

Action Plan Worksheet



Action Plan Owner (contact information): Kevin Kinney kkinney@coralgables.com

Action Plan Name: Increase participation in alternative mobility option and integrate With parking management and operations systems

Strategic plan alignment (Supports which Objectives and Goals)

- 1.3.1, 1.3.2, 1.3.4, 6.2.2
 - Goal

KEY tasks that must be accomplished, deliverables, and measures of success (Plan of Actions/Milestones)

What must be done	By When	How will it be evident
Expand frictionless (non-cash, no stop) parking and mobility option (on-going)	03/31/23	Additional cashless options for parking and mobility customer transactions
Increase alternative mobility options	03/31/24	Add a minimum of 4 alternative mobility options
Unified dashboard of parking and mobility operations	09/30/25	Single site management portal for parking and mobility operations
Issue RFP of City-wide parking and mobility master plan	10/31/22	Contract Issued
Completed City-wide parking and mobility master plan	06/30/23	Commission approval of master plan with implementation steps
Integration of IoT concepts into parking and mobility operations and systems	09/30/25	Data and services trackable in IT Smart Cities portal
Increase in EV Charging Infrastructure to 120 Charging Ports	12/31/25	Ports will be listed on Chargepoint and City websites.
Increase Customer use of Parkme or Alternative Apps to find Parking	01/31/25	20% increase in Coral Gables searches
	XX/XX/XX	
	XX/XX/XX	

Resource requirements (what do we need to succeed?)

- Time (of the project team members and others as appropriate – examples below):
 - Informatics Person –
 - Program / Subject Matter Experts –
- Finances (detailed listing of expected costs):

\$ Amount	Purpose
\$ 250,000	Parking and Mobility Master Plan
\$ 200,000	Enterprise Management System for Parking/Mobility
\$	
\$	
\$	Total

- Technology:

- 20 Hours a month to review available systems and technology for implementation and integration.
- Knowledge/Training:
 - All staff – 200 hours of training for new systems
- Other
 - Space, equipment, etc.

Short- & Longer-term measures of success, targets and / or time horizons

Measure	Target	Date
Reduction of in-person transactions at Administrative Office	25% Reduction	01/31/24
Increased customer satisfaction with City Transit Services	90 th Percentile Satisfied	09/30/25
Increase garage traffic from 2022 base	10%	09/30/23
	15%	09/30/24
	20%	09/30/25

Frequency & venue of review

- Bi-Weekly review by Master Plan Steering Team.
- Quarterly reports to City Manager.

Who are the stakeholders / what is the anticipated impact on them?

Stakeholder Group	Potential positive impact	Potential negative impact
Workforce	●	●
Program / Subject Matter Experts	●	●
Informatics	●	●
Sr. Leadership	● Consolidation of traffic and revenue data	●
Commissioners	● Improved tax base within the CBD	●
Customers	● Easier driving or moving within the CBD	●
Regulators	●	●
Other:	●	●

What are the positive and negative financial impacts (costs / benefits and return on investment)?

- Money:
 - Costs: \$450,000
 - Benefits: \$300,000
 - Return on investment will occur within strategic planning timeline
- Other benefits:
 - Improved customer satisfaction

Signature of Action Plan Owner _____

Date _____

Signature of Resource Provider _____

Date _____