

DATE ISSUED: November 10, 2004 REPORT NO. 04-238
ATTENTION: Mayor and City Council;
Agenda of November 15, 2004
SUBJECT: Establishment of a Parking Advisory Board
REFERENCE: Manager's Report 04- 214

SUMMARY

Issue – Should the City Council approve the establishment of a Parking Advisory Board?

Manager's Recommendation – Approve the establishment of a Parking Advisory Board as recommended by the Parking Task Force.

Other Recommendations – The Land Use and Housing Committee voted 4-0 on 9/29/04 to recommend establishment of the Parking Advisory Board along with other recommendations from the Manager's Parking Task Force.

Fiscal Impact – Fiscal impact is minimal. Existing staff resources will be assigned to support the board.

Environmental Impact – None by this action.

BACKGROUND

On March 24, 2004, the City Manager presented the recommendations of the Manager's Parking Task Force to the Land Use and Housing Committee (Manager's Report 04-061). The Land Use & Housing Committee (LU&H) accepted the report of the Parking Task Force and directed the City Manager to return to the Committee with further analysis of the recommendations.

On September 29, 2004, the City Manager returned to the Land Use & Housing Committee with its

analysis of the Manager's Parking Task Force recommendations (Manager's Report 04-214). The Land Use & Housing Committee voted to approve the Joint Manager's and Task Force recommendations, which included the establishment of a Parking Advisory Board.

DISCUSSION

This action establishes a Parking Advisory Board for the purpose of information exchange between the Community Parking District advisory boards, parking impacted areas and City Staff to enhance the effectiveness of parking. Other purposes for, or responsibilities of, the Parking Advisory Board may include: conveying community concerns, advising the City Manager regarding parking control implementation decisions, providing support and input to Community Parking District Advisory Boards when requested and other parking-related policy matters. This may also include reviewing and making recommendations for updating parking-related policies. In the interest of efficiency, the Parking Advisory Board will replace the existing Parking Meter District Parking and Mobility Task Force and the Manager's Parking Task Force.

We recommend that members of the Parking Advisory Board shall be appointed by the Mayor and confirmed by the City Council. Members of the Parking Advisory Board include citizens with a strong interest in parking-related issues, including:

- Broad representation from community planning groups, Community Parking Districts, community development corporations, civic organizations, business improvement districts and other private or public agencies or institutions with an interest in parking policy and residents at large
- Representatives from each Council District

Every effort should be made to ensure the membership of the Parking Advisory Board is representative of both residential and business concerns. The Parking Advisory Board shall conduct publicly noticed meetings and meet at a minimum quarterly, or more frequently if needed.

The Parking Advisory Board will be supported by City staff directly involved in parking-related matters from the General Services, Engineering & Capital Projects, Planning, and Development Services Departments, and other staff members as requested.

We recommend that the board membership include the following:

1. Community Parking Districts: 1 representative for each District
2. Community Planners Committee (CPC): 1 representative
3. 1 representative for each Council District
4. 1 representatives appointed by the Mayor
5. 1 representative from the Business Improvement District (BID) Council

The members will be appointed by the Mayor and confirmed by the City Council. Prospective members would be recommended for appointment through their respective organizations, based on

previous experience and interest in parking issues in their respective communities.

The BID and CPC representative would be recommended for appointment by their organizations; the Community Parking District Representatives would be recommended by their respective Boards; each Council District would submit two nominations for consideration of appointment; the Mayor's Office would appoint one additional representative. All board members would be appointed for a two-year term, with a maximum of 2 terms for any member.

CONCLUSION

The City Manager and the Manager's Parking Task Force have agreed that creating this advisory board will help centralize discussion of parking issues and serve as an advocate for innovative solutions to parking problems. The Parking Advisory Board will also advise the City Manager through the process of updating parking policies citywide, and will assist the City Manager in establishing relationships and communication with parking impacted communities. The Manager recommends that Council approve the establishment of a Parking Advisory Board.

ALTERNATIVES

1. Do not approve the formation of a Parking Advisory Board.
2. Modify the Manager's recommended structure or role of the Parking Advisory Board.

Respectfully submitted,

Patti K. Boekamp
Acting Director,
Engineering and Capital Projects Department

Approved: Richard Mendes
Deputy City Manager

Van Wanseele/JCF