



**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza Drive**  
**Grosse Pointe Woods, Michigan 48236-2397**

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**NOTICE OF MEETING  
AND  
AGENDA**

**COMMITTEE-OF-THE-WHOLE**

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, August 5, 2013, at 7:45 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, 20025 Mack, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Parking Pass
  - A. Committee-of-the-Whole Excerpt 04/22/13
  - B. Memo 07/31/13 – Director of Public Services
5. Parking Meter Permit Stickers
6. Parking Meter Fees
7. New Business/Public Comment
8. Adjournment

Alfred Fincham  
City Administrator

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)  
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The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at [cityclk@gpwmichigan.us](mailto:cityclk@gpwmichigan.us).

cc:  
Council – 7  
Berschback  
Fincham  
Hathaway

Rec. Secretary  
Email Group  
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File  
Ahee/Kowalski

Discussion then ensued regarding various **parking meter** matters.

The Finance Committee, at their meeting on April 4, 2013, discussed **Parking Meter Fees** and asked administration to evaluate aged meters and meter rates in surrounding communities. The Director of Public Works provided an overview on times and rates of meters, and he presented a video on Parkmobile (a smartphone application for meter payment), which is currently in use in the communities of Dearborn, Royal Oak, Grosse Pointe City, and Ferndale. Member Granger suggested the Mayor's Mack Ave Business Study Committee provide a recommendation.

The Director reported the meter mechanic mechanisms are no longer being manufactured for the City's Duncan meters. He further stated a fee change costs approximately \$65.00 per head, an electronic meter that accepts coin or a smart card is \$195.00 per meter-head. The City has approximately 1,000 meters, which includes meters that have been installed and those to be used for replacements/repairs. Refurbished, electronic, coin-only meter heads cost \$98.00. A meter that accepts charge, debit, or smart card costs \$495.00 per head. There was Committee consensus that the Parking Enterprise Fund operate as a self-sufficient fund. There was discussion to possibly establish new rates to fund the cost of meters (\$160,000.00) and cover the deficit in the fund; essentially, making the Parking Enterprise Fund cost neutral.

There was a consensus of the Committee-of-the-Whole regarding parking meters:

- Refer the concept to the Mayor's Mack Avenue Business Study Committee and obtain input regarding Parkmobile, parking passes, and permit stickers.
- Increase parking rates to \$0.50 per hour was reasonable.
- Administration was asked to suggest meter options (mechanical or electronic card reader), identify a source of funding and payback period, and recommend placement of meters (district).
- Administration was requested to prepare a parking analysis within four to six weeks.

The parking meter items are to remain on the Committee-of-the-Whole agenda.

MEMO 13 - 28

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 CITY OF GROSE PTE. WOODS

TO: Alfred Fincham, City Administrator  
 FROM: Joseph J Ahee, Jr., Director of Public Services  
 DATE: July 31, 2013  
 SUBJECT: Parking Meter Options

In April of 2013 I was asked to evaluate the city's parking meters and meter rates in surrounding communities. As background the city's parking meters consist of approximately 900 on street meters including parking lots and approximately 100 spare meters. Of these 1,000 meters the timers range from 15 minutes to 10 hours. Please see below:

RATES

15 MINUTE METERS	7 1/2 Minutes	.05
	15 Minutes	.10
30 MINUTE METERS	3 Minutes	.01
	15 Minutes	.05
	30 Minutes	.10
1 HOUR METERS	15 Minutes	.05
	30 Minutes	.10
	60 Minutes	.25
2 HOUR METERS	15 Minutes	.05
	30 Minutes	.10
	75 Minutes	.25
4 HOUR METERS	15 Minutes	.05
	30 Minutes	.10
	75 Minutes	.25
10 HOUR METERS	30 Minutes	.05
	60 Minutes	.10
	150 Minutes	.25

The city currently has Duncan mechanical parking meters. These meters are no longer being made, parts are hard to get, and it is very difficult to get service on them. I am aware of one company in New Jersey who provides services on these meters and he is not sure how much longer he will be able to provide service. When service is needed we ship the meters to New Jersey to be repaired. Shipping charges back and forth are at the City's expense. If we were to do a rate change on these meters it would mean taking meters from the on street housings which would leave the housings empty providing no

revenue during this time. A rate change would cost \$65.00 per meter times 1,000 meters equaling a total expense of \$65,000. I do not consider this a viable option.

