

**NOTICE OF STUDY SESSION**  
**Architectural Review Board and Parking Meter Presentation**  
CITY HALL, Fifth Floor  
6801 Delmar Blvd., University City, Missouri 63130  
**Monday, February 24, 2025**  
**5:30 p.m.**

**AGENDA**

1. Meeting called to order
2. Changes to Regular Agenda
3. Architectural Review Board
4. Parking Meter Presentation
5. Adjournment

The public may also observe via:

Live Stream via YouTube:

[https://www.youtube.com/channel/UCyN1EJ\\_-Q22918E9EZimWoQ](https://www.youtube.com/channel/UCyN1EJ_-Q22918E9EZimWoQ)

Posted this 21<sup>st</sup> day of February. 2025.



# Draft Code Language: Architectural Review Board

February 24, 2025

# Recap from 8/12/2024

## Staff presented:

- Options for structure/procedures of ARB
- Differences between ARB and existing IRB
- Examples from peer cities

## Direction from Council:

- Standalone board (work with, but not part of PC)
- Initially limited in scope
- Questions about burden on developers and property owners
- Consider relationship with private subdivisions
- Replace Infill Review Board with ARB

# Overview

- Presenting draft code language and highlighting where more discussion is needed
- Started with existing IRB codes (Chapter 120, Article XVIII)
- Utilized peer city ARB codes to modify and supplement existing code language
- Proposing new article in Chapter 400 (zoning code) for architectural review

# **Proposed changes to existing IRB, creating an ARB**

Chapter 120 (Commissions, Authorities,  
Boards and Committees)

> Article XVIII Infill Review Board

## **Section 120.980. Intent.**

- The intent of the City Council is to establish an Architectural Review Board (ARB) **to promote high standards of architectural design**, thereby serving the general welfare of the community. The purpose for having architectural review is to ensure that architectural design of certain types of projects is in harmony with the architectural scheme of the building, site, and surrounding area as well as contributing to sense of place found in the City's neighborhoods, gateways, and business activity areas.

## **Section 120.980. Intent.**

- The intent of the review process, standards, and guidelines is to enhance these qualities in the City while striving not to impede individual creativity for the sake of conformity.
- **The ARB shall act solely in an advisory capacity.** The ARB shall have no power to adopt, enforce, or administer any building, subdivision, zoning or other regulation or ordinance.

## **Section 120.990. Composition; Terms; Removal; Vacancies.**

1. The ARB shall consist of **five (5) members**. Of these five members, **up to two (2) members of the Plan Commission may be appointed** by and at the discretion of the Chairperson of the Plan Commission.
2. All members shall be residents of University City.



## **Section 120.990. Composition; Terms; Removal; Vacancies.**

3. At least **one member of the ARB shall be a professional in architecture, landscape architecture, urban design**, or a related profession.
4. No member will receive monetary compensation.
5. The ARB may elect from its members a Chairperson and a Vice Chairperson.
6. The ARB may adopt such **rules of procedure** as it deems necessary to effectuate the provisions of this Chapter.

## **Section 120.990. Composition; Terms; Removal; Vacancies. (cont.)**

7. The Mayor and Councilmembers may appoint the first members. Thereafter, all vacancies shall be appointed by the City Council. Of those first (1st) appointed, each shall be randomly assigned a one (1), two (2) or three (3) year term, renewable thereafter for three (3) year terms.
8. Appointment priority should be given to qualified design reviewers who are competent to interpret proposals and make judgments regarding both design guideline conformance and design quality.
9. Members are subject to removal without cause by a two-thirds (2/3) vote of the City Council.

# **Proposed new article:**

Chapter 400 (Zoning Code)

> Article XVI Architectural Review

# **Article XVI Architectural Review**

## **Division 1 Applicability**

Section 400.XXXX Applicability.

1. No building permit for construction, reconstruction, or other exterior alteration of buildings and structures identified in this section shall be issued without a decision of the Architectural Review Board (ARB) as set forth in this section unless otherwise stated.

# Article XVI Architectural Review

## Division 1 Applicability *(continued)*

2. Architectural review shall be required for the following, when visible from the street, in all zoning districts:
  - a. Construction of new principal structures
  - b. Construction of new accessory structures greater than 200 square feet
  - c. Additions greater than 200 square feet
3. **Projects within local historic districts**, as described in Article VI of this Chapter, are under the purview of the Historic Preservation Commission and therefore **are not subject to architectural review.**

# **Article XVI Architectural Review**

## **Division 2 Architectural Review Procedures**

### Section 400.XXXX Application Requirements.

1. An application form for architectural review shall be completed and filed with the Department of Planning and Zoning. Application forms and a list of the required submittal materials are available at the office of Planning and Zoning during regular business hours and on the city's website.
2. The application document will provide a description of the project and plans and other pertinent information required for submittal by the applicant as part of the architectural review process.

# Article XVI Architectural Review

## Division 2 Architectural Review Procedures *(continued)*

3. The Director of Planning and Zoning or the ARB may request that the applicant provide exhibits, sketches, examples of materials, renderings, or other documentation to assist in its decision.
4. If the property under review is located in a private subdivision, the applicant shall provide evidence that the subdivision trustees have approved the proposed work. **The ARB will not review projects in private subdivisions that have not received approval from their trustees.**

# **Article XVI Architectural Review**

## **Division 3 Review Criteria**

Section 400.XXXX Review Criteria.

Architectural review decisions shall be based on the extent to which proposed projects comply with the Architectural Design Guidelines in Division 5 of this Article.



# Article XVI Architectural Review

## Division 4 Period of Validity and Appeals

### Section 400.XXXX Time Limit.

1. Within **12 months** of the date the architectural review application is approved, the **applicant shall be required to gain approval of a building permit for the relevant work and have commenced substantial construction.** Failure to comply with this timing shall result in the expiration of the architectural review approval unless an alternative time schedule has been approved by the Architectural Review Board.

# **Article XVI Architectural Review**

## **Division 4 Period of Validity and Appeals**

*(continued)*

2. The Architectural Review Board may grant up to two extensions not exceeding 12 months each upon written request submitted no later than 30 days prior to the date such architectural review approval shall expire.

# **Article XVI Architectural Review**

## **Division 5 Architectural Design Guidelines**

- Design professionals will be contracted to produce the Architectural Design Guidelines
- Board should be established first and serve as an advisory committee for the creation of the guidelines

# Next Steps

- Identify undecided procedures or requirements
- Legal review
- Hire design professionals to create guidelines
- Seek community feedback
- Adopt revised code language

## **Chapter 120, Article XVIII Architectural Review Board**

### **Section 120.980. Intent.**

The intent of the City Council is to establish an Architectural Review Board (ARB) to promote high standards of architectural design, thereby serving the general welfare of the community. The purpose for having architectural review is to ensure that architectural design of certain types of projects is in harmony with the architectural scheme of the building, site, and surrounding area as well as contributing to sense of place found in the City's neighborhoods, gateways, and business activity areas. The intent of the review process, standards, and guidelines is to enhance these qualities in the City while striving not to impede individual creativity for the sake of conformity. The ARB shall act solely in an advisory capacity. The ARB shall have no power to adopt, enforce, or administer any building, subdivision, zoning or other regulation or ordinance.

### **Section 120.990. Composition; Terms; Removal; Vacancies.**

1. The ARB shall consist of five (5) members. Of these five members, up to two (2) members of the Plan Commission may be appointed by and at the discretion of the Chairperson of the Plan Commission.
2. All members shall be residents of University City.
3. At least one member of the ARB shall be a professional in architecture, landscape architecture, urban design, or a related profession.
4. No member will receive monetary compensation.
5. The ARB may elect from its members a Chairperson and a Vice Chairperson.
6. The ARB may adopt such rules of procedure as it deems necessary to effectuate the provisions of this Chapter.
7. The Mayor and Councilmembers may appoint the first members. Thereafter, all vacancies shall be appointed by the City Council. Of those first (1st) appointed, each shall be randomly assigned a one (1), two (2) or three (3) year term, renewable thereafter for three (3) year terms.
8. Appointment priority should be given to qualified design reviewers who are competent to interpret proposals and make judgments regarding both design guideline conformance and design quality.
9. Members are subject to removal without cause by a two-thirds (2/3) vote of the City Council.

