



## CITY OF WAUKESHA

### Administration

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<b>Committee:</b> Ordinance & License Committee	<b>Date:</b> 11/12/2018
<b>Common Council Item Number:</b> 18-1698	<b>Date:</b> <a href="#">Click here to enter a date.</a>
<b>Submitted By:</b> Anne M. Iselin, Assistant City Attorney	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator KL
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BER
<b>Subject:</b> Review and act on a proposed addendum to the Complus Parking Agreement allowing Complus Data Innovations, Inc. (Complus) to electronically issue overnight parking permits on behalf of the City and; review and act on amendments to Waukesha Municipal Ordinance Section 7.04(6) NIGHT PARKING.	

### Details:

The Police Department seeks to allow Complus Data Innovations, Inc (Complus) to electronically issue overnight parking permits on behalf of the City. The City has previously entered into an agreement with Complus for the processing of parking citations and collection of those parking forfeitures. The proposed addendum to that agreement would allow Complus to issue overnight parking permits online except for the 3-night parking permit which would still be sold at the Police Department and at the Municipal Ramp. Currently, overnight parking permits are only available for purchase at the Police Department during office hours, or at designated gas stations, with the gas stations only selling three-night parking permits. This proposal would allow individuals to purchase overnight parking permits from the comfort of their home at night when they are unable to make such a purchase from the Police Department. Pursuant to this addendum, Complus would collect and deposit such fees into the City's account on a monthly basis. Complus would then charge the City a fee of \$1.15 per permit for printing the permits and \$3.85 per permit plus postage for the fulfillment of each order. The Police Department seeks approval of the proposed addendum subject to review and modification by the City Attorney's Office.

In conjunction with the above proposal, The Police Department proposes to increase fees for overnight parking permits and to amend the Night Parking Ordinance to create an annual parking permit to be sold in addition to the three-night permit, the monthly permit and the three-month parking permit. The proposed fees are as follows: 3-night parking permit - \$5.00; 1- month permit - \$18.00; 3-month permit - \$54.00; and an annual permit - \$216.00. The proposed annual permit would accommodate residents who require permits on a continuous and permanent basis. The proposal would make it more convenient for residents who find they must now purchase four, three-month permits or twelve separate monthly permits.

The proposed revised amendment would also: 1) provide that one who is operating an authorized emergency vehicle while on an emergency call may park the vehicle in the Central Business District for more than the designated 30-minute time period, thereby recognizing that emergencies are now often attended to by EMTs and other emergency workers rather than by physicians; 2) provide that vehicles with overnight parking permits may be parked in any area of the city other than the Central Business District or, as otherwise prohibited by official sign (rather than only within 100 feet of the resident's address, as is now the requirement); and 3) provide that an overnight-parking permit shall be issued for a specific vehicle but may be transferrable to another vehicle upon providing proof to the Police Department that the original vehicle has been sold or junked.

The above proposed addendum and ordinance revisions are designed to 1) make it faster and easier for residents to obtain overnight parking permits since they could obtain them via their electronic devices at any time of day or night without leaving the comfort of their home; 2) make the permits apply to a greater area of the City; 3) make enforcement of the parking restrictions



easier for law enforcement as parking agents would not have to determine whether a vehicle was parked within 100' of the residence and 4) bring in additional revenue to the City as permits would be more accessible and easier to obtain.

**Options & Alternatives:**

The Committee has the option of not approving the addendum to the Complus Agreement, thereby continuing to sell the overnight parking permits only at the Police Department and at designated gas stations, rather than online. In addition, the Committee may decide not to provide for an annual parking permit or may decide to provide for different fees for such overnight permits.

**Financial Remarks:** It is reasonable to expect that changing the permit issuance from the current process to COMPLUS, at the current permit fee rate, will increase revenue to the City by approximately \$4000 annually. With the recommended permit fee increases, the City would likely realize an annual increase in revenue of approximately \$80,000.

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**Executive Recommendation:**

Recommend approval of the Addendum to the City's Agreement with Complus Data Innovations, Inc. subject to review by the City Attorney's Office and recommend approval of the amendments to Waukesha Municipal Ordinance 7.04(6) concerning overnight parking restrictions.

**Committee Recommendation:**

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