

## **RESOLUTION NO. R2018-27**

### **Expanding the Sound Transit Permit Parking Program and Delegating Establishment of Permit Rates**

<b>MEETING:</b>	<b>DATE:</b>	<b>TYPE OF ACTION:</b>	<b>STAFF CONTACT:</b>
Operations and Administration Committee	07/19/2018	Recommend to Board	Don Billen, PEPD Executive Director <b>Kevin Shively, Senior Planner, PEPD</b> <b>Brian Brooke, Senior Manager, PEPD</b>
Board of Directors	07/26/2018	Final Action	<b>Aron Paluba, Senior Coordinator, Operations</b>

(1) Expands Sound Transit's parking permit program, (2) establishes performance goals for the parking permit program, (3) authorizes the CEO to establish and adjust permit rates and make permits available in compliance with the program performance and permit price parameters established by the Board, and (4) supersedes Motion No. M2015-83.

### **KEY FEATURES SUMMARY**

- This action defines program parameters for an updated parking permit program with the goals of improving parking availability and increasing transit ridership per the System Access Policy (Resolution No. R2013-03).
- The parameters have been updated based on the agency's initial experience since the Board established the parking permit program in 2015. Motion No. M2015-83, which established the original program parameters, will be superseded by this action.
- The program will offer permits for single-occupancy vehicles (SOVs) at prices sufficient to cover permit program costs and consistent with market rates for monthly parking. Reduced rates will be offered to ORCA-LIFT qualified customers and high-occupancy vehicles (HOVs with two or more transit riders per vehicle).
- Permits will be optional for all participating facilities. Transit customers without permits will still have access to a portion of participating lots at no charge, as non-permitted spaces will continue to be available on a first-come, first-served basis to transit riders, as they are today.
- The permit program may be expanded to any and all facilities meeting the newly established threshold of utilization (90% or greater) for at least three consecutive months, and those new facilities directly serving Link light rail or projected to reach the 90% utilization threshold within one year of opening.
- The System Access Policy states that permit fees and pricing would be established by the Board. This action serves as Board delegation to the CEO to establish and adjust the price as well as the quantity of monthly parking permits, permit and permit space use restrictions, and/or the number of permit restricted spaces offered at each station, as necessary to achieve program performance goals.

### **BACKGROUND**

Accommodating safe and convenient customer access to the regional transit system is integral to Sound Transit's mission to improve mobility for Central Puget Sound. Accordingly, Sound Transit's System Access Policy (Resolution No. R2013-03) provides a framework for the agency's support and management of infrastructure and facilities to provide customer access to transit services, with the goals to "increase ridership," and to "Encourage convenient and safe

connections to Sound Transit services through all access modes, including [among other modes] vehicles requiring parking.”

Per Resolution No. R2013-03, Sound Transit “may implement parking management tools to increase ridership, ensure parking availability for transit users and efficient use of parking facilities, support transit and facility operations, and support transit access improvements.”

### **Pilot Project**

A pilot project conducted at four park and ride facilities (Mukilteo Station, Issaquah Transit Center, Tukwila International Boulevard Station, and Sumner Station) from February-July 2014 tested and confirmed high public interest and market demand for both HOV and SOV parking permits. The pilot also increased the number of transit riders per parked vehicle.

### **Current Parking Permit Program**

Through Motion No. M2015-83, the Sound Transit Board approved the creation of a permit program for managing customer parking at Sound Transit facilities with high parking demand. Sound Transit currently operates the permit program at Link light rail stations, or agency-owned facilities with utilization at 97% or higher for the most recent three month period. At these facilities, up to 50% of the available spaces can be reserved for permit holders only during the morning peak.

In order for a park and ride facility to be included in the permit parking program, Sound Transit must have the authority to implement parking restrictions and make necessary changes to the parking facility (e.g. signage, pavement markings, and equipment installation). Fee-based permit implementation is excluded at selected state-owned facilities, where parking must be provided free of charge by state law.

Phase one of the permit program (HOV permits) were introduced with the opening of Angle Lake Station in September 2016 at a cost of \$5 per month and provide access to reserved parking for patrons arriving by carpool, vanpool, or vanshipare. HOV permits are currently available at nine Sound Transit facilities.

### **Parking Permit Program Goals**

Under this action Sound Transit will establish the following goals for management of parking facilities and the parking permit program:

1. Maximize the number of daily transit riders per parking stall across all agency operated facilities.
2. Prioritize the availability of parking for transit riders seeking to access the regional transit system throughout the AM peak period.

The performance goals are directly related to addressing common complaints received by Sound Transit and transit agency partners about the difficulty of finding space at regional park and ride facilities. Survey respondents’ top priority for program design was: “Making sure that there’s always an open parking space – design programs to manage demand and ensure there’s always an open space.”

## Updated Parameters to the Parking Permit Program

This action changes the parking utilization threshold for permit implementation (HOV and SOV) from 97% to 90% or higher for at least three consecutive months, allowing program expansion to popular facilities in Snohomish, King, and Pierce Counties (Edmonds Station, Mukilteo Station, Mercer Island Park & Ride, and Lakewood Station currently meet this threshold in addition to the facilities with HOV permit programs). All future facilities built to provide access to Link light rail, or projected to reach 90% utilization within the first year, would be eligible for permit implementation at opening.

The following parameters would be established for the implementation of the parking permit program:

- The CEO may issue parking permits and restrict through enforcement the use of selected parking spaces to permit holders during defined periods of time such as the AM peak period, at selected Sound Transit parking facilities.
- The CEO may issue parking permits for any agency-operated parking facility where average weekday utilization is 90% or higher for at least three consecutive months, or for new facilities if they provide direct access to Link light rail or are projected to reach 90% utilization within the first year of operation.
- The CEO may allocate up to 50% of the total number of parking stalls provided for transit rider use at any Sound Transit facility for exclusive use of HOV and/or SOV parking permit holders during permit enforcement hours.
- To increase transit ridership per Resolution No. R2013-03, Sound Transit will continue to prioritize the marketing and issuance of HOV parking permits over SOV permits at all participating facilities.
- SOV parking permits will initially be made exclusively available to residents of the Sound Transit District, but the program may be expanded to allow non-residents to purchase permits at a price established by the CEO should the CEO determine it is in the best interests of Sound Transit.

### *Establishing permit prices and availability*

The following additional parameters would be established for the CEO to determine initial permit prices and availability for HOV and SOV permits, including initial implementation of permit programs at future parking facilities:

- Permit prices will be sufficient to recover, at a minimum, the administrative and enforcement costs of the permit program at each permitted facility.
- SOV permit prices will be established in consideration of market rates for monthly paid parking alternatives otherwise available to customers.
- Reduced-price SOV permits for ORCA-LIFT qualified customers will be no more than 50% of the full SOV permit price for the same facility.
- HOV permit prices and availability will be established to incentivize use of HOV over SOV parking.

### *Changing permit prices and availability*

Consistent with the parameters for initial permit pricing and the parking permit program, the CEO may adjust permit prices and availability, use restrictions for permits and permit spaces,

and determine the number of permit-restricted spaces at each facility as necessary to achieve program goals and the following performance targets for each facility:

- The number of customers on the wait list for either SOV, or HOV parking permits at each facility should not exceed 15% of the total quantity of such parking permits issued.
- The total utilization of permit parking at each facility should not regularly (for three consecutive months) exceed effective capacity of 97% of stalls reserved for permit holders during the enforcement period.
- SOV permit prices should remain competitive with market rates for monthly parking available to transit riders.

### **Performance Evaluation and Measurement**

To evaluate the performance of the permit program in relation to system access policy goals and the goals and performance targets established in this action, and to inform the CEO's adjustment of program factors including permit quantity and price, Sound Transit shall regularly monitor the utilization of all spaces (permit restricted and unrestricted) in all Sound Transit owned and operated parking facilities. This includes monitoring at least annually the hourly utilization and duration of use of spaces by individual vehicles (e.g. "turnover") in each facility, as well as the person occupancy of a sample of arriving vehicles, as necessary to estimate the total daily transit ridership per space for each facility. Sound Transit will also conduct customer surveys of parking users and customers arriving at the facilities by other modes.

### **Analysis of Initial Permit Prices**

While authorizing the CEO to make administrative decisions regarding permit pricing will allow Sound Transit to be more efficient and responsive to local market conditions in program administration, the following factors will guide the initial 2018 rate setting process consistent with the program goals and parameters established in this action:

- An analysis conducted by Sound Transit of market rates for monthly commuter parking permits at existing public and private parking facilities in the vicinity of permitted Sound Transit facilities shows an average regional rate of \$90 per month, varying between \$30 per month to \$150 per month depending on location.
- The minimum price for SOV permits needed to ensure recovery of permit program administrative and enforcement costs is \$30 per month.
- Based on an equity analysis performed by staff, at the market average rate of \$90 per month for SOV permits, a monthly rate of \$30 per month for discounted SOV permits for ORCA-LIFT qualified customers would reflect a proportionate financial burden on low-income households. In general, a discounted rate for ORCA-LIFT customers of between 30% to 50% of the full rate at each facility would maintain relative discount levels among facilities.
- Eliminating the current \$5 per month fee for HOV permits would maximize the pricing incentive for use of HOV permits over SOV permits, consistent with the goal of maximizing the number of transit riders per stall. It may also enable the HOV program to be implemented in the future at WSDOT-funded facilities at which no parking pricing may be implemented under current state law.

