



Department: Public Works
Cost Center: 5101
For Agenda of: 2/21/2023
Placement: Business
Estimated Time: 120 Minutes

FROM: Matt Horn, Public Works Director
Prepared By: Gaven Hussey, Parking Services Manager

SUBJECT: ADOPTION OF THE 2023 ACCESS AND PARKING MANAGEMENT PLAN

RECOMMENDATION

1. Adopt a Draft Resolution entitled, "A Resolution of the City Council of the City of San Luis Obispo, California, adopting the Access and Parking Management Plan; and
2. Authorize the Public Works Director, or their designee, to approve the development and implementation of a 'locals' incentive parking program that provides a limited continuation of the first hour free or similar benefit in the parking structures."

REPORT-IN-BRIEF

City staff with support from a contracted consulting firm, Walker Consultants (Walker), prepared this comprehensive update to the City's Access and Parking Management Plan (Plan). This report provides an overview of the proposed 2023 Plan and a review of the update process. The report presents the proposed goals, strategies, and action items to guide the future of access and parking demand management throughout the City. A copy of the 2023 Access and Parking Management Plan document is provided as Attachment A to this report and is also available for public review on the City's Parking page at www.slocity.org/parking.

Staff recommends adoption of a Resolution (Attachment B) to adopt the 2023 Access and Parking Management Plan and to authorize the Public Works Director or their designee to implement a local parking program consistent with the policy framework of the report. As written, the Plan is intended to be adaptive as new technologies are advancing to help cities better manage access and parking. Allowing periodic revisions to the document ensures it is current with best management practices and continues to align with broader City goals established by Council. Any such revisions would be presented to Council for consideration.

POLICY CONTEXT

Updating the City's adopted Access and Parking Management Plan (Plan) was one of the major work efforts identified for the Parking Program in the 2021-23 Financial Plan. This work effort supports the Major City Goal of Climate Action, Open Space, and Sustainable Transportation. The General Plan's Circulation Element requires regular updates to the Plan under section 13: Parking Management. The Plan update focused on incorporating strategies and action items to help achieve the modal split objectives described in the Circulation Element and as shown in Table 1 below.

Type of Transportation	Baseline (as of 2017)	2035 Goals
Motor Vehicles	67.7%	50%
Transit	2.8%	12%
Bicycles	8.3%	20%
Walking, Carpools, and Other Forms	21.2%	18%

Table 1: Circulation Element Modal Split Objectives

The Plan update also focused on including strategies and action items to support the City's Climate Action Plan's greenhouse gas emissions goal of carbon neutrality by 2035 as well as several General Plan Land Use Element policies and programs such as parking in-lieu fees for downtown developments, downtown residential parking, and locations of new public parking facilities.

DISCUSSION

Background

The City's Access and Parking Management Plan (Plan) is the Parking Services Program's foundational strategic document and provides guidance on access to parking facilities and related resources throughout the City. The Plan focuses primarily on the downtown area but also includes specific actions for residential neighborhoods that qualify to participate in the Preferential Parking Permit District Program. The Plan also serves as an instrument to implement access and parking management strategies and projects detailed in the General Plan's Circulation Element.

As part of a Zoning Regulations update in 2011, the Plan underwent minor revisions to incorporate policies for downtown residents, but the document remained largely unchanged since the last major update in 2002. Over the past two decades, significant advancement in parking management strategies along with new technologies focused on parking services have occurred. This comprehensive update ensures that the City is using the best practices to meet the current and future needs of our diverse community regarding access and parking.

The 2023 Plan provides policy direction and guidance to move the community toward a more holistic approach to access and parking in the City. This will be achieved by (1) incorporating innovative, and proven best practices from cities around the world; and (2) by aligning City policy documents including the Active Transportation Plan, Circulation and Land Use Elements, Climate Action Plan, and the Downtown Concept Plan, with the 2023 Plan.

2023 Access and Parking Management Plan at a Glance

The Plan is organized into five main areas:

1. **Section 1: Introduction.** Explains the purpose of the Plan, provides an overview of the accomplishments from the 2011 amended version of the Plan, and discusses the relationship between the Plan and other City guiding documents.
2. **Section 2: Summary of the Plan:** Provides an overview of the Plan update process including existing conditions, community outreach efforts, case studies and peer city research, and goals for the updated Plan.
3. **Section 3: Existing Conditions Study.** Provides a review of the existing access and parking conditions documented by Walker which partnered with a third-party operator, IDAX Solutions, to conduct a parking supply and demand analysis for the downtown area and the preferential parking permit districts.
4. **Section 4: Community Outreach and Engagement.** Summarizes the extensive community outreach efforts used to inform the Plan update.
5. **Section 5: Summary of Recommendations.** Based on the information gathered and described in the prior section of the report, this section details the goals, policies, and action items. Each action item provides a summary of the related existing conditions, rationale for its inclusion in the report, related City policies, timing for implementation, responsible party(ies), and implementation and monitoring plan.

