



# City of Harrisonburg, Virginia

## Office of the City Manager

409 South Main Street  
Post Office Box 20031  
Harrisonburg, VA 22802  
(540) 432-7701 / FAX (540) 432-7778

G. Chris Brown  
City Attorney

TO: Kurt Hodgen, City Manager  
FROM: G. Chris Brown, City Attorney  
DATE: August 16, 2016  
RE: Amendment to Parking Ordinance regarding parking fines and appeal.

**Summary:** Amend Section 13-1-79 to clarify the procedure to contest parking citations and amend Section 13-1-84 to make violations for exceeding time limit in the downtown area consistent with the rest of the City.

**Background:** Currently throughout the City, except for the downtown area, a violation for exceeding the time limit of any parking space is a Twenty Dollars (\$20.00) fine per violation. Under Section 13-1-84, in the downtown area, there is an escalation of parking fees, beginning with Ten Dollars (\$10.00) for the first thru fifth offenses and increasing to Fifty Dollars (\$50.00) per violation for each offense over ten. The Police Department and the Parking Services office have found that the current fine schedule for downtown parking is difficult to enforce. The HPD and Parking Services do not have a good mechanism for maintaining a record of parking offenses. Therefore, for ease of administration, and to simplify the parking citations, staff suggests that Section 13-1-84 be changed to merely provide for a Twenty Dollar (\$20.00) per violation fine.

Section 13-1-79 is also being amended slightly to clarify how a person can contest a parking citation.

**Key Issues:** Amend Section 13-1-84 to make fines for exceeding limits in the downtown area consistent with the remainder of the City and amend Section 13-1-79 to clarify how to contest a parking citation.

**Environmental Impact:** NONE

**Fiscal Impact:** The amendment to Section 13-1-84 should streamline the downtown parking fines and, hopefully, result in greater collection rates.

**Prior Actions:** Section 13-1-84 was last amended in March of 2006.

**Alternatives:**

- (a) approve amendment changing the amount of the fine for exceeding the time limit of a parking space downtown and clarify how to contest parking citations
- (b); or
- (c) Not approve the amendments

**Community Engagement:** n/a

**Recommendation:** Staff recommends that the ordinance amendments be passed as presented.



# City of Harrisonburg, Virginia

Office of the City Manager

409 South Main Street  
Post Office Box 20031  
Harrisonburg, VA 22802  
(540) 432-7701 / FAX (540) 432-7778

G. Chris Brown  
City Attorney

**Attachments:** Section 13-1-79 with proposed changes and Section 13-1-84 with proposed changes.

**Review:**

*The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.*

#####