:

  
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HOLLY IMLER  
Management Analyst II

Reviewed by:



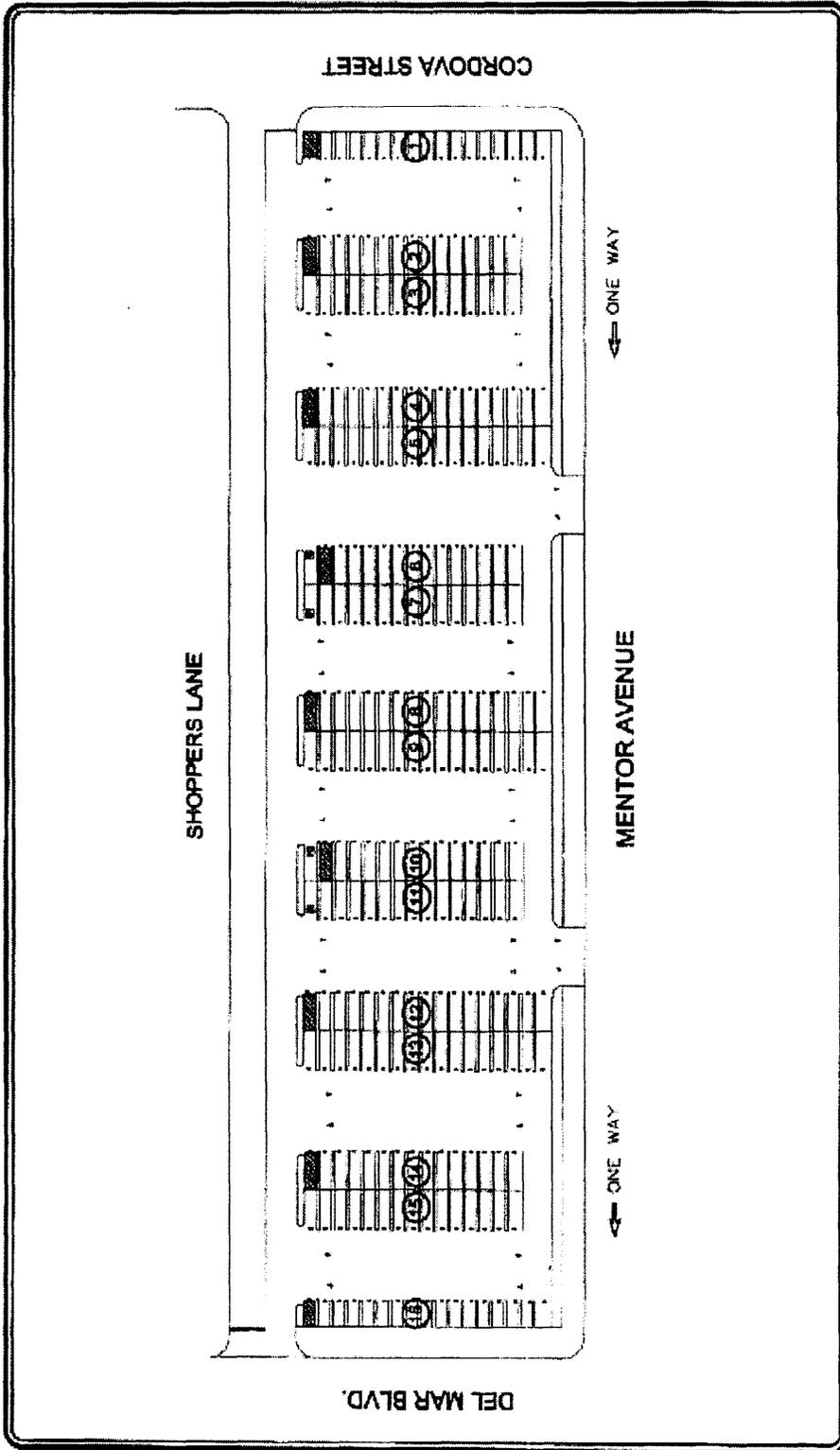
MICHAEL WOOLSON  
Acting Parking Manager

Approved by:



