



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: June 1, 2020

Re: Report: Updated Timeline for the Establishment of a Residential Parking by Permit Only Program

Executive Summary

At the November 5, 2018 City Council meeting, a report was given on the timeline related to the establishment of a Columbia Residential Parking by Permit Only (RPPO) Program. Since then, there have been action items completed related to establishing a program, this report contains a brief history of the steps that have taken place since the November 5, 2018 report.

Discussion

As mentioned in the November 5, 2018 report, on October 3, 2018 the City retained Walker Consultants ("Walker") to assist the Parking Utility in overall parking planning, operations and financial analysis. On that day, Walker also provided an overview of their service expertise to the Parking Advisory Commission (PAC), the PAC directed the consultant to complete a proposal for a Baseline Review of the Parking Utility. In addition, per the request of City staff, Walker submitted a proposal for the creation of a systematic, city-wide process to establish neighborhood RPPO programs.

Staff successfully negotiated a contract with Walker for the establishment of an RPPO program and was approved by Council on December 17, 2018.

On April 2, 2019, City Staff along with consultants from Walker, held the RPPO kick-off meeting at Benton Elementary School. Invitees included representatives from Columbia Public Schools, Stephens College, Columbia College, University of Missouri, Missouri Student Association (MSA), and Neighborhoods from Benton Stephens, East Campus (both associations), North Central, Westmount, and the Grasslands. The intent of this kick-off meeting was to hear from the various people/groups over concerns they have with parking in their respected area and to discuss what an RPPO is and how it can work. The meeting was adjourned with the intent to make recommendations for the next meeting.

At the April 3, 2019 PAC meeting, Walker shared feedback from the RPPO meeting and noted that there was confusion among the meeting attendees on what an RPPO is and is not. Walker explained that an RPPO is a tool the community can use to help manage residential on-street parking if desired and stressed that there is no mandate to implement an RPPO throughout the City. Walker communicated that an RPPO is just one tool within a Residential Parking Assistance Program (RPAP). A recommendation was made to hold a second community meeting on May 1, 2019.



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On April 8, 2019, the Transit and Parking Manager provided clarification to the community group that staff was developing tools to provide a straight forward process for residents with residential parking issues to apply for assistance. The assistance may include the implementation of marked parking spaces, new signage, or an actual permitting program or RPPO, or a combination thereof. The use of this tool by residents is a choice and requires the review and approval from the majority of the residents in the impacted area prior to any implementation. A survey was sent out to the April 2, 2019 meeting attendees to see if there was interest in whether to hold one more meeting or hold at least 1-3 more meetings to develop an RPAP. The majority of the feedback indicated a desire to develop the parking tools, and a follow-up meeting was scheduled for May 1, 2019.

The Transit and Parking Manager sent an email to community stakeholders on April 29, 2019, to communicate the intent of the meeting scheduled for May 1, 2019. The email indicated that the goal of formalizing an RPAP is to help residents who believe that on-street parking issues in their neighborhood exist, and provide residents with a formal process to identify and evaluate options for improvement. Input from the meeting would be used to help form a clear understanding of the required process for implementing any residential on-street parking solution(s).

In many cases, the current ordinances for on-street parking in neighborhoods are effective and appropriate. The RPAP would be of no current use in those neighborhoods.

Where on-street parking is perceived to be problematic, the RPAP would offer a process for community engagement and evaluation of a range of tools to help improve the use or management of on-street parking. These tools available through the RPAP may include, but are not limited to, improvements to signage, enforcement policies, parking space demarcation, and a neighborhood Residential Parking by Permit Only (RPPO) program. The RPAP would offer residents autonomy and the ability to decide as a neighborhood formally:

- 1) Do we have a parking issue?
- 2) Do we want to proceed with exploring potential solutions?
- 3) What solutions are appropriate?
- 4) What are the financial costs for the implementation?
- 5) Do the majority of impacted residents approve of the defined solution(s)?

The on-street parking policy changes would be determined by neighborhoods electing to engage in the process. The intent is that each neighborhood would be required to follow a formal process if they decided to pursue local on-street parking improvements.