### **Section 120.1020. Powers and Duties.**

The Architectural Review Board shall have the authority to review and determine whether building plans will adhere to the architectural design guidelines as designated in Chapter 400, Article XVI, Division 3.

### **Section 120.1030. Recommendations For Approval or Disapproval of Applications.**

As soon as possible, but not more than ten (10) days after a scheduled public hearing, the ARB shall report its recommendations for approval or disapproval of applications to the Zoning Administrator for the next step in the approval process pertaining to that project type. The recommendations of the ARB shall not be binding on the Plan Commission or the City Council.

## Edited version

### Draft code language for creating an Architectural Review Board

#### **Section 120.1040. Definitions.**

The definitions and the rules of construction and interpretation for language related to this division are set forth in Chapter 400, Article II.



(New article proposed)

## **Chapter 400, Article XVI Architectural Review**

### **Division 1 Applicability**

#### Section 400.XXXX Applicability.

1. No building permit for construction, reconstruction, or other exterior alteration of buildings and structures identified in this section shall be issued without a decision of the Architectural Review Board (ARB) as set forth in this section unless otherwise stated.
2. Architectural review shall be required for the following, when visible from the street, in all zoning districts:
  - a. Construction of new principal structures
  - b. Construction of new accessory structures greater than 200 square feet
  - c. Additions greater than 200 square feet
3. Projects within local historic districts, as described in Article VI of this Chapter, are under the purview of the Historic Preservation Commission and therefore are not subject to architectural review.

### **Division 2 Architectural Review Procedures**

#### Section 400.XXXX Application Requirements.

1. An application form for architectural review shall be completed and filed with the Department of Planning and Zoning. Application forms and a list of the required submittal materials are available at the office of Planning and Zoning during regular business hours and on the city's website.
2. The application document will provide a description of the project and plans and other pertinent information required for submittal by the applicant as part of the architectural review process.
3. The Director of Planning and Zoning or the ARB may request that the applicant provide exhibits, sketches, examples of materials, renderings, or other documentation to assist in its decision.
4. If the property under review is located in a private subdivision, the applicant shall provide evidence that the subdivision trustees have approved the proposed work. The ARB will not review projects in private subdivisions that have not received approval from their trustees.

#### Section 400.XXXX Staff Review and Transmission to the ARB.

Upon determination that an ARB application is complete, the Director of Planning & Zoning shall distribute the application and any related reports and documentation to the Architectural Review Board prior to the meeting where the application is to be reviewed.

#### Section 400.XXXX ARB Review and Decision.

1. The review of applications by the ARB shall be as set forth in this subsection.

**Edited version**  
Draft code language for creating an Architectural Review Board

2. The following shall apply to all applications for architectural review regardless of type.
  - a. Following receipt of the application, the ARB shall hold a public meeting to review the application.
  - b. In reviewing the application, the ARB shall, at a minimum, consider the reports and opinions transmitted by the Director of Planning and Zoning and the review criteria established in Division 3 of this Article.
3. Advisory decisions.
  - a. Within 90 days after the application is determined to be complete, the Architectural Review Board shall review any application for a development or activity that is subject to architectural review.
  - b. If the ARB fails to act within 90 days from the date the application is determined to be complete, or an extended period of time as may be agreed upon by the ARB and the applicant, then the application shall be considered approved as submitted by the applicant, as described in this section.

**Division 3 Review Criteria**

Section 400.XXXX Review Criteria.

Architectural review decisions shall be based on the extent to which proposed projects comply with the Architectural Design Guidelines in Division 5 of this Article.

**Division 4 Period of Validity and Appeals**

Section 400.XXXX Time Limit.