## **PROGRAM ADMINISTRATION**

Sound Transit vendor Republic Parking is currently under contract with Sound Transit to handle administration, including permit sales, customer service, facility monitoring, and enforcement of the HOV Permit program that is currently offered at nine Sound Transit owned parking facilities.

Should the Sound Transit Board of Directors approve this action, the scope of work and budget for this contract with Republic Parking will also cover administration and operation of the SOV parking permit program.

## **FISCAL INFORMATION**

The adopted 2018 revenue budget includes \$11,500 for the current HOV permit parking program priced at \$5 per month. Using the average market price of \$90 for the SOV permit program will raise an estimated \$2 million per year in net revenue from all qualifying Sound Transit owned and operated parking facilities. This exceeds the amount required to cover costs for permit program administration, including signage, permit sales, facility monitoring and enforcement. This amount does not cover the full cost of parking to Sound Transit, inclusive of the amortized cost of land, capital construction, project financing, security, and other parking-related agency expenses. Revenue derived from parking fees over and above the amounts assumed in the ST3 financial plan will be directed to the ST3 System Access Fund to further improve station access and safety, including bicycle and pedestrian access improvements.

## **TITLE VI COMPLIANCE**

Sound Transit has performed a Title VI compliance analysis of permit program and determined that the program will not cause a disparate impact on low-income or minority populations.

## **PUBLIC INVOLVEMENT**

This action has been motivated and shaped by extensive input from transit riders, park and ride facility users, and district residents at large. The purpose and intent of the parking permit program authorized in Motion No. M2015-83, and of this action – to improve parking availability and the reliability of customer access to the regional transit system – is a direct response to common complaints received by Sound Transit about the difficulty of finding parking at our regional park and ride facilities.

Sound Transit has worked collaboratively with King County Metro in the development and implementation of the permit program. King County began offering free HOV permits at 15 county-owned and/or operated facilities in 2017.

To inform the design of this SOV parking permit program, Sound Transit and King County Metro undertook joint public outreach, focused on potential goals and objectives for parking management and specific program design options.

The outreach period launched in February 2018 with an online survey, which was open for six weeks. Beginning in March 2018, customer outreach occurred at 25 park and rides and several neighborhood drop-in sessions took place throughout the region. Over 3,600 completed surveys were received (a total of 4,325 surveys were submitted with full or partial responses).

When asked which goals Metro and Sound Transit should prioritize when designing parking management, the highest stated priority (with nearly twice the support of other responses) was: “Making sure that there’s always an open parking space – design programs to manage demand and ensure there’s always an open space.”

## **TIME CONSTRAINTS**

The intent of this action is to authorize SOV permit program development and implementation, such that the program can be initiated with the opening of the Northgate Link Park and Ride facility, which is set to open in October 2018. A one month or longer delay in Board action would limit the opportunity to implement the program at Northgate opening.

## **PRIOR BOARD/COMMITTEE ACTIONS**

Motion No. M2016-84: Authorized the chief executive officer to execute a one-year contract with four one-year options to extend with Republic Parking Northwest to provide transit park-and-ride management and enforcement services in the amount of \$2,810,683, with a 10% contingency of \$281,068, for a total authorized contract amount not to exceed \$3,091,751

Motion No. M2015-83: Approved a program design for the parking permit program to manage Sound Transit-operated parking facilities; and establishes a rate for High Occupancy Vehicle Permits at \$5 per month

Motion No. M2013-59: Authorized a parking management pilot to test the use of parking permits, rideshare collaboration, and real-time parking availability monitoring at selected Sound Transit parking facilities

Resolution No. R2013-03: Established a parking and system access policy for infrastructure and improvements to facilitate customer access to Sound Transit services, and superseding Motion No. M2002-122.

