



## OFFICE OF MAYOR LENNY CURRY

### INTEROFFICE MEMORANDUM

TO: All City Employees  
FROM: Sam Mousa, Chief Administrative Officer  
DATE: January 22, 2016  
RE: Employee Parking Expectations

This memo serves as a reminder to the local laws that exist for on-street parking at meters throughout our city. In an effort to support the needs of employees and businesses in our downtown area, procedures, partnerships, and ordinances have been enacted. While we recognize that most of our city employees know and adhere to these laws, there may be some who could benefit from additional/clarifying information.

On-street parking (meters) is intended for short-term use. This would be for patrons of businesses or visitors to government offices. Long-term parking for daily employees is intended to be off-street in lots or garages.

- Ordinance Code section 802.106 (a) states, in part, *"It is unlawful for a person to deposit an additional coin or make alternative form of payment in a parking meter for the purpose of increasing or extending parking time for a vehicle beyond the lawful parking time which has been established for the zone in which the meter is located."* This practice, commonly referred to as "feeding the meter," prohibits the desired turnover of on-street parking spaces and creates problems for downtown patrons and visitors.
- Ordinance 2006-406-E added section 802.105 (f), which creates an exception for meters with maximum times of one hour or less. In these cases, the ordinance code permits visitors to extend their parking time for up to three hours. Section 802.105 (f) states *"... using any of the parking meters that are one hour or less shall be permitted to deposit additional coins for the purpose of increasing or extending the parking time for a vehicle for up to three hours."* Please note that there are very few meters in downtown that fit this description and, again, the intent is not to have these spaces utilized for long-term parking.

There are many long-term (off-street) parking options throughout downtown. If you need assistance in identifying these options, please contact Marilyn Prophet, Public Parking at 630-1399.

Please be advised that the Office of Public Parking has been instructed to increase their monitoring and enforcement of violations.

Thank you.