1. Within 12 months of the date the architectural review application is approved, the applicant shall be required to gain approval of a building permit for the relevant work and have commenced substantial construction. Failure to comply with this timing shall result in the expiration of the architectural review approval unless an alternative time schedule has been approved by the Architectural Review Board.
2. The Architectural Review Board may grant up to two extensions not exceeding 12 months each upon written request submitted no later than 30 days prior to the date such architectural review approval shall expire.

Section 400.XXXX Appeals.

Any person or entity claiming to be injured or aggrieved by any binding decision of the Architectural Review Board shall have the right to appeal the decision to the St. Louis County Circuit Court.

**Division 5 Architectural Design Guidelines**

*to be developed*



## Chapter 120, Article XVIII ~~Residential Infill Architectural~~ Review Board

### Section 120.980. Intent.

The intent of the City Council is to establish an ~~an Residential Infill Architectural~~ Review Board (~~IRB~~ARB) ~~to promote high standards of architectural design, thereby serving the general welfare of the community. The purpose for having architectural review is to ensure that architectural design of certain types of projects is in harmony with the architectural scheme of the building, site, and surrounding area as well as contributing to sense of place found in the City's neighborhoods, gateways, and business activity areas. The intent of the review process, standards, and guidelines is to enhance these qualities in the City while striving not to impede individual creativity for the sake of conformity that shall field complaints in matters of residential infill to ascertain whether the desires of the neighboring property owners and of the applicant can be brought closer together. The IRB~~ARB shall act solely in an advisory capacity. ~~The IRB~~ARB shall have no power to adopt, enforce, or administer any building, subdivision, zoning or other regulation or ordinance.

### Section 120.990. ~~Composition; Terms; Removal; Vacancies~~Established—~~Composition~~.

1. ~~The IRB~~ARB shall consist of ~~seven (7)~~ ~~five (5)~~ members. ~~Additionally, of these five members, up to two (2) three (3) members of the Plan Commission may be appointed by and at the discretion of the Chairperson of the Plan Commission.~~
2. ~~All members shall be citizens/residents of University City.~~
3. ~~At least one member of the ARB shall be a professional in architecture, landscape architecture, urban design, or a related profession.~~
4. ~~No member will receive monetary compensation.~~
5. ~~The IRB~~ARB may elect from its members a Chairperson, ~~and a Vice Chairperson, and a Secretary, if~~
1. ~~The ARB may adopt such rules of procedure as it deems necessary to effectuate the provisions of this Chapter. The Secretary shall submit written summaries of each IRB meeting to the City Council and City Manager.~~
6. ~~Section 120.1000, Appointment and Terms of Members—Filling Vacancies—Qualifications—Removal:~~
7. The Mayor and ~~each~~ Councilmembers may appoint ~~one (1) of the first (1st) the first~~ members. Thereafter, all vacancies shall be appointed by the City Council. Of those first (1st) appointed, each shall be randomly assigned a one (1), two (2) or three (3) year term, renewable thereafter for three (3) year terms.
8. Appointment priority should be given to qualified design reviewers who are competent to interpret proposals and make judgments regarding both design guideline conformance and design quality.
9. ~~Every effort should be made to include at least one (1) architect and one (1) landscape architect.~~ Members are subject to removal without cause by a two-thirds (2/3) vote of the City Council.

### ~~Section 120.1010, Notification To Neighbors—Public Hearing:~~

**Commented [MK1]:** Should the ARB make final determination? Should City Council have to make final approval?

**Commented [MK2]:** We are suggesting a smaller board at least initially.

**Commented [MK3]:** We are suggesting keeping this feature so that the Plan Commission has a connection to architectural review, which is something they've requested. Mayor Crow also suggested having them involved in the ARB to some degree without overburdening them.

**Commented [MK4]:** How many of the 5 members should be architects?

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**Commented [MK5]:** Should this only be in the bylaws, not the code, since it's only relevant at the beginning?

How do we handle the first board members if we are recommending only 5 members, not 7 which matches the council and mayor?

