



To: Board of Parks and Recreation
From: Mark Heintz – Director of Parks and Recreation
Date: March 21, 2023
Re: Tow Service Provider Agreement

Background:

The pay-to-park system was implemented at Centennial Park in 2022. It has taken some time to put the correct rules (updated Town Council ordinance) in place and to find a willing contractor for enforcement of the parking system specific to towing. One of the items that was missing was an agreement with a towing service provider to tow a vehicle if and when necessary due to a lack of paid parking violation notices.

Methodology:

Included in today's meeting is an agreement for towing services with Ridge Towing who was the sole respondent to a request for proposals for such towing services sent out last fall. This agreement was prepared for the Board's consideration by Town Attorney Nicole Bennett. She prepared it to ensure it aligns with the recently edited towing ordinance which she prepared for the Town Council. After review of the document from the towing contractor, we have submitted a red-lined version with some changes.

The Director and Town Manager have reviewed the requested changes from the towing contractor. Staff feels that these changes do not substantially change the agreement to force us to seek another towing contractor. The towing agreement in today's packet incorporates changes to match the requests from the contractor. Ultimately, we don't envision a lot of vehicles being towed on an annual basis, but this agreement is the availability of towing as the strictest enforcement to ensure visitors are paying to park and/or paying any parking violation notices.

Recommendation:

Staff is recommending approval of the tow service provider agreement with Ridge Towing as included in today's meeting packet.