At the May 1, 2019 community meeting, many attendees voiced concern about whether an RPAP was needed for their neighborhood. After much discussion, the group supported the decision for the City and Walker to create a residential parking assistance handbook, similar to the Neighborhood Traffic Management Program (NTMP) handbook. This handbook would be organized to define a clear set of options and solutions for residential parking issues and a guide to citizens for how to obtain different levels of service.



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At the June 5, 2019 PAC meeting, the Transit and Parking Manager reported to the committee that City staff and Walker would work on a parking handbook over the summer. The Manager told the group that there was still a lot of disagreement on how to implement an RPAP. The Manager also indicated that the next meeting to discuss a program would likely be held when the students returned in August.

On September 24, 2019, the Benton Stephens Neighborhood Association representative reached out to the Transit and Parking Manager inquiring if there will be any further public meetings on the RPAP concept presented by Walker. In a series of emails, there was a sense that the approach to follow the NTMP seemed to make the most sense. The Manager apologized for the delay in moving the program forward, indicating that her priority has been to finalize a gate arm installation project for the parking garages and anticipated getting back to the RPAP project in November/December.

In a January 21, 2020 email from the MSA President to the Transit and Parking Manager, the President wanted to know if there was any movement on the RPAP. By this time, the Manager had resigned her position earlier on January 3, 2020. To date, there have been no further inquiries about the RPAP program. The hiring for a new Manager will be in its second attempt by the time this report goes to Council. The staff intends to start up the discussion with the neighborhood groups again once a new Manager is hired.

Attached to this report is the proposed draft handbook that will likely lead the discussion moving forward. Staff feels the handbook reflects the community input and comments from the PAC. The intended outcome of the RPAP analysis is the adoption of a formal process for use by residents and the City to implement a residential parking program. Once a manager is hired, the remaining steps will include:

1. Internal review of the handbook and process questions
2. Development and approval of internal procedures to assist in the RPAP formation and implementation
3. Revisions of draft RPAP handbook to represent both external and internal communication and procedures
4. Present results to the advisory committee for review and comment, and allow for public comment during a committee meeting
5. Present to City Council for the formal adoption of the RPAP policy and procedures
6. Implementation of a new RPAP policy that offers residents the option to pursue the creation of an RPPO through a formal procedure

Fiscal Impact

Short-Term Impact: The program currently has \$218,158.00



Long-Term Impact: it is difficult to estimate the costs until a finalized program is developed.

Strategic & Comprehensive Plan Impacts

Strategic Plan Impacts:

Primary Impact: Infrastructure, Secondary Impact: Economy, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Infrastructure, Secondary Impact: Land Use & Growth Management, Tertiary Impact: Mobility, Connectivity, and Accessibility

Legislative History

Date	Action
12/17/2018	R205-18- Authorizing an agreement for professional engineering services with Walker Consultants for the development, evaluation and implementation of a Residential Parking by Permit Only (RPPO) program in defined areas for on-street parking management.
11/12/2018	The PAC reviewed and approved both the RPPO and the Baseline Review proposal, requesting that both be performed concurrently.
11/05/2018	REP95-18-Timeline related to establishment of RPPO program provided to Council.
10/15/2018	Council requested an expedited RPPO Plan proposal.
10/03/2018	Walker Consultants presented to the PAC. The City entered into a 5 year agreement with Walker on an as needed basis for Parking Utility consultant services.
12/18/2017	B366-17-Amending Chapter 2 of the City Code to establish a parking advisory commission
09/18/2017	With the adoption of the FY2018 annual budget, Council authorized an increase to parking permit fees to fund the establishment of an RPPO program.
09/06/2017	Council requested creation of parking commission.
07/07/2017	Final PTMTF recommendations presented at Pre-Council meeting



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02/06/2017	Final PTMTF report and recommendations provided to Council.
06/06/2016	R76-16-Establishing the Parking and Traffic Management Task Force (PTMTF).

Suggested Council Action

This report is for informational purposes only.