

CITY OF OAKLAND
AGENDA REPORT

2010 JUL -8 PM 2: 51

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Parking Administration
DATE: July 13, 2010

RE: **Supplemental Informational Report on Employee Parking**

SUMMARY

In response to a request of the Finance and Management Committee, staff has prepared this report on employee parking. It provides a status on terminating free employee parking in downtown garages, following the City Council decision on June 24, 2010, and addresses the following subjects:

1. **Number of Employees Parking on City-owned Property.** This section updates information from a prior staff report, based on new information from each of the affected departments. The estimated total number of employees currently parking at no charge on City-owned property is over 2052, but this includes a substantial number (over 650) of part time employees, primarily in Parks & Recreation.
2. **Number of Employees Parking in Transit-rich Areas.** This section analyzes the information provided by the various departments and assesses the number of employees parking in "transit-rich" areas. Staff has assumed "transit-rich" areas to mean sites that are within a reasonable walking distance of either BART or at least two AC transit lines, and excludes employees who may be parking during hours when public transit is not available. This latter group includes police, fire, and custodians and guards at the Oakland Museum. *The total number of employees who fit these criteria is 431.*
3. **Estimated Revenue Generated by Charging City Employees a Parking Fee in Transit-Rich Areas.** This section estimates revenues that would be generated by fees ranging from \$35 to \$75 and participation rates ranging from 25% to 75%. The resulting estimated fees range from \$45,000 to \$291,000 per year.
4. **Programs Available to Mitigate Parking and Transit Costs to Employees.** This section describes the AC Transit Pass program, which has not yet been implemented, and the pre-tax parking and transit benefit, which are already available to all employees.
5. **Meet and Confer Obligations In Order to Charge Non-Downtown Employees for Parking.** Implementation of a parking fee for represented employees would require staff to meet and confer with the respective unions.

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BACKGROUND

On June 24, 2010, Council approved termination of free parking in downtown garages for employees who had such privileges. Notices have been sent to those employees that their parking privilege will terminate on August 1, 2010. The notice contained instructions on how to apply for employee-paid monthly parking and how to set up a pretax account for that purpose.

At the June 22, 2010 meeting, the Finance and Management Committee directed staff to estimate the revenues that would be generated if employees who park on certain City-owned property were to pay monthly parking fees. The fee would be imposed only in "transit-rich" areas. Employees would have the option to seek other parking arrangements.

Lastly, staff was requested by the Finance and Management Committee to provide an update on the AC Transit "Transit Pass" program.

DISCUSSION

1. Number of Employees Parking on City-owned Property

The following table is based on similar information provided in a staff report dated April 27, 2010 and has been updated to reflect input from the respective departments. It identifies by department the number of employees who receive parking privileges at locations other than the public downtown garages. These figures include locations that are not in "transit-rich" locations. The estimated total number of employees currently parking at no charge on City-owned property is over 2052, but this includes a substantial number (over 650) of part time employees, primarily in Parks & Recreation.

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Department	Number of Employees Parking on City-owned Property	Notes
Fire	558	<p>Of the 592 positions in OFD, 34 have no parking either paid or on City owned property. However, because of multiple shifts the actual number of parking spaces on City owned property is only 150. OFD pays for parking spaces at a Church located across the street from the EOC, because during an activation, staff from other organizations have to report to the EOC and parking becomes a serious problem, which delays response times. Onsite parking at many stations is limited and accommodates the crews assigned to that location. Because firefighters work at various locations, there are no individual space assignments. On average 4-5 employees can park at a fire station. In addition to the fire stations, onsite parking is available to staff at the Training Division, 250 Victory Court, EMS Division, 47 Clay Street, Fire Dispatch and OES at 1605 Martin Luther King Jr. Way.</p>
Library	80	<p>Employees Park at Following location:</p> <ul style="list-style-type: none"> • Main Library, 125 14th Street—34 Employees • AAMLO, 659 14th Street—3 Employees • Brookfield, 9255 Edes Ave—4 Employees • Dimond, 3565 Fruitvale Ave—6 Employees • Golden Gate, 5606 San Pablo Ave—4 Employees • Lakeview, 550 El Embarcadero—4 Employees • MLK Jr., 6833 International—4 Employees • Rockridge, 5366 College Ave—11 Employees • Temescal, 5205 Telegraph Ave—6 Employees • West Oakland, 1801 Adeline St--4 Employees
Museum	23 FTE	<p>The Director, Deputy Director, Facilities Manager and 2 Chief Curators receive free parking. 25 Custodians and Guards, including a number of part-time employees receive parking due to evening or overnight hours worked. The other 18 City paid employees purchase parking at a reduced rate (about 50% of the daily garage maximum). The remainder of the department's employees are paid through the Museum foundation and not the City.</p>