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- A.—All property owners within three hundred (300) feet of the project property with street frontage on the same street and all property owners within one hundred fifty (150) feet of the project property shall be notified by the Zoning Administrator, within ten (10) days of receipt of an application, that they may request a public hearing with the applicant and design agent present to explain the project and answer questions. The applicant shall include a list of such property owners and their addresses with the application when it is filed;
- B.—A public hearing shall be held, with the property owners, applicant, and developer present, if a petition signed by at least sixty percent (60%) of the property owners within said radius is presented to the Zoning Administrator within ten (10) business days after notification is sent to the property owners, with a contact person designated therein. The Zoning Administrator shall notify the contact person of the date, time and location of the public hearing. At the public hearing, which shall be set up by the Zoning Administrator and held by the IRB within ten (10) days after the Zoning Administrator's receipt of the petition, if the applicant is not willing to make changes asked for to the satisfaction of the petitioners, then the IRB shall perform its duties as set out in Section 120.1020 of this Chapter.

**Section 120.1020. Powers and Duties.**

The Architectural Review Board shall have the authority to review and determine whether building plans will adhere to the architectural design guidelines as designated in Chapter 400, Article XVI, Division 3.

- A.—The IRB shall examine applications for residential subdivisions and building permits related thereto to determine whether the proposed project will achieve general conformity with the prevailing style and design of the surrounding neighborhood and is conducive to the proper residential development of the City. "Subdivision", as used in this Chapter, shall mean:
  - ⊖.—The division or re-division of a tract of land into two (2) or more lots; or
  - ⊖.—The consolidation of two (2) or more tracts of land into one (1) lot; or
  - ⊖.—The adjustment of one (1) or more boundaries between two (2) or more lots.
- A.—The IRB shall review applications for residential subdivisions and building permits for new construction which is replacing a house to be demolished or which had been demolished within three (3) years of the application date on the existing lot for compliance with the spirit of the Comprehensive Plan, specifically with regard to ensuring that the neighborhood is not harmed by devaluation due to lot size, setbacks, water drainage, tree removal, availability of off-street parking and access by emergency vehicles, or other pertinent factors.
- A.—In determining whether the proposed infill building conforms with the prevailing neighborhood pattern, the IRB shall consider all factors including, without limitation, whether the proposed infill building conforms with Subsections (A) and (B) of this Section, and additionally the
  - ⊖.—Massing and volumetric articulation;
  - ⊖.—Roof geometry and roofing materials;
  - ⊖.—Facade composition and fenestration patterns;
  - ⊖.—Facade materials, details, and ornamentation; and
  - ⊖.—Landscaping patterns, forms and materials;

**Commented [MK6]:** We are recommending that there NOT be public hearings and notifications of neighbors. The IRB required that neighbors petition to have infill review occur, but the ARB will specify which projects require review rather than leave this to the discretion of neighbors.

Rather than have public comment at public meetings, we suggest that engagement be done during the creation of the architectural design guidelines. We could also write into the code that those guidelines be updated periodically (every 10-15 years) and invite public comment during that process.

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~~B. The IRB shall strive to ensure that individual creativity is not suppressed just for the sake of strict conformity.~~

**Section 120.1030. Recommendations For Approval or Disapproval of Applications.**

As soon as possible, but not more than ten (10) days after a scheduled public hearing, the ~~IRB~~ shall report its recommendations for approval or disapproval of applications ~~for residential subdivisions to the Zoning Administrator for presentation to the Plan Commission; for the next step in the approval process pertaining to that project type. Once the Plan Commission approves or disapproves the recommendations of the IRB, the recommendations shall be reported to the City Council and the City Manager.~~ The recommendations of the ~~IRB~~ shall not be binding on the Plan Commission or the City Council.

