

Date: November 26, 2003
To: CCDC Chairman & Commissioners
From: Clay Carley, Task Force Chairman
Re: Final Report & Recommendations
Downtown Public Parking System Task Force

This is a summary report on the work and final recommendation of the Downtown Public Parking System Task Force, or Parking Task Force (PTF).

Task Force Selection

The task force was formed in November of 2002 to examine issues related to The Downtown Public Parking System (DPPS), Boise's off-street parking system of garages and lots. The task force was made up of a broad representation of the various stakeholder groups that use or are affected by the parking system. The membership changed as participants were unable to continue or when additional participation was needed. Those individuals participating included:

Kevin McKee	Dale Krick	Cheryl Larabee
John May	Kerrie Quinn	Gary Christensen
Jeremy Malone	Brian Davis	Rena McKean
Mary Wilson	Tana Wardle	Pat Rice
Clay Carley	Bea Black	Curt Knipe
Debbie Kling	Keven Burnett	Rene Quijano

Joyce Wilson & Jeff Wolfe served in the early phases of the task force. The task force met approximately once per month for the duration of its lifespan, with the exception of the summer of 2003.

In addition to those formally involved in the task force, several people from the downtown community participated in the focus groups that the IDA panel conducted. Those individuals were:

Jennine Eiband	Jack Kuntz	Ken Howell
Wendy Schumaker	Jim Parkinson	Grant Kingsford
Robert Taylor	Jim Tomlinson	Katey Levihn

Parking Consultant Selection

The task force's first order of business was to approve the selection of a professional parking consultant to help with the needs survey and technical analysis of the parking system. Carl Walker, Inc., was affirmed as the selection of the task force and the CCDC Board subsequently approved a contract with them.

International Downtown Association Panel

Carl Walker, Inc., in association with the International Downtown Association then convened a CWI/IDA Advisory Panel in Boise during the period of March 16-19, 2003. While here they toured the parking system and met the CCDC Board of Commissioners before conducting a series of open public meetings and focus groups to receive feedback about both the on- and off-street parking systems. Members of the task force participated significantly in the sessions. The agenda for the process and pre-meeting survey are included as Attachment A.

From this session a report was crafted that contained over 50 recommendations (see Attachment B). There were 22 high priority action steps that were grouped into five clusters. The task force accepted the IDA report in May 2003 and it became the basis for several broader recommendations noted later in this report. This "Parking Operations Improvement Action Plan" is included as Attachment C.

Mission/Vision Statement for Downtown Public Parking System

A key IDA Panel observation was that while CCDC had a well-defined mission statement there were no articulated vision and mission statements for the off-street parking system independent of the broader organization. On May 28th the task force crafted and approved both statements for board consideration (see Attachment D).

General Financial Recommendations

The task force reviewed and generally accepted the June 20th Financial Section of the Carl Walker Report (Attachment E). Specifically, we endorsed:

Multiyear approach

- A multiyear rate scenario whereby parking rates covers the full operational costs of providing parking to the DPPS patrons. This includes improvements noted in the Parking Operations Improvement Action Plan as well as providing the needed 70% net revenue requirement necessary to refinance the City Centre facility debt;

Capital Investment

- The existing agency practice regarding the use of tax-exempt debt for funding the capital portion of the parking system was reaffirmed. The task force recognized that the "Private Use Rules" associated with tax-exempt measures, created restrictions on how the system is managed but did allow for lower financing costs unavailable to the private debt market.

Validation Programs

- Alternatives to the existing parking validation program were explored in detail. It was acknowledged that the majority of the benefit of the existing system accrued to few downtown businesses and that the costs of the program far outweighed the benefits to the general public.

Replacement Reserve / Depreciation

- The task force considered the issue of funding depreciation at some length. They discovered that the full funding of depreciation aimed at providing a fund for replacement of the facility was uncommon. However, adequate reserves to ensure ongoing major maintenance were an essential element of our stewardship of the parking system. While a specific recommendation was not made with respect to reserve levels, it

was acknowledged that reserves should be based upon an articulated policy ensuring adequate maintenance but should not be set at a rate needed to fully fund structure replacement at the end of their useful life. The CCDC Board should determine the specifics of that policy.

Specific Rate Recommendations

On October 22nd after lengthy, vigorous discussion the task force agreed on a set of rate recommendations for the parking system. They include the following elements:

- New rates would become effective March 1, 2004
- Implementation of a “first hour free” program for all transient garage patrons except at the County Courthouse.
- Establish an evening parking rate of up to \$6 after 5:00 p.m. with payment as you enter the facility.
- Elimination of retail & restaurant parking validation.
- Implementation of full price parking validation for office customers only.
- Increase the transient (hourly) parking rate to \$1.50/hr.
- Increase the monthly rate to \$79/mo.
- Other rates will be adjusted according to these percentages, and in some cases exceptions may be made for garages associated with specific developments (e.g. Courthouse, theater validation).
- Anticipated gaps between income and expenditures should be managed by increasing system utilization and cutting costs.
- This rate structure is to be maintained for four years with the provision to return to the board should there be an event or change that has a material effect on utilization or expenditures.

Additional Recommendations

As referred to above, several issues emerged from this study which merit specific attention. This is because they were the impetus for several operational recommendations and/or they involved several jurisdictions and if undertaken will take significant effort over a number of years to accomplish. These recommendations include:

1. Make improving the parking experience a top priority and customer service a guiding principle.
2. Recommend to the City that a third-party study be conducted to analyze the potential and effects of consolidating on-street and off-street parking management into a single system. This will help assure optimal coordination of services and rates throughout the downtown.
3. Phase out the Grove Street Garage Rebate to Boise City, thereby making available at least \$300,000 to be applied to the benefit of downtown and the downtown parking system.
4. Convene downtown parking/transportation/access summit meeting involving CCDC, Boise City, the DBA, ACHD and Valley Ride. Make sure that senior level leaders from each group participate. This could be an outgrowth of the Downtown Boise Mobility Study currently underway.
5. Brand the parking system and aggressively promote the above rate recommendations and the system generally throughout the Treasure Valley.
6. Task force outreach to various stakeholder groups is critical to explain the changes and promote the first hour free benefit.

Conclusion

The task force experience, while arduous at times, has proven enlightening. The system is far more complex than one perceives it to be when viewed from the outside. All involved, while not parking experts, now have a much clearer understanding of the system and how it operates.

It is notable that the IDA and consultant teams concluded that while areas of improvement are necessary, overall the parking system serves the downtown exceptionally well and compares favorably with other systems across the nation. We all hope that this investment of volunteer time and agency money will further enable Boise's downtown parking system to prosper for the benefit of the entire community.

I am available to answer any questions you have about our recommendations.