A second option is to replace our old mechanical parking meters with refurbished electronic mechanisms. These meters are fully programmable and have a full one-year warranty. The company will also loan us handhelds for future rate changes (coin only?). Along with the refurbished electronic meters we could begin a program called Parkmobile which would allow the patron to pay with either coin or credit card by bringing up an app on their smart phone or by calling a toll free number. A typical scenario using Parkmobile would be as follows: A customer parks with Parkmobile in a \$.50 per hour zone, indicates one hour of parking and starts. At the time they start the transaction they are given an agreement or start parking screen that says "you are about to park in Grosse Pointe Woods space #123, the parking rate is \$.50 and the Parkmobile transaction fee is \$.35, for a total fee of \$.85. At the point of sale Parkmobile will deposit the funds into the City's account or maintain the funds to be remitted to the City and the City of Grosse Pointe Woods still nets the \$.50 they would have received in coin. The cost of the refurbished meters is approximately \$70.00 per meter times 1,000 meters equaling a total expense of \$70,000.00.

A third option would be to replace all the old mechanical mechanisms with new electronic parking meters. These meters will accept coin and smart cards and are fully programmable. The electronic meters use batteries and depending on how the meters are programmed batteries can last from 3-5 years. These meters also use a handheld unit to program, make rate changes, and are also used to audit the parking meters. The cost of these meters is approximately \$170.00 per meter times 1,000 meters equaling a total expense of \$170,000.00 for the meters plus the cost of the smart card reader, the software, and the cards for an additional expense of \$12,500.

Another item for consideration is replacing parking meters which have been removed to provide free parking for business owners' employees. The City could provide monthly hang cards for a fee to local business' employees for parking. This would provide additional revenue because now anyone can park at one of these unmetered spots all day for free. The cost of pre-printed hang cards would be approximately \$350-\$400.

Three other Grosse Pointe communities currently use parking meters. Grosse Pointe Park rates are equivalent to ours. Grosse Pointe Farms is also equivalent to our rates except for 4-hour meters around Grosse Pointe South High School where the rates are \$.25 for 15 minutes. Grosse Pointe City's rate for on-street parking is \$.75 for an hour; short term parking in metered lots is \$.25 for 30 minutes and \$.50 for an hour; and long term in parking lots is \$.35 for an hour.

After speaking with representatives from the parking meter companies, it was recommended Grosse Pointe Woods increase the rate of parking to \$.25 for 30 minutes and \$.50 for an hour. It was also recommended we go to quarters only in all parking meters. Currently our parking meters generate an average monthly amount of \$11,496.00 or approximately \$137,952.00 annually. The current fine structure for expired meters is \$5.00 if paid within 10 days; \$15.00 after 10 days; the fine increases to \$45.00 if not paid by the court date (approximately two months); and the fine increases to \$54.00 if not paid within 14 days after the court date. The annual revenue generated from parking meter

fines for fiscal year 2011/2012 was \$20,882.00 for a monthly average of \$1,740.17. Shown below and on the following page are charts summarizing costs for parking meter change options and also a comparison of rates in the Grosse Pointe communities for your review.

PARKING METER COMPARISON

COMPANY	PRICE PER METER	USE OF CREDIT CARD TO PARK	SMART CARDS	HANDHELD DEVICE
Meter Products	Rate Change \$65.00/each	No – compatible with Parkmobile	No	No
Meter Products	Refurbished \$70.00/each	No – compatible with Parkmobile	Yes	Yes
ParkMobile	N.A.	Yes – current rate + \$.35 transaction fee	N.A.	N.A.
Mackay Meters	\$244.00/each	No – compatible with Parkmobile	Yes	Yes
Duncan Meters	\$170.00/each	No – compatible with Parkmobile	Yes	Yes

PARKING METER RATE COMPARISON – GROSSE POINTE COMMUNITIES

<b>COMMUNITY</b>	<b>1 Hour</b>	<b>\$</b>	<b>2 Hour</b>	<b>\$</b>	<b>4 Hour</b>	<b>\$</b>	<b>10 Hour</b>	<b>\$</b>
G.P. Woods	15 min	.05	15 min	.05	15 min	.05	30 min	.05
	30 min	.10	30 min	.10	30 min	.10	1 hr	.10
	1 hr	.25	75 min	.25	75 min	.25	2.5 hrs	.25
G. P. Park			15 min	.05				
			30 min	.10				
			75 min	.25				
G.P. City	1 hr	.75	On Street					
	30 min	.25	Parking Lot					
	1 hr	.50	Parking Lot					
G.P. Farms	12 min	.05			15 min	.25	G.P. South	
	30 min	.10						
	1 hr	.25						

Grosse Pointe Park also has parking pass stickers for municipal lots available for business owners and their employees for \$50/year. Grosse Pointe City has permit parking available for \$50/month paid in advance with a 3-month minimum. There are 10-hour meters in the back of the lot for employees at \$.35/hour. The parking deck is \$.50/hour or any portion of an hour with a \$.50 minimum charge. The Neighborhood Club also has surface gated lots at \$.25/hour or any portion of an hour with a \$.25 minimum charge. In Grosse Farms there is a municipal lot located on the Hill that is a ticketed parking lot run by a private enterprise with a \$2.50/day maximum charge.

If you have any questions please contact me.

c.c. Dee Ann Irby