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Department	Number of Employees Parking on City-owned Property	Notes
Parks and Recreation	221 FTEs – 667 staff members (number includes large amount of Part-Time staff).	Four employees receive parking privileges and parking in a downtown garage. The vast majority of the other employees work at Recreation Centers that have parking lots in which employees could park. All employees who drive, park for free at the Recreation Centers.
Police	305 ¹	Five members of the Police Executive Team park in the Police Administration Building. About 300 Police Officers at the Eastmont Station park their private vehicles at no cost in the stalls in which their police vehicles are parked while they are out on patrol. This fenced lot used for patrol vehicle parking is provided as part of the lease that the Police Department pays for this location.
Public Works	419	Employees Park at Following location: <ul style="list-style-type: none"> • 5050 Coliseum Way—20 Employees • 5921 Shepherd Canyon—19 Employees • 7101 Edgewater—219 Employees • 750 - 50th Ave—82 Employees • Fire Alarm Building - 10th Street—9 Employees • Joaquin Miller—1 Employee • Lakeside Park—1 Employee • Main Library—1 Employee • Various Parks—42 Employees • Various Recreation Centers— 25 Employees

2. Number of Employees Parking in “Transit-rich” Areas

The term “transit-rich” has not been specifically defined by the Finance and Management Committee. For purposes of this report, staff has assumed that:

- **“transit-rich” means either locations that are served by BART or which have at least two AC transit lines available within a reasonable walking distance.** This definition may be too inclusive since the AC transit lines that serve the locations may not pass through residential areas from which employees commute nor connect to other long range commuting corridors, such as BART.

¹ OPOA leases a lot under Highway 880(MLK-Jefferson and 6th & 7th St) for downtown officer parking.

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- Not included in the “transit-reach” employee parking count are employees who may work shifts when public transit is not operating. Therefore, *it excludes all police and fire personnel, and custodians and guards employed at the Oakland Museum.*

Employees Parking on City-owned Property in Transit-Rich Areas

Department	Public & Employee	Employee Only(2)	Total	Total in Transit Rich Areas
Fire		558	558	0
Library (1)	38	47	85	81
Museum	30		30	5
Parks & Recreation (1)	667		667	301
Police		305		0
Public Works		421	421	44
Total	735	923	1,353	431

- (1) Includes part-time employees.
- (2) Includes assigned employee spaces in public lots.

3. Estimated Revenue Generated by Charging City Employees a Parking Fee in Transit-Rich Areas

Staff cautions that any fee charged would have to reflect the fact that other parking or transit alternatives may be available to employees in these locations. Therefore, the kinds of fees that might be expected in a dense, downtown area would not be appropriate. In addition, because of opportunities for employees to find other parking or transit, it is likely a number of employees would choose not to pay the fee to continue to park on City-owned property.

The following table shows the estimation of total annual revenues based upon monthly fees of \$35, \$50 and \$75 charged to the 431 employees in “transit-rich areas” identified in the table above, and assuming employee participation rates of 25%, 50% and 75%.

Estimated Total Annual Revenues from Monthly Parking Fees in Transit-Rich Areas

Fee	Participation Rate		
	25%	50%	75%
\$35	\$45,255	\$90,510	\$135,765
\$50	\$64,650	\$129,300	\$193,950
\$75	\$96,975	\$193,950	\$290,925

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4. Programs Available to Mitigate Parking and Transit Costs to Employees

There are two programs potentially available to City employees to mitigate costs of parking or public transit for employees. The Alameda County Transit Pass Program is under investigation, and the pretax and parking and transit benefit is in place, as further described below.

a. Alameda County Transit Pass Program

Staff has researched the Alameda County Transit (AC) EasyPass. Under this program, the City can purchase AC Transit passes at a discounted rate provided certain criteria are met:

1. The agency size is at least 100 employees.
2. The level of transit service offered within a quarter mile of the employee worksite locations ranging from 1-4.
3. The size of the participant pool. The participant pool is a defined population such as "all full-time employees"; "all benefited employees"; etc. *It cannot be limited to only those employees who indicate an interest in participating.*

A preliminary cost analysis done for the City of Oakland was prepared by AC Transit using a participant population of 4,400 (all City of Oakland employees) and the City of Oakland's level of transit service of 2. Based on these criteria, the average price per pass is estimated to be approximately \$76. The City's annual cost would be \$339,177. The City would be required to purchase sufficient passes for the defined population and can either give them to employees or charge employees for the passes in part or in full. Passes are issued specific to each eligible employee and must include the employee's picture; they are not transferable. When a participant leaves City employment, the City must notify AC Transit so that the Easy Pass can be deactivated, however, the employee may keep the pass to load with their own funds for use on other Bay area transit systems.

Based on the requirement to purchase passes for a broad group of employees and the resulting extraordinary cost, it is recommended that City delay participating in the AC Transit Easy Pass program at this time and establish the level of interest to determine if there will be sufficient funds generated by the purchase of passes by employees to cover the cost..

b. Pre-Tax Transit and Parking Benefit

The City currently offers a pre-tax transit and parking benefit authorized under Internal Revenue Code Section 132(f). This program is available to all City employees and is administered by a third party administrator, Conexis. Through Conexis, employees can set aside up to \$230 per month of pre-tax dollars to purchase transit passes or to pay for monthly parking.

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5. Meet and Confer Status for Fees for Employee Parking

Implementation of a parking fee for represented employees would require staff to meet and confer with the respective unions.

ACTION REQUESTED OF THE CITY COUNCIL

This is an informational report, and requires no action by the City Council

Respectfully submitted,



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APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE:



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