

COUNCIL ACTION FORM

**SUBJECT: REQUEST FOR PARKING METER WAIVER FOR CURBSIDE SERVICE
AT THE AMES PUBLIC LIBRARY**

BACKGROUND:

City buildings and facilities, including the Library, closed on March 17, 2020 due to the COVID-19 pandemic. On May 19, 2020, the Library initiated the first step in re-opening by offering curbside pick-up service for books and other materials that have been held since the closure. Customers reserve a pick-up time and Library staff have the materials bagged, tagged, and placed on a table for customer to pick-up.

In order to safely facilitate the pick-up, the Library requested to designate three parking spots (70.C, 71.C, and 72.C) on Douglas Avenue in front of the Library. Municipal Code Section 18.5(5) authorizes the City Manager to designate any parking spaces adjacent City buildings as “visitor” spaces. The request was granted, and signage made to designate the 3 spots for curbside pick-up beginning May 19, 2020.

City Council is be asked to retroactively approve the waiving of parking meter fees during the time in which the Library is offering curbside pick-up service. The time frame in which the City Manager authorized the designation of the three parking spots is May 19, 2020 – July 1, 2020, Tuesday through Saturday from 9:30 am to 3:00 pm. As the requests for new holds increases the pick-up times may be expanded to include evenings. This request calculates into a \$238 loss to the parking meter fund.

ALTERNATIVES:

1. Approve the waiver for parking meter fees for 3 designated spots on Douglas Avenue in front of the Library (70.C, 71.C, and 72.C) from May 19, 2020 – July 1, 2020 from 9:30 am 3:00 pm Tuesday – Saturday.
2. Do not approve the request.

CITY MANAGER’S RECOMMENDED ACTION:

The Library has received a favorable response from the public who was eager for this expanded service option during the City buildings and facilities closure. As of the last week in May, the Library is up to serving 400 slots per week and having checked out over 3,000 items with over 3,500 on the holds shelf yet to be picked up.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the waiver of parking meter fees for the time frame outlined above.