

## MEMORANDUM

**To:** Mayor and City Council Members  
Steve Parker, City Manager

**From:** Melissa Reynolds, P.E., CFM – Director of Engineering & Capital Projects

**Through:** Rick Cortes, Deputy City Manager

**Subject:** Public Hearing and ordinance creating a new Parking by Permit Area B on both sides of Jay Road

**Date:** January 2, 2024

At the November 7, 2023 City Council meeting, City Council requested that staff create a new parking by permit area along Jay Road between the westbound IH-10 Frontage Road and the end of Jay Road to allow for permitted parking while prohibiting parking for those vehicles without a permit for the specified parking by permit area. The three hotels along Jay Road will have the ability to supply dated permits for guests of their properties. The proposed parking by permit area shown in the attached map will be daily, year-round.

Notices for the public hearing were sent in advance of this meeting to all property owners within 300 feet of the proposed parking by permit area, which is in accordance with the language in Section 98-109(d)(3).

City staff will be available to answer any questions related to the proposed Parking by Permit Area B at the January 2, 2024 City Council meeting.