**Commented [NC7]:** State in the bylaws that ARB review takes place before PC meeting?

~~A. As soon as possible, but not more than ten (10) days after a scheduled public hearing, the IRB shall report its recommendations for approval or disapproval of applications for building permits to the Zoning Administrator for presentation to the City Manager and the City Council. The recommendations of the IRB shall not be binding on the City Manager or the City Council.~~

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~~The IRB shall, from time to time, recommend to the City Council changes in the building, subdivision, and zoning ordinances for more harmonious and neighborhood-enhancing subdivisions and residential infill construction within any neighborhood.~~

**Section 120.1040. Definitions.**

~~The definitions and the rules of construction and interpretation for language related to this division are set forth in Chapter 400, Article II.~~

**Commented [MK8]:** We will likely need to develop some new definitions that our code does not currently have.

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(New article proposed)

## Chapter 400, Article XVI Architectural Review

### Division 1 Applicability

#### Section 400.XXXX Applicability.

1. No building permit for construction, reconstruction, or other exterior alteration of buildings and structures identified in this section shall be issued without a decision of the Architectural Review Board (ARB) as set forth in this section unless otherwise stated.
2. Architectural review shall be required for the following, when visible from the street, in all zoning districts:
  - a. Construction of new principal structures
  - b. Construction of new accessory structures greater than 200 square feet
  - c. Additions greater than 200 square feet
3. Projects within local historic districts, as described in Article VI of this Chapter, are under the purview of the Historic Preservation Commission and therefore are not subject to architectural review.

**Commented [MK9]:** Does this list capture what the Council would like architectural review for? Is there anything that should be added or removed, or should the square footage threshold be adjusted?

**Commented [MK10]:** We are recommending this approach because Historic Districts already have specific standards in place, and there could be discrepancies between Historic standards and architectural design guidelines.

### Division 2 Architectural Review Procedures

#### Section 400.XXXX Application Requirements.

1. An application form for architectural review shall be completed and filed with the Department of Planning and Zoning. Application forms and a list of the required submittal materials are available at the office of Planning and Zoning during regular business hours and on the city's website.
2. The application document will provide a description of the project and plans and other pertinent information required for submittal by the applicant as part of the architectural review process.
3. The Director of Planning and Zoning or the ARB may request that the applicant provide exhibits, sketches, examples of materials, renderings, or other documentation to assist in its decision.
4. If the property under review is located in a private subdivision, the applicant shall provide evidence that the subdivision trustees have approved the proposed work. The ARB will not review projects in private subdivisions that have not received approval from their trustees.

**Commented [MK11]:** We are recommending having private subdivision trustee approval occur before ARB review to avoid conflicts.

#### Section 400.XXXX Staff Review and Transmission to the ARB.

Upon determination that an ARB application is complete, the Director of Planning & Zoning shall distribute the application and any related reports and documentation to the Architectural Review Board prior to the meeting where the application is to be reviewed.

#### Section 400.XXXX ARB Review and Decision.

1. The review of applications by the ARB shall be as set forth in this subsection.

2. The following shall apply to all applications for architectural review regardless of type.
  - a. Following receipt of the application, the ARB shall hold a public meeting to review the application.
  - b. In reviewing the application, the ARB shall, at a minimum, consider the reports and opinions transmitted by the Director of Planning and Zoning and the review criteria established in Division 3 of this Article.
3. Advisory decisions.
  - a. Within 90 days after the application is determined to be complete, the Architectural Review Board shall review any application for a development or activity that is subject to architectural review.
  - b. If the ARB fails to act within 90 days from the date the application is determined to be complete, or an extended period of time as may be agreed upon by the ARB and the applicant, then the application shall be considered approved as submitted by the applicant, as described in this section.

**Commented [MK12]:** This is a common provision that many other peer city ARBs include.

### **Division 3 Review Criteria**

#### Section 400.XXXX Review Criteria.

Architectural review decisions shall be based on the extent to which proposed projects comply with the Architectural Design Guidelines in Division 5 of this Article.

### **Division 4 Period of Validity and Appeals**

#### Section 400.XXXX Time Limit.

1. Within 12 months of the date the architectural review application is approved, the applicant shall be required to gain approval of a building permit for the relevant work and have commenced substantial construction. Failure to comply with this timing shall result in the expiration of the architectural review approval unless an alternative time schedule has been approved by the Architectural Review Board.
2. The Architectural Review Board may grant up to two extensions not exceeding 12 months each upon written request submitted no later than 30 days prior to the date such architectural review approval shall expire.

