

TO:	CHAIR AND MEMBERS CIVIC WORKS COMMITTEE MEETING TUESDAY, DECEMBER 1, 2015
FROM:	GEORGE KOTSIFAS MANAGING DIRECTOR DEVELOPMENT AND COMPLIANCE SERVICES AND CHIEF BUILDING OFFICIAL
SUBJECT:	KINDNESS METERS

RECOMMENDATION

That, on the recommendation of the Managing Director, Development and Compliance Services the following action be taken Civic Administration **BE DIRECTED** to dispose of 5 surplus parking meters at no cost to Downtown London in accordance with Procurement of Goods and Services Policy Schedule "E" below and section 7.b.iv for the sole purpose of Kindness meters as a pilot program.

PREVIOUS REPORTS PERTINENT TO THIS MATTER

None

BACKGROUND

Purpose

At the Civic Works Committee meeting held on October 6, 2015, the committee received an added communication to request delegation status by L. McCardle regarding Kindness meters. Kindness meters have been implemented and installed in many Canadian cities, each with varying different models and results. The Committee heard the delegation and approved the proposal in principle and directed administration to consult with Mr. McCardle and report back with an implementation protocol.

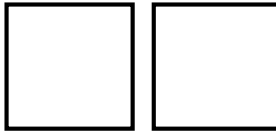
Following the CWC meeting various options and models were reviewed, discussions occurred and a meeting was also held on Friday, October 23, 2015 with L. McCardle, J. MacDonald of the Downtown BIA and A. Drost, Manager of Municipal Law Enforcement Services. Further input provided by the Purchasing and Legal Departments.

Mr. Freeman provided the relevant section of the Procurement of Goods and Services Policy Schedule "E" below and section 7.b.iv would be applicable:

5. Disposal of Surplus/Scrap Materials and Equipment Considered Obsolete/Surplus

- a. All service areas shall notify the Manager of Purchasing and Supply or delegate when items become obsolete or surplus to their requirements. Options to allow for trade-in allowance will be considered when purchasing new equipment.
- b. The Manager of Purchasing and Supply shall be responsible for ascertaining if the items can be of use to another civic service area rather than disposed of.
- c. Items that are not claimed for use by another service area may be offered for sealed bids, public auction or other public sale, depending in the opinion of the Manager of Purchasing and Supply on which method is most suitable for the equipment or material involved.
- d. Auctions are held as required dependent upon individual circumstances such as delivery of replacement items and storage capacity.

The revenue from the sale of obsolete material shall be credited to the appropriate account(s).



7. Disposal of Scrap Material

- a. Where scrap material is available for disposal, the relevant area manager shall inform the Manager of Purchasing and Supply who shall be responsible for the disposal of all scrap material belonging to the City.
- b. The Manager of Purchasing and Supply, after determining the value and possible alternate uses of the scrap material, may dispose of the material by:
 - i. general advertising to secure sealed bids;
 - ii. direct contact with the appropriate dealers to view the scrap and submit offers to purchase;
 - iii. public auction; or
 - iv. other methods as deemed appropriate.
- c. The revenue from the sale of scrap material shall be credited to the appropriate account(s).

Following the meeting with L. McCardle and J. MacDonald of Downtown London, it was determined that the recommended approach would be to release a small number of surplus parking meters to Downtown London as a pilot project in accordance with Section 7(b) (iv) above at no cost. Downtown London has agreed to facilitate the kindness meters pilot program with L. McCardle's assistance:

- Refurbishing/painting the parking meters to be readily identifiable;
- Rekeying the locking mechanism;
- Mounting signage to advertise the intended use of the meters;
- Determining five locations to install the pilot project meters;
- Ensuring the kindness meters will not be misconstrued as paid parking meters and not be located within any road allowance.

Mr. McCardle has received feedback and interest by several parties willing to assist with the above transition items as well as interested parties who will do the collections and disbursement of funds. The disbursement of funds will be reported through social media. As well, one year after the kindness meters installation L. McCardle and Downtown London will submit an update on the pilot program. If the program is successful and there is interest in expanding the pilot, a request may be made to the parking services area who may release additional parking meters if there is capacity. The City of London would not have any further involvement in the program beyond supplying the surplus parking meters to Downtown London and confirming the locking mechanisms are changed out appropriately.

Financial Impact

In October 2014, 133 parking meters were disposed of through a government auction site for a bulk cost of \$1,000.00 which is approximately \$7.50 each ($\$7.50 \times 5 = \37.50). Typically the parking services area keeps surplus meters in stock for parts or installation in new metered areas. However, there is an ample supply in inventory at this time, and therefore, there is no significant financial or operational impact by releasing these parking meters.

Conclusion

Downtown London be provided with 5 surplus parking meters at no cost to be used for the sole purpose of kindness meters within the downtown area to facilitate the management of the kindness meters pilot program at their expense with assistance by L. McCardle.

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Acknowledgement

This report was prepared by Annette Drost, Manager of Municipal Law Enforcement Services with assistance by J. Freeman, J. Smout and D. Mounteer.

RECOMMENDED BY:	REVIEWED AND CONCURRED BY:
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REVIEWED AND CONCURRED BY:	REVIEWED AND CONCURRED BY:
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