

# Capitola City Council

## Agenda Report



**Meeting:** March 10, 2022

**From:** Department of Public Works

**Subject:** Receive Work Plan for Review of Parking Meter and Permit Parking Program Rates

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**Recommended Action:** Receive a report regarding a work plan for the review and analysis of the parking meter rates and permit parking fees in the Village and surrounding neighborhoods and establish composition of ad-hoc committee.

**Background:** During the FY 21-22 goal setting session, City Council identified a goal to review of parking meter rates and the Village permit parking program following adoption of a permanent outdoor dining program. The outdoor dining program was adopted by the City Council on December 9, 2021, and is currently being considered by the Coastal Commission.

The current parking meter rates in the Village and permit parking fees were last reviewed and updated in 2008-09. During that process the Council formed a Blue-Ribbon Parking Committee consisting of village business owners, residents, City Council members, and Police Department personnel. The Committee met regularly during the summer and fall of 2008 and ultimately recommended changes to both the parking meter rates and permit parking fees. The Blue-Ribbon report is included as Attachment 1. The parking meter fees required adoption of Ordinance No. 936 which was adopted on February 26, 2009 and is included as Attachment 2. Changes to the permit parking program required adoption of Resolution No. 3733, which was adopted on January 22, 2009, and included as Attachment 3. This process took eight months to complete the ordinance adoption by the City Council and another six months for Coastal Commission approval.

The Finance Advisory Committee has recommended a review of meter rates and permit fees to see if they should be adjusted for inflation.

**Discussion:** A work plan has been developed for this process and is included as Attachment 4. Should the Council wish to proceed with this work, the first step would be to provide direction to staff on the ad-hoc advisory committee size and membership. Staff recommends establishment of an ad-hoc committee, subject to the Brown Act, to advise staff and Council regarding potential rate and rule changes for the permit and meter programs. Staff recommends the ad-hoc committee be comprised of:

- 1 to 2 Council Members
- Three City residents
- Three Village business representatives
- One Finance Advisory Committee member

**Fiscal Impact:** No impact with initiating the project, ultimately increases to meter rates or permit fees would provide additional general fund revenue to the City.

### Attachments:

1. Capitola Parking Committee Summary and Recommendations December 2008
2. Ordinance No. 936 Amending Parking Meter Rates
3. Resolution No. 3733 Regarding Parking Permits

4. 2022 Workplan for the Study of Village Parking Meter Rate and Permit Parking

Report Prepared By: Steven Jesberg, Public Works Director

Reviewed By: Chloé Woodmansee, City Clerk; Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager