

TRN 3.112: Parking Meter Revenue Allocation Policy

DEFINITIONS

Local area transportation plan – A plan that identifies transportation investments within a defined area of the city, adopted by City Council by ordinance or resolution, that is consistent with the City's Transportation System Plan and Comprehensive Plan.

Net Meter Revenue – Parking meter revenue allocated to a Parking Meter District after accounting for capital and operating costs and citywide allocations.

Parking meter district – An area of the City with specific boundaries listed in PBOT's Rules and Procedures Manual which has parking meters in some or all areas where on-street parking is provided, which has been designated as a Parking Meter District by City Council.

Parking meter district revenues – Revenues generated by time stay fees for on-street metered spaces within a meter district. Time stay parking meter fees are established in PBOT's Annual Fee Schedule.

Transportation Demand Management – Implementation of strategies to make more efficient use of transportation infrastructure, by reducing travel demand, or redistributing demand in space, time, or mode of travel.

The intent of this section of the Parking Meter District Policy is to provide general guidelines on how parking meter revenues are to be allocated by the City to support transportation and parking services.

Specific allocation of parking meter revenues will occur as part of the City's budget process.

The first priority for parking meter revenues is to pay the capital and operating costs of the meter system. Capital costs of meter systems include the cost of parking meters, ancillary equipment and all cost associated with the installation of the meters. Capital costs also include the costs to upgrade or replace meters and ancillary equipment as their useful life expires. This capital equipment can be financed in accordance with the City's financial and debt management policies or may be financed within PBOT through an internal loan.

Operating costs include all direct costs to operate, manage, maintain, and enforce the system, plus appropriate overhead costs of PBOT and the City's General Fund. Operating costs also include costs to mitigate parking impacts on adjacent neighborhoods that result from having parking meters in the adjoining commercial district.

Revenues remaining after capital and operating costs are covered may be allocated to support transportation services within the parking meter district and citywide.

For parking meter districts established before January 1, 1996, there is no requirement for a minimum amount of parking meter revenues remaining after capital and operating costs are covered to be allocated to support transportation services within the parking meter district where it was generated.

EXHIBIT B: CHANGES TO TRN 3.112: PARKING METER REVENUE ALLOCATION POLICY

For parking meter districts established after January 1, 1996, 51 percent of parking meter revenues remaining after capital and operating costs are covered will be allocated to support transportation services within the parking meter district where the revenue was generated.

For parking meter districts established on or after January 1, 2022, a local area transportation plan shall be adopted by the City Council, identifying the infrastructure improvements, transportation demand management programs, and placemaking projects and programs that will be eligible to receive net meter revenue funding. For the purposes of net meter revenue allocation, a local area transportation plan must be adopted by City Council, identify a specific geographic boundary that is closely related to a parking meter district, and be developed with broad public outreach. Local area transportation plans may be amended at the discretion of PBOT.

If a local area transportation plan has not yet been adopted by City Council for a parking meter district established on or after January 1, 2022, that parking meter district may refer to other adopted City transportation plans to determine the list of projects and programs that will be eligible to receive net meter revenue funding.

For districts established on or after January 1, 2022, once PBOT determines that the projects and programs eligible for net meter revenue funding identified in a local area transportation plan have been substantially completed, the share of revenue allocated to support transportation services within the meter district may be reduced.

Net meter revenues may be allocated to transportation projects and programs within the parking meter district where they were generated, and to areas that are adjacent and border the district, for the purpose of offsetting the direct impacts of a parking meter district on those bordering areas (such as residential neighborhoods).

Expenditures of net meter revenue should support one or more of the following key principles:

- Sound parking management:
 - Reducing the demand for on-street parking, and
 - Implementing data-driven best practices for parking management
- Supporting City goals by achieving one or more of the following performance measures:
 - Safety: Eliminate deaths and serious injuries.
 - Mobility, congestion, and climate: Decrease vehicle miles traveled by single-occupancy vehicles.
 - Equity: Improve access to transportation and destinations for marginalized people and areas, as measured by race and income of people living or working within the district where the funds originated.

For parking meter districts established between January 1, 1996 and January 1, 2022, designated committees were established by PBOT and will continue be involved in revenue allocation discussions.

For parking meter districts established on or after January 1, 1996, a recommended resource allocation plan will identify the annual expenditures of net meter revenue within a parking meter district. The recommended resource allocation plans must be approved by PBOT. PBOT approval shall be based on compliance with the criteria established in this TRN 3.112, and upon

EXHIBIT B: CHANGES TO TRN 3.112: PARKING METER REVENUE ALLOCATION POLICY

determination that the City has adequate financial resources to operate and maintain any physical improvements identified in a recommended resource allocation plan.

For parking meter districts established on or after January 1, 2022, the recommended resource allocation plan will be developed by PBOT and provided to the designated committee for review and comment.

Categories of eligible projects and programs include:

- A. Transportation demand management programs as provided in the Parking Management Manual.
- B. Public education programs designed to promote transportation projects or programs.
- C. Physical improvements in the public right-of-way (that meet City Engineer and Director approval).
- D. Maintenance of non-standard improvements. Parking meter districts must secure a commitment of revenue to pay for long-term maintenance of non-standard physical improvements prior to implementation. No PBOT resources other than the share of net meter revenues allocated to a parking meter district may be used to fund maintenance of non-standard improvements unless authorized by the PBOT Director.
- E. Physical improvements to the transportation system, especially those that improve the accessibility of parking meter districts by modes other than single-occupancy automobiles, such as transit, bicycle, walk, carpool, and public shared mobility services and infrastructure.
- F. Short-term off-street parking facilities for bikes, automobiles, or other modes. Off-street parking facilities for automobiles are eligible once all parking best practices have been implemented on-street and transportation demand management tools are utilized, as approved by PBOT.
- G. Local area transportation plans specific to a parking meter district. This may include a proportional share of the cost of any other plan adopted by City Council, limited to the portion of the plan related to management of the parking system within a parking meter district, or the list of projects and programs to be funded with net meter revenue within a parking meter district.
- H. Cleaning and litter removal in the transportation public right of way, including curb space such as for parking and loading, sidewalks, and bicycle lanes. Expenditures on litter removal and cleaning may not exceed 25% of a district's total annual net meter revenue and must be matched by other funding sources such as from an Enhanced Service District (ESD) or privately raised funds. Public funds and their match may not be used to clean private property. Only in extenuating circumstances such as a state of emergency declared by a government agency, may a district apply to PBOT for an exception to utilize more than 25% of annual net meter revenue.

All categories of eligible expenditures (A-H) listed above may only be used for improvement to the public right of way.