Major Changes from the 2011 Access and Parking Management Plan to the 2023 Plan

Parking Services is one component of a broader effort to gradually shift travel habits from reliance on single occupancy vehicle (SOV) trips to more sustainable options such as biking and walking. The updated 2023 Plan focuses less on managing parking permits, hourly rates, and time limits; and more on promoting active transportation usage, outreach and education about modes of travel, and supporting other departments and agencies in accomplishing mutual goals and objectives. Through a collaborative approach, Parking Services can still provide high quality services and promote downtown and neighborhood vitality while implementing action items to incentivize non-vehicle travel and access patterns.

While the 2011 Access and Parking Management Plan focused heavily on the downtown area it had few policies and actions for residential areas of the City. New parking patterns have emerged over time which affect residents throughout the City and management strategies are proposed in the 2023 Plan to balance the access and parking needs for residents, visitors, business owners, and employees of the City.

Previous Advisory Body Action: ATC and PC

Active Transportation Committee

On November 3, 2022, the Active Transportation Committee (ATC) reviewed and commented on draft action items related to the bicycle and pedestrian goals established in the 2023 Plan. The ATC also reviewed and commented on the active transportation specific programs and initiatives implemented by the case study cities. Below is a summary of the comments and feedback from the ATC meeting.

- a. Allow the Parking Fund to be a funding source for ATP projects¹
- b. Find ways to improve safety for cyclists after dark
- c. Identify safe places for parking bicycles
- d. Consider including a guaranteed ride home program
- e. Gather data on how many people use the park and ride lot and bike into the City
- f. Address circulation issues caused by long-term parking
- g. Look at temporary rental bike lockers used in other cities

Planning Commission

On December 14, 2022, the Planning Commission reviewed and commented on the draft goals, policies, and action items related to the General Plan's Circulation Element, Downtown Concept Plan, and the Climate Action Plan. Public comment was received. Below is a summary of the comments and feedback from the Planning Commission meeting.*

- a. Consider additional park and ride options
- b. Support use of parklets where appropriate
- c. Explore an [Eco Pass](#) from Boulder as a good option to assist with development
- d. Consider downtown resident passes
- e. Consider removing five (5) parking spaces on Chorro and Monterey for bike safety
- f. Video monitor bike lockers for added security

** NOTE: Walker incorporated the comments and feedback into the final report for the Plan update. However, responses to some comments and additional data collection are not part of this project's scope and would need to be completed separately.*

PLAN UPDATE PROCESS: A DEEPER DIVE

In June 2022, Parking Services staff contracted Walker Consultants, a leading provider of access and parking planning services, to help guide the update of the 2023 Access and Parking Management Plan (Plan). Walker focused their efforts on four main areas:

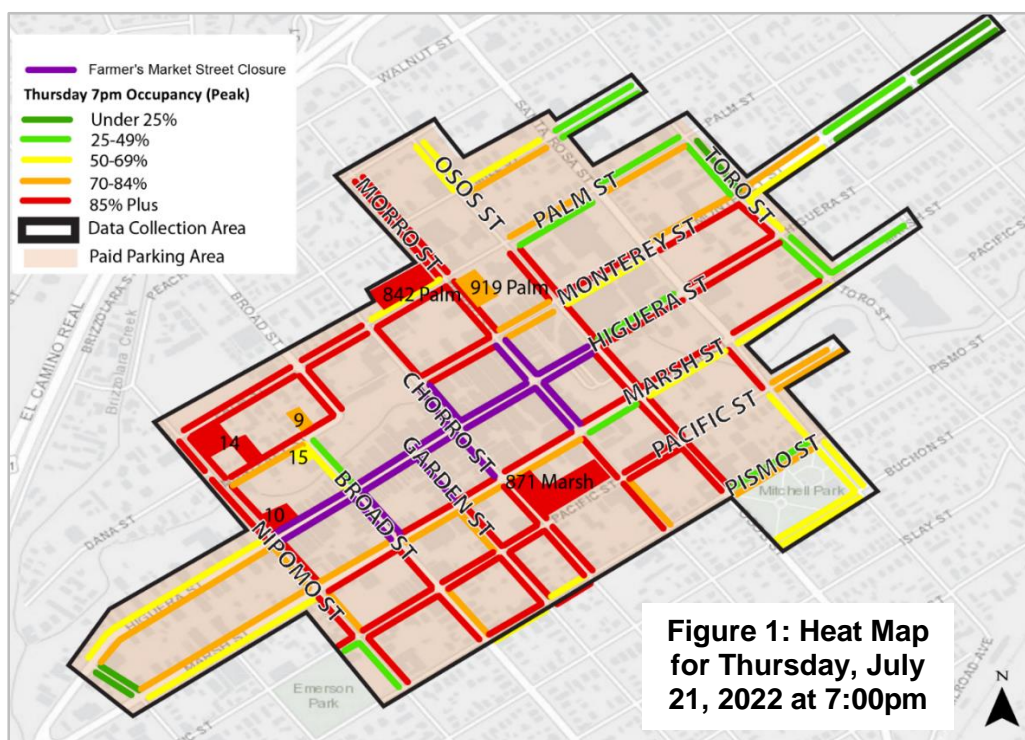
- a. Evaluating the existing conditions of access and parking in the City,
- b. Engaging the community in an extensive outreach effort,
- c. Collecting best management practices from comparative agencies, and
- d. Then developing relevant goals, policies, and action items based on the data collected and input received.

