

TO: CITY MANAGER

DATE: 1997 08 22

FROM: DIRECTOR ENGINEERING

FILE: 55-05-03

SUBJECT: METROTOWN PARKING METER PROGRAM

PURPOSE: To secure Council approval for Capital funding related to the initiation of the parking meter program in Metrotown including purchase of meters, the establishment of tariffs.

RECOMMENDATIONS:

1. THAT Council approve the purchase of MacKay meters from Trafco Canada via the City of Vancouver tender extension.
2. THAT a Capital Works Expenditure Bylaw for the sum of \$430,000 be brought down.
3. THAT Council approve the meter implementation program as outlined in this report.

REPORT

1.0 INTRODUCTION

At its 1997 June 16 meeting, Council approved the recommendations:

1. *“THAT staff be authorized to participate in a cooperative tender with the City of Vancouver for the purchase of parking meters and revenue collection equipment for implementation of metered parking in Metrotown.*
2. *THAT a bylaw be prepared to enable the City to control and manage parking through the use of parking meters.”*

The first recommendation enabled Burnaby to participate in the Vancouver tender and with the recent conclusion of the tender, staff are recommending a purchase of meters and a Capital Works Expenditure Bylaw that will cover costs associated with the initiation of the program. The bylaw to enable the installation of meters has been prepared and enables Council to set meter tariff rates and fines.

2.0 METER PURCHASE

The City of Vancouver received three tenders for meters, two of which met the full specification. The total prices (net of GST) applicable to the City of Burnaby tender extension are as follows:

Trafco Ltd. (MacKay meters)	\$253,141.35
Curlette Sales Ltd. (Duncan meters)	\$259,162.50

The low bid, MacKay meters, selected by the City of Vancouver are also recommended by Burnaby staff. It is noted that the MacKay meters have an extended (2 year versus 1 year) warranty on the electronic mechanism. The above pricing reflects the purchase of 275 double headed meters, 28 single headed meters, heavy duty vault locks and extra sealed coin cannisters. In addition, we will be ordering a proprietary field computer for meter programming and audit.

The Purchasing Agent has reviewed the tender documents and concurs with the selection.

3.0 IMPLEMENTATION

The installation of the new meters will be carried out by City staff utilizing procedures refined at the City of Vancouver to maximize on-street security. The installation of posts will commence prior to meter delivery, and after the notification of adjacent businesses. At this time we expect that the meter heads will be available for installation early in November and we will advertise the commencement of operations in the local papers. Figure 1 (attached) maps the initial metered zones proposed for the Metrotown area.

Workshop/storage area is being created in the Works Yard to accommodate the ongoing requirements of the meter program. Other start-up cost items include the purchase of a vehicle, office computer, and concrete coring equipment.

Initially one FTE position would be created to handle day to day operation and administration of the metered zone including some component of meter enforcement. A final staffing plan will be developed based on the future demands of the parking meter program. This individual would also deal with other parking issues in the rest of the City. Ongoing additional maintenance and labour requirements will be met through the redeployment of Sign Shop staff as required.

The meters will arrive with tariff and time limit programmed for ease of installation. A charge of \$1 per hour is proposed with a three hour limit for the Metrotown area except the Library surface parking where there will be a 15 minute time limit to enforce turnover. The three hour limit is being proposed on assumption that adequate turnover will occur on the basis of price alone. If this is not the case, then adjustments will be made on the limit at specific locations.

4.0 CAPITAL REQUIREMENTS

In addition to the cost of the meters themselves, the installation and one-time start-up costs will be financed through Capital borrowing. The estimated Capital budget expenditure for the program is tabulated in Exhibit 2. Accordingly, Council approval to bring down a Capital Works Expenditure Bylaw for \$430,000 is recommended. The proposed expenditure is not included in the 1997 Capital Budget and would cause the 1997 budgetary provision for the Traffic Management component to be exceeded.

5.0 CONCLUSION

Staff are confident that the meter program will be cost effective and are expediting the initiation to realize the benefits early. A flexible phased approach is being taken with the recognition that there will be some experiential learning with this new program.

