



## Calgary Parking Authority

### Mandate and Composition

<p><b>Mandate</b></p>	<p>The Calgary Parking Committee is established as a committee of Council to oversee the Authority with respect to the following purposes:</p> <ul style="list-style-type: none"> <li>a) implement the parking policies and framework established by Council;</li> <li>b) arrange for the provision of parking facilities;</li> <li>c) manage and operate the parking facilities that are owned or leased by the City and which have been designated by Council for management by the Authority;</li> <li>c.1) provide parking services for parking facilities owned or leased by third parties, or manage and operate such parking facilities;</li> <li>d) manage and operate a parking enforcement program pursuant to the provisions of the Calgary Traffic Bylaw 26M96, as amended, and the Traffic Safety Act, R.S.A. 2000, c. T-6;</li> <li>d.1) manage and operate municipal impound lots;</li> <li>e) report to and advise Council, and City business units as appropriate, on matters related to the parking of vehicles in the City;</li> <li>f) generate sufficient funds from its operation of parking facilities to finance its ongoing operations, service capital debt and meet financial return expectations established by Council;</li> <li>g) demonstrate leadership in customer service by taking a proactive approach to customer complaints and feedback, regularly communicating with customers and establishing and tracking performance metrics;</li> <li>h) ensure Authority operations are efficient and effective;</li> <li>i) to perform all duties and functions delegated by Council pursuant to this Bylaw, subject to the provisions of the Act;</li> <li>j) manage parking permit programs;</li> <li>k) manage records of the Authority; and</li> <li>l) develop, maintain, utilize, enhance and/or commercialize parking-related technologies.</li> </ul>
<p><b>Composition</b></p>	<ul style="list-style-type: none"> <li>• 2 Members of Council</li> <li>• 5 Elector-members</li> <li>• 1 General Manager, Transportation</li> <li>• 1 Chief Financial Officer</li> </ul>



# BCC Presentation – Calgary Parking Committee

March 4, 2019

Governed by the Calgary Parking Committee, the Calgary Parking Authority (CPA) is entrusted to manage, control, operate and maintain designated off-street parking areas, structures, and facilities owned and leased by The City of Calgary.

## 1. Meetings

- There have been 18 Calgary Parking Committee meetings in the last two years.

## 2. Subcommittees

There are two subcommittees of the Calgary Parking Committee:

- Audit
- Governance

## 3. Summary of initiatives, projects, or work completed or ongoing in the last two years

The following highlights some of the work that has been completed by the Calgary Parking Committee in the last two years:

- **9<sup>th</sup> Avenue Parkade (9AP)**
  - The CPA has partnered with the Calgary Municipal Land Corporation (CMLC) and PLATFORM to create a mixed-use development which highlights The City's plan to create forward-thinking projects and has been designed to accommodate the next generation of use. 9AP broke ground in early 2019.
- **4 Year Strategic Plan**
  - The 2019-2022 Strategic Plan builds on the CPA's strengths and sets a course for continued success as the context of parking continues to shift. Please find the 2019-2022 Strategic Plan enclosed as Attachment 1.
- **City Centre Parkade Mural – Beltline Urban Mural Project (BUMP)**
  - The City Centre Parkade was the canvas for a mural as part of this initiative by the Beltline Neighbourhoods Association to “showcase art, promote tourism and local businesses, improve the public realm and build community spirit in Calgary's Beltline neighbourhoods.”
- **Governance Policy Review**
  - Code of Conduct Policy
  - Off-street Parking Pricing Policy
  - Committee Expense Policy
  - Integrated Risk Management Policy
  - Policy on Developing and Reviewing CPA Policy
  - Delegation of Authority
- **Updated Governance Subcommittee Terms of Reference**
  - Audit Subcommittee
  - Governance Subcommittee
- **Strategic Planning Sessions – annually**



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- **Governance Best Practices – reviewed annually**
  - Board Assessment bi-annually
  - Individual Director Assessment annually
- **Report to the Community**
  - The Report to the Community highlights CPA's annual successes, financials, customer experience survey results and community involvement at [reporttothecommunity.com](http://reporttothecommunity.com)
- **Audits – Asset Management Processes Audit**
- **Residential Parking Permit Process Enhancements**
  - From August 1, 2017 to August 1, 2018, the Residential Parking Permit program was fully transitioned to an online system that enables a quick application process for residents, a two-year permit, and more effective and efficient enforcement of residential parking zones.
- **New Elector Member Selection and Orientation Program**

## 4. Outline of 2019 workplan

Please find the Calgary Parking Committee 2019 Work Plan enclosed as Attachment 1.

## 5. Challenges to fulfilling mandate

- Change in parking / technology
- Economy downtown....will it recover?
- Ability to be nimble and adapt to changes in the market....are we structured correctly?

## 6. Additional information you would like to share with Council

- ParkPlus Strategy
  - Capture Alberta Market
  - Smart Investments in R&D
    - 2017 ParkPlus System New Clients:
      - Sylvan Lake
      - Mountain Equipment Co-op
    - 2018/2019 ParkPlus System New Clients
      - Riverwalk Parkade
      - Fort Calgary
      - Macleod Professional Centre
      - ATB Calgary Campus
      - Seton YMCA
- Increased 2018 distribution to The City (+\$2.2M over budget)
  - Challenge: below expected revenue due to lower demand and decreased or static prices for parking
  - Response: innovations and cost efficiencies

CALGARY PARKING COMMITTEE  
2019 WORK PLAN

#	Item	Target Date	Date(s) Completed
	<b>Quarter 1</b>		
1.	Quarterly Financial Report	Quarterly- Feb, April August, November	
2.	Customer Satisfaction Survey - Annual	Annual – Feb	
	<b>Quarter 2</b>		
3.	Annual Audited Financial Statement and Audit Results and Communications	Annual - April	
4.	Quarterly Financial Report	Quarterly – Feb, April, August, November	
5.	Land Inventory Strategy Update	April	
6.	Annual Calgary Parking Committee Strategic Session	April	
	<b>Quarter 3</b>		
7.	Annual Operating and Capital Budgets (Programs 104 and 106).	August	
8.	Quarterly Financial Report	Quarterly – Feb, April, August, November	
9.	Draft Calgary Parking Authority Annual Report and Risk Management Processes (presentation to The City's Audit Committee)	Annual - August	
10.	Rate Review Update	Annual – Q3	
	<b>Quarter 4</b>		
11.	Annual Schedule of Regular Meetings	Annual – Nov	
12.	Annual Election of Chair and Vice-Chair	Annual – Nov	
13.	Annual Appointment of all Subcommittees of Calgary Parking Committee (Audit, Governance )	Annual - Nov	
14.	Quarterly Financial Report	Quarterly – Feb, April, August, Nov	