## **ENVIRONMENTAL REVIEW**

KH 7/12/18

## **LEGAL REVIEW**

AJP 7/13/18

## **RESOLUTION NO. R2018-27**

A RESOLUTION of the Board of the Central Puget Sound Regional Transit Authority (1) expanding Sound Transit's parking permit program, (2) establishing performance goals for the parking permit program, (3) authorizing the CEO to establish and adjust permit rates and make permits available in compliance with the program performance and permit price parameters established by the Board, and (4) superseding Motion No. M2015-83.

WHEREAS, the Central Puget Sound Regional Transit Authority, commonly known as Sound Transit, was formed under chapters 81.104 and 81.112 of the Revised Code of Washington (RCW) for the Pierce, King, and Snohomish Counties region by action of their respective county councils pursuant to RCW 81.112.030; and

WHEREAS, Sound Transit is authorized to plan, construct, and permanently operate a high-capacity system of transportation infrastructure and services to meet regional public transportation needs in the Central Puget Sound region; and

WHEREAS, in general elections held within the Sound Transit district on November 5, 1996, November 4, 2008, and November 8, 2016, voters approved local funding to implement a regional high-capacity transportation system for the Central Puget Sound region; and

WHEREAS, accommodating safe and convenient customer access to the regional transit system is integral to Sound Transit's mission to improve mobility for Central Puget Sound; and

WHEREAS, pursuant to Resolution No. R2013-03, adopted by the Board in March 2013, Sound Transit "may implement parking management tools to increase ridership, ensure parking availability for transit users and efficient use of parking facilities, support transit and facility operations, and support transit access improvements;" and

WHEREAS, a pilot project conducted at four park and ride facilities from February through July 2014 tested and confirmed high public interest and market demand for both high-occupancy vehicle (HOV) and single-occupancy vehicle (SOV) parking permits and increased the number of transit riders per parked vehicle; and

WHEREAS, through Motion No. M2015-83, the Sound Transit Board approved the creation of a permit program for managing customer parking at Sound Transit facilities with high parking demand for patrons arriving by carpool, vanpool, or vanship while establishing a permit price for HOV permits; and

WHEREAS, the second phase of the program will offer fee-based reserved parking for patrons driving alone to selected Sound Transit parking facilities; and

WHEREAS, updated parameters for the parking permit program would allow the program to expand to popular facilities in Snohomish, King, and Pierce Counties; and

WHEREAS, authorizing the CEO to make administrative decisions regarding permit pricing will allow Sound Transit to be more efficient and responsive to local market conditions in program administration; and

WHEREAS, parameters would be established for the implementation of the parking permit program, the initial pricing of parking permits, and adjustments to permit prices and availability, use restrictions for permits and permit spaces, and the number of permit-restricted spaces at each facility as necessary to achieve program goals and performance targets established by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Central Puget Sound Regional Transit Authority that:

Section 1: Sound Transit's parking permit program is expanded through the establishment of the following program parameters:

- The CEO may issue parking permits and restrict through enforcement the use of selected parking spaces to permit holders during defined periods of time such as the AM peak period, at selected Sound Transit parking facilities.
- The CEO may issue parking permits for any agency-operated parking facility where average weekday utilization is 90% or higher for at least three consecutive months, or for new facilities if they provide direct access to Link light rail or are projected to reach 90% utilization within the first year of operation.
- The CEO may allocate up to 50% of the total number of parking stalls provided for transit rider use at any Sound Transit facility for exclusive use of HOV and/or SOV parking permit holders during permit enforcement hours.
- To increase transit ridership per Resolution No. R2013-03, Sound Transit will continue to prioritize the marketing and issuance of HOV parking permits over SOV permits at all participating facilities.
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Consistent with the parameters for initial permit pricing and the parking permit program, the CEO may adjust permit prices and availability, use restrictions for permits and permit spaces, and determine the number of permit-restricted spaces at each facility as necessary to achieve program goals and the following performance targets for each facility:



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- The total utilization of permit parking at each facility should not regularly (for three consecutive months) exceed effective capacity of 97% of stalls reserved for permit holders during the enforcement period.
- SOV permit prices should remain competitive with market rates for monthly parking available to transit riders.

Section 2: The following performance goals are established for the parking permit program:

1. Maximize the number of daily transit riders per parking stall across all agency operated facilities.
2. Prioritize the availability of parking for transit riders seeking to access the regional transit system throughout the AM peak period.

Section 3: The CEO is authorized to establish and adjust permit rates and make permits available in compliance with the program performance and permit price parameters established by the Board.

Section 4: Motion No. M2015-83 is superseded.

ADOPTED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on July 26, 2018.

  
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Dave Somers  
Board Chair

ATTEST:

  
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Kathryn Flores  
Board Administrator