

1. Existing Promo Code Program
 - a. Request full balance in advance without risk of overpayment
 - b. Pay on redemption so cost can be covered by host or parker
 - c. Promo code enables host to offer guest parking in live time without relaying on any other party
 - d. Requestor has the option to ask for up to 3 months' worth of codes in advance
 - e. 10 six-hour passes are available for the remainder of this permit season while the Noah Hillman garage is in active construction
 - f. Multiple days can be set up using the Reservation function, but a code must be used in 24 increments to control usage. On-street reservations at \$25/day (previously referred to as the contractor rate) are not a substitute for day passes.
 - g. Assistance available by phone
2. New Permit Season Promo Code Program
 - a. The entire permit year (July 1st to June 30th) balance of guest passes will be issued via 13 codes, 10 passes per month and 25 passes per year.
 - b. These will be issued in conjunction with Annual Permit issuance and do not need to be specifically requested by an individual applying for or renewing an annual permit
 - c. Individuals with no annual permits due to off-street parking options will need to reach out to request their annual allotment of day passes.
3. Early Annual Permit Signups
 - a. We will start taking annual permit renewal requests May 1st.
 - b. Requests will create a queue for processing in the order they are received, starting June 1st.
4. Early Noah Hillman Garage Signups
 - a. We will start taking requests for monthly subscriptions on May 1st.
 - b. This will create a queue that will be processed in the order that they are received.
 - c. This is not necessarily a waitlist as we have not determined there will be a need to limit subscriptions by demand.
 - d. Activation of subscriptions will occur once a confirmed open date of the garage has been set. Activations will occur on the first 1st of the month following the opening.
 - e. Active monthly account holders at the time of the garage closing will be given priority if demand exceeds inventory
5. Visitor Center Engagement
 - a. We plan to coordinate with the Visitor Center to set up in-person FAQ and Feedback sessions
6. Public Outreach
 - a. We will coordinate with ADOT, DPW, and the City Manager to set up engagement sessions at various venues as the weather continues to improve
 - b. Suggested locations have been the top deck of the new garage and Susan Campbell Park
7. Website Overhaul Project
 - a. It has been recognised that the website needs updating as a result of the new 2 operator program.
 - b. Premium Parking does not manage Annapolisparking.com
 - c. Preliminary work has begun
 - d. The goal is to update any outdated information as many things have changed over the last 12 months, set up a new user interface that makes the 2 operator program easier for the end user, and make finding parking resources and information easier.