



STAFF REPORT ON PROPOSED LEGISLATION

To: Mayor Gavin Buckley

From: Michael D. Mallinoff, City Manager

Date: July 10, 2024

Subject: 0- 16-24: Special Residential Parking Districts- Permits Renewals

Purpose of Legislation:

The purpose of Ordinance 0-16-24 is to amend the regulations governing Special Residential Parking Districts (SRPDs) in the City of Annapolis, specifically focusing on the renewal process for parking permits within these districts. Currently, permits can be prorated based on the number of months of use, starting from the date of issuance. Residents pay only for the months that they use. The proposed amendment seeks to change the renewal timing of these permits. The permits are valid for a year and cannot be prorated monthly.

Impact of Legislation on Operations:

Administrative Efficiency: This change is expected to streamline operations by aligning permit renewal periods with their issuance dates. By eliminating the need for prorated fees based on the fiscal year and discontinuing refunds for unused permits, the City of Annapolis anticipates reduced administrative complexity and improved service delivery to residents.

Impact of Legislation on Staffing:

The proposed ordinance is not anticipated to impact staffing levels within the City of Annapolis. Parking contractor staff responsible for managing and processing permit applications will need to adjust procedures to accommodate the new renewal structure. However, these adjustments are manageable within their existing staffing resources and are expected to enhance operational efficiency without necessitating additional personnel.

Prepared by Markus G. Moore, Director of Transportation, Annapolis Department of Transportation