¹ It is important to note that parking fees are not programmed in the Parking Fund for support of ATP and thus would be a new expense not covered in the fund analysis.

1. Existing Conditions Study

Walker studied and inventoried the existing access and parking conditions in the City relevant to the Plan update. Existing conditions includes summary information on the City’s mobility and access systems, accomplishments from the current Plan, overview of the existing parking programs, parking supply and demand, and current marketing materials and methods used by Parking Services. The parking supply and demand section constitutes the bulk of the study because of the extensive information generated by the data collection and analysis process.²

The **peak observed parking demand downtown** occurred at 7:00pm on Thursday, July 21st during Farmer’s Market. Figure 1 shows the percent occupancy of the public on- and off-street facilities during this time. The overall utilization rate of downtown public parking was 84.6% during the 7:00pm peak which is just below the 85% threshold used in the parking industry to measure when a parking system is effective at managing demand. *(When parking is observed to be around the 85% threshold, then spaces are well-used, but it is still possible for drivers to find a space without cruising around waiting for another driver to leave.)* Off-street facilities were used more than on-street parking spaces. This is due to the proximity of off-street parking facilities to the downtown core while on-street spaces are dispersed over a larger geographic area.



² Walker conducted two separate car counts, in 2022 (July 21st and 23rd, and September 22nd and 24th) to determine parking demand in both downtown and in the Preferential Parking Permit Districts (Districts). Occupancies in the downtown area were collected every two hours between 9:00 a.m. and 9:00 p.m. on Thursday and Saturday of the same week in both July and September. For the Districts, one occupancy count was conducted for each district within the district’s hours of enforcement. The July counts show summer parking demand when tourism is highest, and the September counts show demand when Cal Poly and Cuesta College are in session. There were no significant anomalies like holidays or major events during either time frame that would have skewed the results of the data collection.

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Below are the key findings from the parking supply and demand data collection and analysis:

1. Parking demand followed very similar patterns in July and September, with slightly lower utilization observed during the September data collection.
2. The parking utilization rate in the downtown core was always below the 85% recommended threshold. Even at the peak demand hour, during the Thursday Farmer's Market, downtown parking utilization did not exceed this threshold, and parking spaces were available; primarily, in the outlying areas.
3. Outside of the Farmer's Market, the overall peak utilization rate ranged from 54% to 63%.
4. San Luis Obispo has been successful in encouraging people to park off-street in the downtown study area through parking rate strategies and marketing.
5. Time restrictions for loading zones, 30-minute, and 2-hour spaces have successfully resulted in greater availability of these high-demand spaces, relative to 10-hour and unrestricted spaces.
6. Average utilization in the permit districts ranged from 25% in July to 53% in September while permit compliance rate averaged 81% during both data collection periods.

Walker's Existing Conditions Study concluded that the parking supply in both the downtown and residential areas are currently sufficient to meet peak demand periods. Much of the available parking is at locations of greater distances to the core of downtown. Parking Services has been successful in implementing many of the goals and action items in the current APMP through various policies and programs. Marketing and communication have increased over the recent years but should be expanded to reach a broader audience about parking options and availability. Recently adopted technology and approved capital projects will improve access and information for public parking users.