#### Section 400.XXXX Appeals.

Any person or entity claiming to be injured or aggrieved by any binding decision of the Architectural Review Board shall have the right to appeal the decision to the St. Louis County Circuit Court.

### **Division 5 Architectural Design Guidelines**

*to be developed*



# University City Parking Meter Presentation

Recommendation for Implementing the Flowbird Parking System

# Agenda

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- Introduction
- Current Parking Meter Status
- Current Challenges
- Potential Solution/Recommendations
- Revenue Trends
- Next Steps
- Conclusion



# Introduction



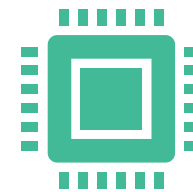
# Objective



Streamline parking  
operations.



Increase revenue.



Implement user-friendly,  
cost-effective solutions.



# Current Parking Meter Status

## FREE TIME

Push the BLUE button for up to 20 minutes of FREE time

ENFORCED

MON-FRI

## HOW TO USE ELECTRONIC METERS

### TOKENS

# Current Parking Meter Status

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**Total meters  
citywide: 322**

**Meters needing  
replacement: 133  
(41%)**

Some meters  
blocked by  
restaurant  
barricades.



# Challenges with Current System

# Challenges with Current Meters

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**Meters blocked by outdoor dining spaces.**

**Coin collection process outdated/inefficient.**

**Challenges with battery failure/physical damage.**

# Challenges with Current System

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Manual collection of coins is unsafe and labor-intensive.

High maintenance costs and outdated technology.

Reduced parking revenue due to inefficiencies.

Need for a user-friendly, cost-effective solution.

# Revenue Trends

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<b>Parking Meter Collection:</b>	<b>Fiscal Year</b>	<b>Amount</b>	
	2019	\$140,560.21	
	2023	\$3,917.02	
<b>Parking Garage Fund:</b>	<b>Fiscal Year</b>	<b>Amount</b>	
	2019	\$9,988.75	
	2023	\$1,475.65	



# Potential Solutions





# Potential Solutions

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- Coined Meter Replacements
- Mobile Parking Applications
- Digital Pay Stations (Kiosks)





# Coined Meter Replacements

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- Duncan Parking: \$13,772.50 for 25 meters.
- POM Inc.: \$13,125 for 25 meters.





# Passport Parking

## Parking Applications

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- No physical meters required.
- Users pay via mobile app or using a QR Code.
- Low-cost implementation and maintenance.





# Passport Parking

## Passport Parking App

- System only that can be setup by parking zones and license plate.
- Signage would be placed on street poles, on existing meters etc. with a QR code and information on how to download the Passport App to pay for parking
- Passport charges the user \$0.37/transaction
- Payment processing fees paid by the City: gateway fees are \$0.05/transaction and merchant secure payment processing is 2.9% + \$0.25/transaction.
- Currently utilized in Clayton, MO, (Saw a 17% increase in parking revenue from 2022 to 2023).





## Digital Pay Stations (Kiosks)

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- Flowbird Urban Intelligence: \$69,600 for 12 kiosks. Mobile App available. (Does not include vendor fees)
- Total Parking Solutions (Vendor): \$141,140 for Flowbird kiosk pay stations and CWT pay station.





# What is Flowbird?

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- Flowbird is a simple service that allows motorists to pay for parking using their mobile device or computer.
- The enforcement personnel who are patrolling use provided handheld mobile devices, which look up current records of valid parking payment transactions for vehicles.
- For users: There is no need to print a receipt as evidence of payment. However, you can still print a summary of your tickets via the Flowbird website.



# Next Steps

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1. Review and select recommended solution.
2. Implement removal process of current parking meters.
3. Commence new parking solution.
4. Educate the public on new payment options.
5. Monitor performance and revenue changes.



Thank You

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