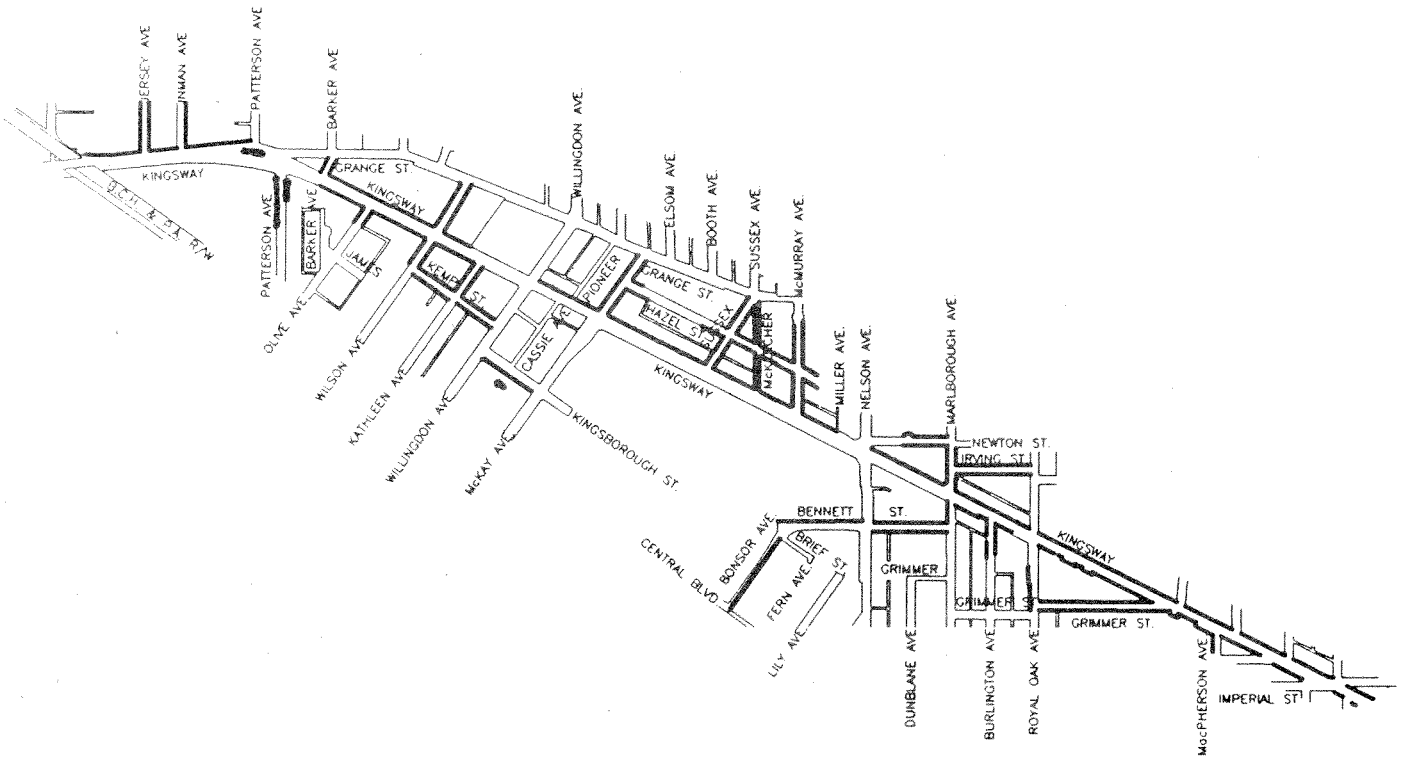
W.C. 
DIRECTOR ENGINEERING

PL:jb

Attach.

cc: Director Finance
City Solicitor

EXHIBIT I



LEGEND

— PROPOSED METERED PARKING

NO.	DATE	REVISION
<p>PROPOSED METERED PARKING ZONES IN METROTOWN (PHASE 1)</p>		
DRAWN BY:	G.FUNK	SCALE: N.T.S.
APPRV'D BY:	CDL	DATE: 97-08-25



A 445

Exhibit 2

Metrotown Meter Program Capital expenditure estimate

	Cost \$000
Purchase from Trafco(MacKay)	
Meters	\$270
Field Computer	\$4
Equipment	
Vehicle	\$28
Coring Machine	\$8
Office Computer	\$5
Installation	
Posts	\$16
Labour	\$50
Office/Shop Construction	\$28
Contingency/Misc.	\$21
Total (inclusive of gst.)	\$430