2. Community Outreach and Engagement

A multi-pronged outreach and engagement strategy was used and included stakeholder interviews, online surveys, a virtual town hall meeting, and presentations to City advisory bodies and Downtown SLO. The Plan update was advertised on social media over a dozen times (about one per week between August and December 2022). Parking Services staff periodically updated the Parking webpage with information about the Plan's update progress and opportunities for upcoming public input on the Plan. Email notifications were also sent out before major milestone events like the virtual town hall meeting and the Active Transportation Committee meeting. The feedback received through the outreach and engagement process helped to inform the strategies and action items included in the final report.

a. Stakeholder Interviews

Walker met with and received input from multiple internal and external stakeholders. External stakeholders included Downtown SLO, Save Our Downtown, Residents for Quality Neighborhoods, Cal Poly student and faculty representatives, and People's Self-Help Housing. Walker also reached out to RACE Matters, SLO Climate Coalition, and Housing Authority of SLO but were unable to reach someone for comment. In total, Walker met with over 20 individuals and representatives during 14 different interview sessions.

During the stakeholder interviews, people expressed a general concern about the cost and complexity of parking options, especially for long-distance employees, and the lack of non-drive options for many trip types. Stakeholders also asked:

1. What is the future of the parklet program and tradeoffs compared to more permanent streetscape improvements?
2. How does Cal Poly impact parking, transportation systems, and use of mobility routes?
3. What will be the result of the various permit system changes, parking fee increases, garage entry monitoring updates, and other program updates? Will this eliminate any of the parking affordability efforts and subsidies the City has created?

The Plan supports implementation of the parklet program and more permanent improvements but does not discuss tradeoffs between the two. Cal Poly's impact on parking, particularly in the neighborhoods, is evidenced in the existing conditions study; however, counts were not conducted on the transit systems or use of mobility routes, so impacts on these systems are not discussed. Certain actions in the 2023 Plan recommend reduction in parking subsidies and increases in permit rates with conditions to accommodate low-income individuals. The intent is to provide more equitable programs that do not adversely impact sensitive populations.

b. Virtual Town Hall

Walker and City staff held a virtual town hall meeting on September 21, 2022, to engage directly with community members regarding perceptions and attitudes toward access and parking needs in both the downtown area and in residential neighborhoods. The event was advertised on the City's website, via press release, frequent social media posts, and printed flyers handed out to downtown businesses.

The event included live polling of participants, breakout rooms, and an open-ended discussion period at the end of the event, which 22 community members attended. Approximately 17 were able to participate in Mentimeter which uses presentation software and features slideshows and real-time polling of participants. (*Some attendees were limited in their participation due to limited video and audio functionality*). A recording of the meeting was posted on the City's YouTube page for future viewing.

c. Online Community Survey

An online community survey was made available to the general public during September 2022. The survey was advertised on social media, the City's Parking page on the City website, and at the Virtual Town Hall meeting. The survey collected feedback from almost 300 individuals on topics ranging from travel patterns to long-term sustainability goals and concerns about recent changes in downtown access. The survey was available in both English and Spanish; however, no Spanish surveys were completed.

Below is a summary of the key findings concerning downtown access and parking:

1. 62% of respondents indicated they are residents living outside the downtown area.
2. Over 74% of respondents drive a personal vehicle to get downtown.
3. Half of respondents stay an average of one to three hours when visiting downtown.
4. 75% of respondents think climate goals should play 'some' to 'a lot' of a role in the City's Access and Parking Management Plan.
5. 48% of respondents support encouraging private parking lots to share available spaces with the public.
6. Proximity to destinations and price of parking were cited as the two most important factors to respondents when parking downtown.
7. Half of respondents find it very easy or somewhat easy to walk, bike, or take the bus to downtown.

Below is a summary of the key findings from the online community survey concerning Preferential Parking Permit Districts:

1. Only 8% of all respondents live in one of the Preferential Parking Permit Districts.
2. 50% of respondents believe the program is sufficient to ensure parking availability for permit holders.
3. 70% of respondents believe the number of permits sold per household should be changed. (*The survey did not indicate whether more or fewer permits should be sold*).

One of the critical questions from the online community survey that informed the development of action items included in the final report asked, "*Which of the following active mobility solutions would you be willing to consider?*" Respondents were allowed to select more than option. Of the 240 respondents that answered the question, 70% indicated support for improving sidewalk and pedestrian connectivity, 48% supported cash benefits for downtown employees who do not drive alone to work, and 37% supported the addition of more bike racks. Figure 2 shows the complete list options and the corresponding support levels from respondents.

