

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: KIM NADEAU, PARKING MANAGER
KEVIN BUCHANAN, ADMINISTRATIVE ANALYST
FINANCE DEPARTMENT

SUBJECT: FIRST AMENDMENT TO REVOCABLE LONG-TERM PARKING
PERMIT WITH THE UNITED STATES POSTAL SERVICE

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Finance Department that the Council, by resolution, approve the First Amendment to Revocable Long-Term Permit with the United States Postal Service (USPS) and authorize the City Manager to sign the First Amendment.

EXECUTIVE SUMMARY

The City executed a Revocable Long-Term Permit with the USPS on December 23, 2013, to provide 75 non-reserved parking permits in Garage 3, located at 735 Fifth Street. The permit is set to expire December 31, 2018. The USPS wishes to extend the permit for an additional five years.

BACKGROUND

The City has executed revocable permit agreements with several State and Federal agencies to provide those entities the ability to pay the monthly parking fees in arrears. Many government agencies are not able to pay the monthly permit fees in advance, as is required with the City's standard permit agreement. The USPS has asked the City to extend their current permit for an additional 5 years, which allows for payment in arrears. The proposed First Amendment to the permit has an expiration date of December 31, 2023, for a total ten-year term of the permit.

PRIOR CITY COUNCIL REVIEW

Not applicable.

ANALYSIS

Parking Garage 3 has 708 spaces. As of June 2018, there were 150 permits available at Garage 3, above and beyond the permits already issued (including the 75 permits to the USPS). Garage 3 continues to have capacity to serve both permit and daily parking users. The existing and amended permit call for the monthly fees to be adjusted to conform with newly adopted fee schedules that may occur in the future.

FISCAL IMPACT

It is anticipated that the five-year term of the First Amendment to the permit will result in revenue of \$315,000 to the Parking Fund. There is no impact to the General Fund.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15301 (Class 1: Existing Facilities) in that it involves leasing or licensing within existing structures with negligible expansion of the existing use.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution/Exhibit A – First Amendment Revocable Long-Term Permit with USPS

CONTACT

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