



Preliminary Meeting Schedule and Ground Rules for the Residential Parking Working Group

With High-Level Agendas and Expected Outcomes

Meeting	Preliminary Agenda	Expected Outcomes	Date/Time	Location
1	Kickoff and Policy Context <ul style="list-style-type: none"> Welcome from the County Manager; setting the charge. Introductions of Working Group Members. Overview of the Working Group process, and the Arlington policies that inform this effort. 	<ul style="list-style-type: none"> Shared understanding about goal and role of the Working Group, the process, and ground rules. Basic understanding of County policies pertaining to residential parking. 	Weds. 9/28 7-9 PM	Navy League Building
2	Residential Parking 101 <ul style="list-style-type: none"> Staff Presentation on Residential Parking issues with Working Group discussion. Discuss Working Group member’s major concerns around multi-family residential parking and values. 	<ul style="list-style-type: none"> A list of values/key principles for use in establishing decision criteria. Working group discussion, questions, and identification of any additional information needed. 	Tues. 10/11 7-9 PM	2100 Clarendon Rm. 311
3	Background: Understanding Parking’s Role in Transportation and Economics <ul style="list-style-type: none"> Parking and transportation decisions, parking economics, parking in the County’s transportation principles and policies, future trends in parking and pressures. Identification of any additional information needed. 	A shared understanding of how parking affects the life and structure of a community.	Tues. 10/18 7-9 PM	2100 Clarendon Azalea Room (lobby level)
4	Background: Continued <ul style="list-style-type: none"> Site Plan Process and Parking Regulations, current parking ratios, TDM. Finalize values/key principles for alternatives in the Metro Corridors. 	<ul style="list-style-type: none"> Shared understanding of how parking decisions are currently made for multi-family buildings; the status of residential parking in the County. Direction for staff development of alternative methodologies. 	Weds. 11/02 7-9 PM	2100 Clarendon Rm. 913



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5	Review Alternative Methodologies	<ul style="list-style-type: none"> • Agreement on the range of alternatives for review. • Input on the set of alternatives desired by the Working Group. 	Mon. 11/14 7-9 PM	2100 Clarendon Rm. 311
6	Assess Stakeholder and Public Inputs	<ul style="list-style-type: none"> • Identify feedback to all stakeholders on input received • Identify draft methodology and any additional information needed 	Weds. 11/30 7-9 PM	TBD
7	Review Alternative Methodologies, Continued Staff presentation on specific alternative methodologies; Working Group discussion and evaluation.	<ul style="list-style-type: none"> • Suggested improvements to alternatives • Evaluation of alternatives against values/key principles 	Weds. 12/14 7-9 PM	2100 Clarendon Rm. 311
8, 9, 10	If Necessary: Finalize Recommendation and Draft Report to the County Manager	<ul style="list-style-type: none"> • Final recommended methodology 	TBD	TBD

Proposed Ground Rules

In order to keep our work together productive, here is a proposed set of principles and standards with which staff and Working Group members should participate. We look forward to discussion and acknowledgement of these rules with additions and modifications, as appropriate.

- Meetings start and end on time.
- Work cooperatively with each other.
- Be respectful of all participants and the process.
- Approach all issues and viewpoints with an open mind.
- Seek common ground wherever possible, and present and respect minority opinions where they exist.
- Keep the commission/advisory group/community group/department that you are representing informed of the Working Group's efforts.
- Provide feedback from the commissions/advisory groups/community groups/departments to the Working Group.
- Be transparent and share all discussions at Working Group meetings or by e-mail to the entire Working Group including the Chair, James Schroll, while copying Stephen Crim and Susan Bell; Stephen and Susan will disseminate to other project staff.
- Share communication about the Working Group that you receive from other individuals (e.g., if a neighbor sends you a message or talks with you about our work). Names of individuals may be withheld
- Always strive to communicate issues and recommendations in a way that all stakeholders can understand. Avoid jargon and uncommon acronyms as much as possible.
- If you agree with an opinion that has already been stated, do not re-state that opinion. In order to save time a nod of the head will suffice.