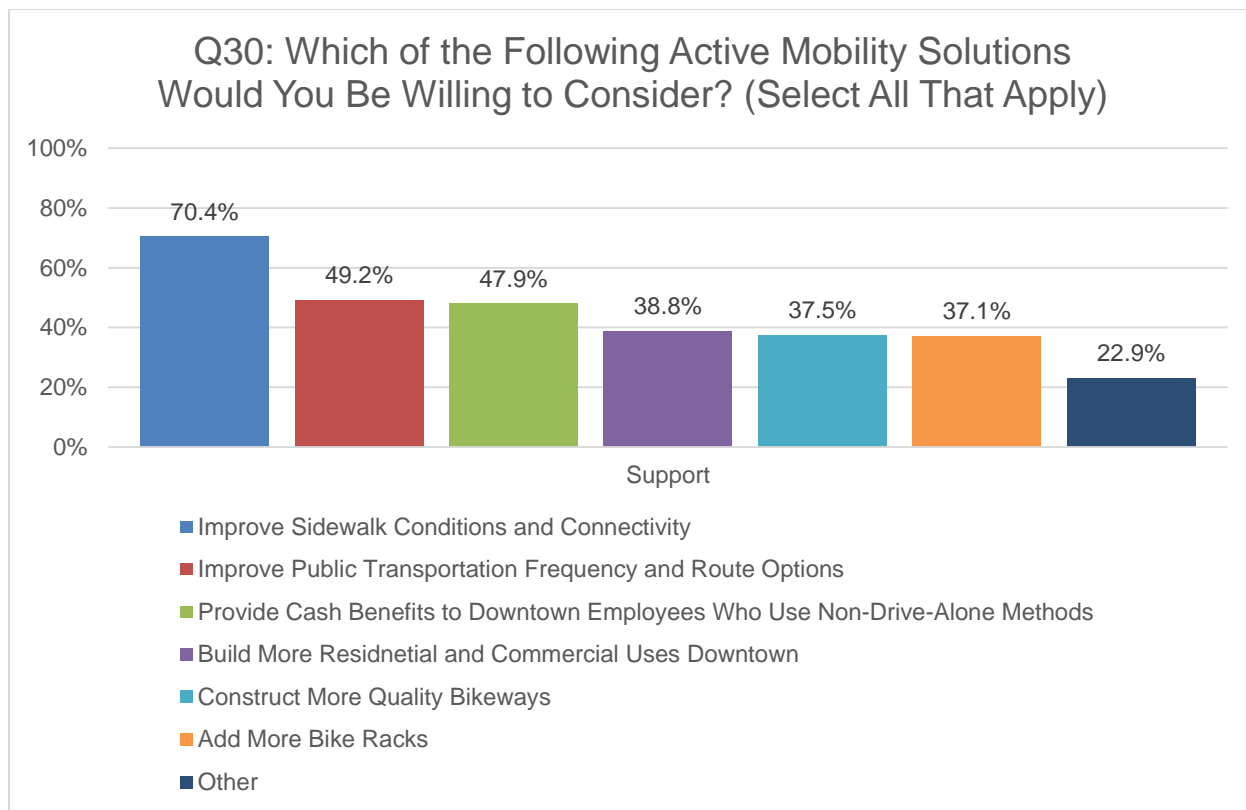


Figure 2: Responses to Question 30 from the Online Community Survey

d. Downtown SLO Presentation

In December 2022, staff met with Downtown SLO's Parking and Access Committee to provide a progress report on the update process and to present the draft goals, strategies, and action items. The Committee provided the following suggestions at the meeting and forwarded to the Planning Commission which reviewed them the following week.³

1. Keep the first hour free in the structures.
2. Implement dynamic parking rates on-street.
3. Offer downtown employees safe and reasonably priced options.
4. Involve Downtown SLO representative in the upcoming pricing feasibility study.
5. Include an overall update on the Parking Fund's health in the plan to that plan progress can be analyzed and included.
6. Consider future parking needs for new developments.
7. Focus on marketing and communication efforts to educate people about this Plan.

³ Some of the suggestions provided by Downtown SLO are not within the scope of the plan update and would have to be addressed separately through the City's financial plan process.

e. Online Community Poll

Walker also developed a five-question online poll to follow-up to the online survey. The quick poll was made available through the City’s Open City Hall portal and was open during the 2nd half of December 2022. The poll was advertised through a press release and social media. Of the 216 respondents, 42% indicated they would walk, bike, or use transit to get to and around downtown if more bikeway routes were added. Figure 3 shows the full list of improvements and responses that would help encourage respondents to access the downtown area other than in a drive-alone vehicle.

