



Request for City Council Committee Action From the Department of Public Works

Date: December 12, 2006

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: **Adopt proposed ordinance changes relating to instituting a fee for posting temporary “No Parking” signs for Parade and Race Events**

Recommendation:

- a.) Adopt the proposed changes to Title 17, Chapter 447 of the Minneapolis Code of Ordinances relating to Streets and Sidewalks: Parades/Races instituting a fee for the posting of temporary “No Parking” signs along parade and/or race routes
- b.) Passage of a Resolution designating the fees for the posting of temporary “No Parking” signs along parade and/or race routes

Previous Directives:

- August 22, 2006 Public Hearing held. Committee directed staff to research the waiving of fees for posting on “No Parking” signs due to financial hardship.
- July 25, 2006 – T&PW set public hearing for August 22, 2006
- December 19, 2005 – 2006 City Council Adopted Budget, page 586
- October 26, 2005 – Correspondence recommending revenue ideas for 2006
- June 21, 2005 – Documents produced by Public Financial Management Group reviewing services provided by City of Minneapolis staff (Attachment B)

Prepared by: Doug Maday, Lane Use Administrator
Jon Wertjes, P.E., PTOE, Director, Traffic and Parking Services

Approved by:

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenters: Jon Wertjes, P.E., PTOE, Director, Traffic and Parking Services
Doug Maday, Lane Use Administrator

Permanent Review Committee (PRC)	Approval _____	Not applicable	<u> X </u>
Policy review Group (PRG)	Approval _____	Not applicable	<u> X </u>

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves

- Business Plan: Action is within the plan. Action requires a change to plan.
- Other financial impact (Explain): **Funding required as part of 2006 General Fund budget**
- Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

Community Impact

Neighborhood Notification: Not Applicable

City Goals: Maintain the physical infrastructure to ensure a healthy, vital and safe city

Comprehensive Plan: Not Applicable

Zoning Code: Not Applicable

Background/Supporting Information

In 2005, Public Financial Management (PFM) Group did a comprehensive study of the City of Minneapolis fee structure and provided a recommendation as to what fees should be modified or created. PFM recommended assessing a fee for the service of posting of "No Parking" signs for parades and races (See Attachment B).

The parade/race permitting process was further evaluated by Public Works as a consideration for the 2006 budget. The City of Minneapolis posted approximately 12,000 no parking signs last year for parades, races, and/or other activities. Currently, no fees are charged for this service. Public Works determined that a fee schedule should be established, and estimates that the costs associated with providing this service can be divided into six different categories based on event size, see Table 1.

The costs are based on estimated minimum costs for each event type (e.g. 10-19 blocks faces = 10 faces; 20-39 block faces = 20 faces; etc.). Public Works selected the low end range limit to minimize the initial impact to these events. The costs include administration, materials and labor.

Overall, the estimates in Table 1 anticipate approximately \$27,000 to \$32,000 per year depending on the number of the larger Type F events. This is well below the approximate \$81,000 actual costs as estimated by PFM.

Public Works sent notices to all 2005/2006 parade or race applicants regarding an informational open house and forthcoming Public Hearing. An informational open house was held on August 14, 2006 from 4 – 6 p.m. This open house provided an opportunity for event organizers and city staff to receive comments, answer questions and discuss the specifics for a particular race/parade posting situation. Invitations to this open house were sent to 65 past and present parade/race applicants; only two individuals attended. Comments and questions received were minimal.

Public Works proposes to amend the ordinance and seek a resolution setting the fees.

Waiver of Fees

On August 22, 2006 Public Works brought before Committee for consideration, a fee structure for the posting of temporary "No Parking" signs along parade routes. From this, Committee requested that Public Works investigate language inclusion that provides for

the waiving of fees. As a result of this investigation, language was drafted into Title 17, Chapter 447 of the Minneapolis Code of Ordinances that defines the criteria for waiving posting fees relating to parades.

If fees for posting were collected for all races and parades the amount collected would be approximately \$49,000. If all parade fees were to be waived and the only posting fees collected would be from races the amount collected would be approximately \$28,000.

Cc: All Council Members
Mary Al Balber and Peter Ginder – Attorney's Office

Attachments:

- A. Draft Changes to City Ordinance Title 17, Chapter 447
- B. June 21, 2005 document produced by Public Financial Management Group
- C. 2006 Race/Parade Log
- D. Posting Fee Waiver Request