JOYCE Y. AMERSON  
Director

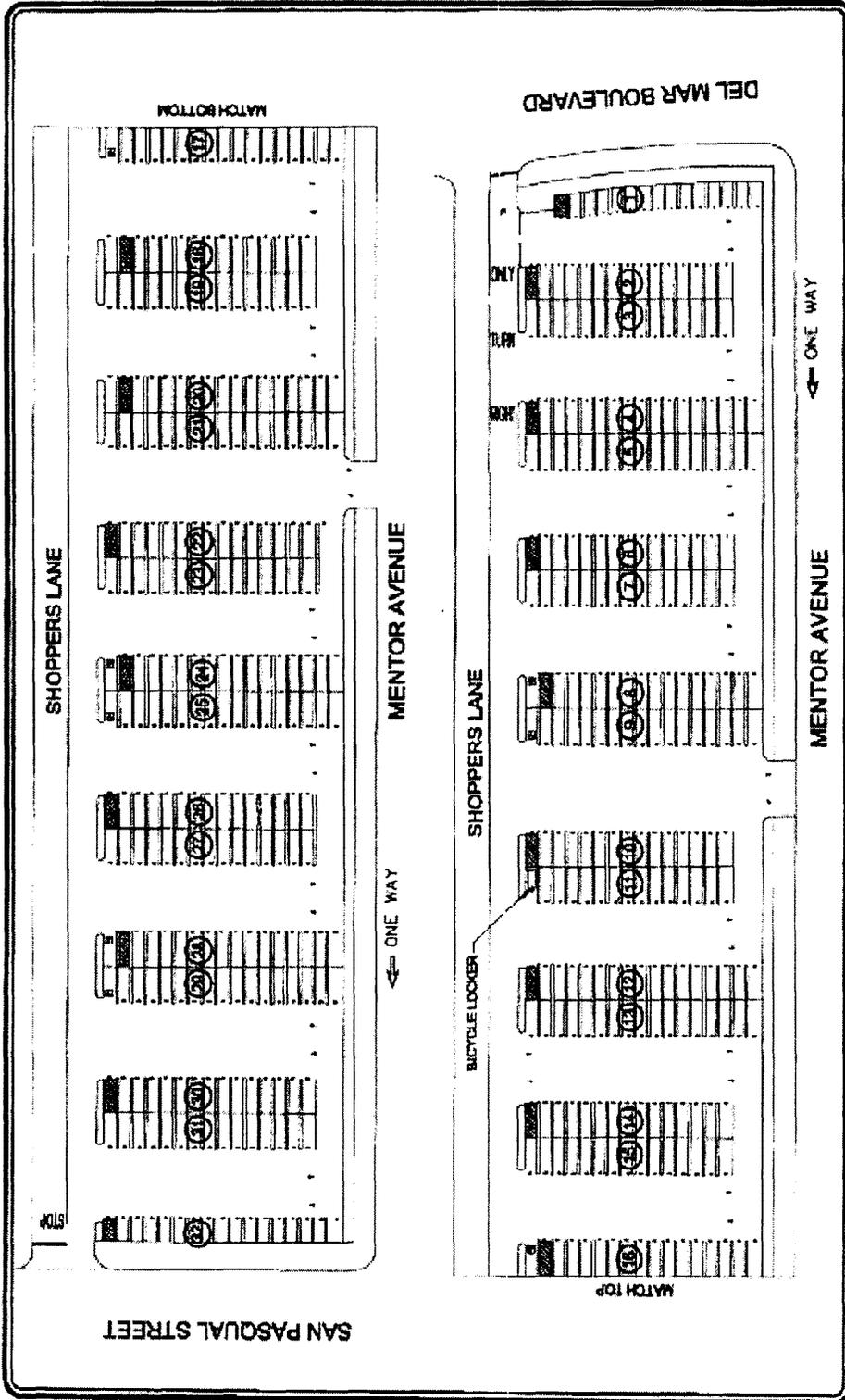
# EXHIBIT A



**FIGURE 6**  
**NORTH SHOPPERS LANE MULTI-SPACE**  
**METER LOCATIONS**  
 SHOPPERS LANE PARKING CONTROL STUDY

 NOT TO SCALE  
 PARKING ROW NUMBER  
 LOCATION OF MULTI-SPACE METER  
 LINSBOTT, LAW & GREENSPAN, engineers

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**FIGURE 7**  
**SOUTH SHOPPERS LANE MULTI-SPACE**  
**METER LOCATIONS**  
 SHOPPERS LANE PARKING CONTROL STUDY

 NOT TO SCALE  
 PARKING ROW NUMBER  
 LOCATION OF MULTI-SPACE METER

LINSCOTT, LAW & GREENSPAN, engineers

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**Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment of 2000  
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor/Organization, as follows:  
(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name: DUNCAN PARKING TECHNOLOGIES, INC  
aka DUNCAN TECHNOLOGIES, A DUNCAN SOLUTIONS COMPANY

2. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

|                               |
|-------------------------------|
| <u>BADIN JONES, PRESIDENT</u> |
| <u>STEVE BERRY, COO</u>       |
|                               |
|                               |
|                               |
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|                               |
|                               |

3. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

|                              |             |
|------------------------------|-------------|
| <u>DUNCAN SOLUTIONS, INC</u> | <u>100%</u> |
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Prepared by: DARYL R. TOWN

Title: SECRETARY

Date: MARCH 28, 2007

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| For office use only:<br>Contract/Transaction No. _____<br>If not a contract, type of transaction: _____ |
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