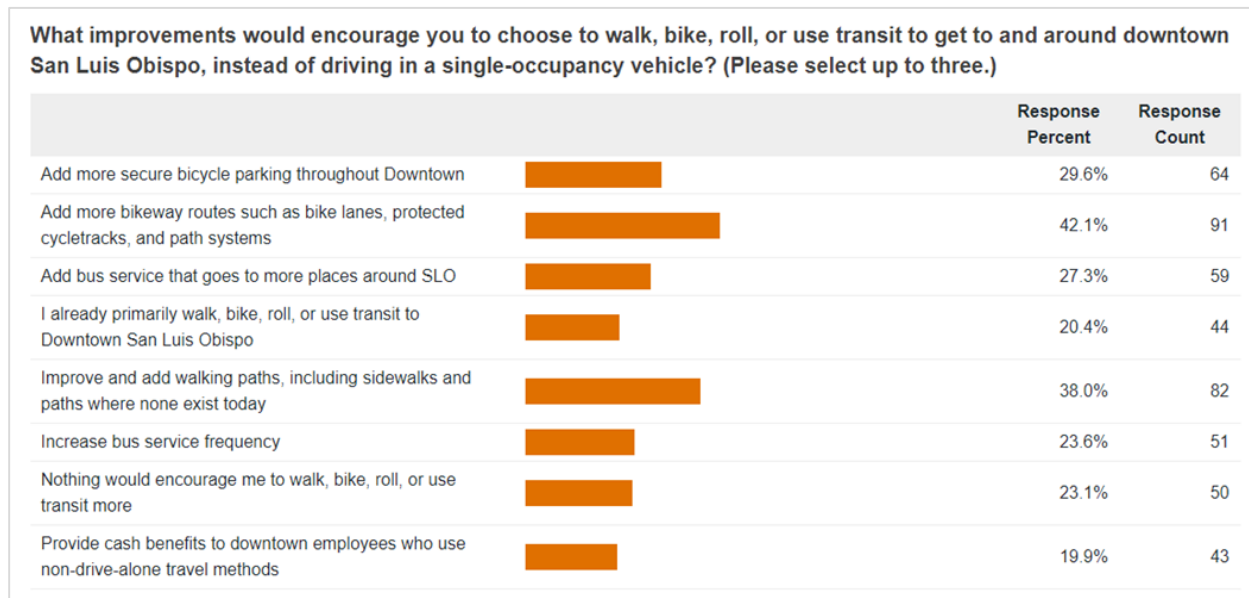


Figure 3: Responses to Question 3 from the Online Community Poll

Overall, the community outreach and engagement effort reached a diverse range of individual community members and community partners. The feedback collected demonstrated support for expansion of active transportation options and integration of those options with parking programs. However, many people that find existing paid parking systems confusing or inconvenient for their needs but feel reliant upon them given the available options. There is an opportunity for Parking Services to the foster education around active transportation options in the City while still providing user-friendly vehicle-focused programs for those that cannot easily adopt other transportation methods.

3. Case Study Cities and Best Management Practices

Historically, the City has used in-state coastal cities as comparative agencies for parking management policies and practices. However, many coastal cities in California either have limited parking programs that are not vertically integrated like our City’s program or are too close to major metropolitan areas and are impacted by their regional influences. Both scenarios make an apples-to-apples comparison difficult.

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City staff and Walker chose to look beyond California to other states and cities abroad that are implementing leading best practices and technologies to manage access and parking. The comparative agencies demonstrate effective parking demand reduction strategies and increase in multi-modal mobility that can help to further the goals outlined in the Active Transportation Plan, the Downtown Concept Plan, and the General Plan’s Circulation Element. The cities included for the comparative review area:

1. Boulder, Colorado
2. Sacramento, California
3. Ann Arbor, Michigan
4. Portland, Oregon
5. Rotterdam, Netherlands
6. Strasbourg, France

Table 2 outlines the categories used by Walker to organize the programs implemented by the comparative agencies and examples for each of the categories.

Table 2: Example Best Management Practices by Category

Best Practice Category	Example Programs and Policies
Employee Parking Demand Reduction	<u>Transportation Wallet (Portland, OR)</u> : A collection of passes and credits for use on transit, streetcar, bike-share, e-scooters, and car-share. Transportation Wallet is funded through parking permit surcharge fees, set by the City’s parking committees.
Area Parking Permit Programs	<u>Non-Resident Commuter Permits (Boulder, CO)</u> : Allows non-residents to park in some neighborhood parking permit zones. Non-resident commuter permits are available on a limited basis and limited to certain blocks within the designated zone.
Pricing Strategies	<u>Occupancy-based paid parking Expansion (Rotterdam)</u> : Uses occupancy thresholds to determine where paid parking should be introduced. If occupancy is over 60% and new housing will be developed, then paid parking is introduced.
Multimodal Mobility Measures	<u>Mobility safety fines (Boulder, CO)</u> : Parking violations that impede mobility safety, such as parking in a bike lane, carry an additional penalty and help fund active transportation projects.
Financial Integration	<u>Climate and Mobility Fee (Portland, OR)</u> : Charges a “Parking Climate and Equitable Mobility Transaction Fee of 20 cents” per public parking transaction to further TDM initiatives.
Communication	<u>Communications campaigns (Strasbourg, FR)</u> : The “Ecomobilité” campaign challenged car dependence with active transportation posters, brochures, and other messaging throughout the city.

The City already employs many best practices for parking management and transportation demand management including some identified among the comparative agencies. The Case Study Cities section of the report explores other successful practices that are helping communities manage parking and access. The comparative agencies reveal how other practices might address needs and opportunities like those facing the City and might further integrate the Access and Parking Management Plan with the goals of the City's other guiding documents. The other best practices not currently employed in the City helped to form the strategies and action items put forth in the final report.

4. Recommendations: Goals, Strategies, and Action Items

Walker has developed two main goals for the Access and Parking Management Plan update under which strategies and action items are laid out to achieve each goal (*shown in italics*). The purpose of the goals is to recognize the focus and commitment the City has made to reduce climate-changing emissions, support multimodal trip objectives, and to improve the safety and experience of the public space for all users.

Goal 1: Promote mode shift and emissions reductions by making biking, walking, and transit more attractive than driving alone, fostering an economically and culturally vibrant downtown.

Strategies to accomplish this goal:

- A. Reduce subsidies for parking
- B. Create investments and programs for active transportation and transit
- C. Reduce barriers to active transportation
- D. Increase awareness and appeal of sustainable travel options

Goal 2: Support Parking Services success by using parking spaces efficiently, promoting fiscal responsibility, ensuring availability, improving the customer experience, and fostering an economically and culturally vibrant downtown.

Strategies to accomplish this goal:

- A. Use parking pricing to influence demand and distribution
- B. Regulate use of the curbside space to influence demand and distribution of parking
- C. Use technology and wayfinding to improve the parking experience
- D. Use parking permit districts to maximize parking capacity

Each of the strategies contain specific action items that Parking Services should implement to align operations with the goals and policies of other City guidance documents. Table 3 below lists example action items, how they relate to other City policies, timing of the action, the party responsible for implementation, and performance measures. Some of the language for each example action has been simplified for formatting purposes. See the full report for a detailed description of each action item.

The report recognizes that some of the action items cannot be accomplished solely through the Parking Services office and will require coordination with other City divisions/departments as well as community partners.

Rationale	Action Detail	Timing	City Policies the Action Supports	Responsible Party	Implementation / Monitoring Plan
1.A.2 Expand Downtown Parking Permit Options to Include Daily Parking Bundles					
When parking is charged by the day, people may consider whether to drive and parking each day	Offer reduced rate bundle of daily parking passes	Short-term	-Circulation Element 2.1.1. and 2.1.4 -CAP 3.1.B	Parking Services	Ex. Track sales and usage of daily permits versus monthly permits
1.B.2 Implement a Bikeshare Program					
Bike share programs provide access to bicycles for travel around downtown and to Cal Poly	Partner with a third-party to operate a bike share program	Medium-term	-Circulation Element mode shift goals -CAP 2.2A -ATP Policy 3.7 -DCP Action 37	Transportation, City Administration	Ex. Implement bike share program. Track number of people using the program
1.C.6 Continue to Coordinate with SLOCOG on their Transportation Programs					
Coordinating with regional programs helps City reach mode share goals	Coordinate with SLOCOG on programs that promote active transportation	On-going	-Circulation Element Policy 2.1.1. -ATP Policy 4.8 and 6.2	Transportation, Parking, SLO Transit	Ex. Track number of annual coordination efforts
2.A.3 Implement Demand-Based Pricing					
Implement demand-based pricing	Ensures parking availability and increased space turnover in highly utilized spaces.	Long-Term	-Circulation Element Policies 2.1.4 and 13.1.1 -DCP Action 52	Parking	Ex. Track parking occupancy at least every 6 months
2.C.5 Continue to Expand Off-Street Electric Vehicle (EV) Charging for Vehicles and E-bikes					
There is a need for additional EV chargers	Evaluate opportunities to expand EV charging in off-street facilities	Medium-term	-ATP Policy 3.2A -CAP Pillar 4 -DCP Action 48	Parking Services	Ex. Track number of EV stations and e-bike charging stations installed downtown

Table 3: Example Action Items from the 2023 Access and Parking Management Plan

If adopted, the 2023 Plan will inform the upcoming Financial Plan process and requests presented as part of the Parking Fund budget forecast. Some of the action items will not have significant budget implications because they are components of existing programs and initiatives already being implemented.

Financial Feasibility Study

During the Plan update process, staff and Walker heard concerns about the parking rate changes approved as part of the 2022-23 Supplemental Budget. At the budget adoption, Council approved an elimination of the first hour free in the structures and an increase in hourly parking rates up to 150% above current rates by July 2025. Council made the decision based on funding scenarios for the new Cultural Arts District parking structure scheduled to break ground Fall 2023. Downtown SLO requested Walker analyze the financing scenarios for the new structures and whether there is a true need to increase rates and to eliminate the free first hour in the structures.

The request is outside the scope of the work agreed upon to update the Access and Parking Management Plan. Similar work has also not been completed for previous plan updates because the Access and Parking Management Plan is a policy document that recommends certain programs or actions take place while a feasibility study is typically project-specific and recommends prescriptive action based on the findings. A feasibility study can be undertaken but as a separate work effort and the 2023-25 Financial Plan would identify it as a work program

Develop and Implement a ‘Locals’ Incentive Parking Program

During the Plan update process, staff received feedback from community members and local businesses on the importance to downtown commerce and activity created through the current offering of limited free parking at the parking structures that is subsidized by the Parking Fund. As previously referenced, Council approved the elimination of the first hour free in the structures in accordance with the financial projection associated with funding scenarios for the new Cultural Arts District parking structure. Staff were directed to return to Council in the Spring of 2023 to discuss strategies and tactics on parking options and ways to support downtown and the community members who rely on this benefit.

Staff are seeking authorization to develop and implement a ‘Locals’ incentive parking program that would allow for a limited continuation of the current subsidies for qualifying local community members. This program would require individuals to provide proof of local residency and once approved a nominal fee associated with the cost of operating the program. In turn the community member would be provide the first hour free or a similar benefit in designated parking structures. Staff are actively working with vendors to develop a program. The program would be available to be implemented to coincide with the implementation of approved rate increases. Council would be notified prior to the implementation. Staff will review financial impacts and make recommendations to adjust accordingly to ensure that Capital Projects are not jeopardized.

CONCURRENCE

Representatives from the Public Works Department, Community Development Department, and City Administration were interviewed by Walker to gather input on existing conditions and future vision for access and parking in the City. Representatives from the same departments reviewed and provided comments on the draft version of the report.

The Active Transportation Manager worked closely with Parking Services staff to link Active Transportation Plan action items with key areas of the Plan update to ensure consistency and alignment with broader City initiatives.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to the recommended action in this report because the recommended action does not constitute a “Project” under CEQA Guidelines Sec. 15378. The Access and Parking Management Plan update is an administrative activity of a government agency that will not result in direct or indirect physical impact on the environment. Future projects, programs, and actions listed in the Access and Parking Management Plan may be subject to CEQA, per the normal environmental review process.

FISCAL IMPACT

Budgeted: Yes

Budget Year: 2022-23

Funding Identified: Yes

Fiscal Analysis:

Funding Sources	Initial Project Cost	Change Order(s) Approved	Total Project Cost	Remaining Balance
Parking Fund	\$ 99,905	\$ 37,800	\$ 137,705	\$ 95
Total	\$ 99,905	\$ 37,800	\$ 137,705	\$ 95

The Access and Parking Management Plan (Plan) update was funded through the adoption of the 2021-23 Financial Plan. The initial budget was \$100,000 and Walker’s proposal came in at \$99,905 but a change order of \$37,800 was needed and approved by the City Manager to cover additional costs for data collection and community outreach. The change order was funded through the Parking Fund’s Contract Services account.

Implementation of action items detailed in the Plan are not covered in the fiscal impact section of this report but will be analyzed and presented as individual actions are taken to Council for review and approval.

ALTERNATIVES

City Council could request more information, suggest substantial changes, and/or otherwise request that the 2023 Access and Parking Management Plan be presented for adoption at a date certain. Staff does not recommend these actions. The update has included extensive outreach, data collection and analysis, and was reviewed by numerous stakeholders. The adopted Plan will also inform the upcoming budget process for the Parking Fund and timely action is beneficial to this process.

ATTACHMENTS

A - 2023 Access and Parking Management Plan

B - Draft Resolution Adopting the 2023 Access and Parking Management Plan