

**CITY OF NAPERVILLE  
MEMORANDUM**

**DATE:** February 18, 2019

**TO:** Jennifer Loudon, Deputy Director of TED Business Group  
**FROM:** Kelly Dunne, TED Project Manager

**SUBJECT:** Recommendation for Second Quarter 2019 Commuter Permit Issuance and Space Utilization Report

**PURPOSE:**

This memorandum provides information on utilization of commuter parking for the months of December 2018, January and February 2019. The utilization information and data from the First Quarter 2019 permit issuance are used to make a recommendation for the issuance of new parking permits effective April 1, 2019 from the waitlists for Naperville Station.

**INFORMATION:**

The Transportation, Engineering and Development Business Group (TED) surveyed the lots on December 12<sup>th</sup>, 2018, January 17<sup>th</sup> and February 14<sup>th</sup>, 2019. The usage versus capacity for each lot is detailed in the attached spreadsheets.

The City continues to be aggressive in issuing commuter parking permits to maintain a high occupancy rate in the commuter parking lots. TED coordinates with the Police Department to receive reports when the lots reach or exceed occupancy to better track the daily usage of the lots. There were no reported days of 100% capacity for permit spaces during the current quarter.

First Quarter 2019 Permit Issuance Results

The following table summarizes the number of permits offered for each commuter lot for Quarter 1 of 2019 and the subsequent issuance results. The City does not maintain a waitlist for the Route 59 commuter lot and permits are available on a walk-in basis. During the period of December 2018 through February 2019, a total of forty-four (44) permits were issued at Route 59.

	Permit Offers			
	Extended	Accepted	Rejected	No Response
Burlington	30	18	1	11
Parkview	10	6	0	4
Kroehler	5	2	2	1

First Quarter 2019 Permit Cancellation Results

The following table summarizes the number of permit cancellations for each commuter lot for Quarter 1 of 2019.

	Cancels		
	Cancelled by Permit Holder	Cancelled for Non-Payment	Cancelled for Misuse
Burlington	7	2	2
Parkview	1	0	0
Kroehler	1	0	0
Route 59	16	31	0

**Second Quarter 2019 Permit Issuance Recommendation**

The number of Route 59 permits available are adjusted each quarter based on lot occupancy and the number of cancellations that occur during the prior quarter. As of February 18, 2019, one hundred and fourteen (114) permits are available.

TED determines the number of Naperville Station quarterly parking permits to be offered to waitlisted commuters based on actual acceptance, lot usage, seasonal variations, cancellations, and historical data. Consideration is given to the potential number of acceptable overflow days per quarter.

**Permit Offers for Second Quarter 2019  
Permits Effective April 1, 2019 – June 30, 2019**

Commuter Lot (# of spaces)	Actual Past Acceptance Rate (Q1 2019)	Estimated Future Acceptance Rate (Q2 2019)	Lowest Number of Vacancies (Dec. – Feb.)	Desired Number of Vacancies	Current Number of Permits	Offer Letters to be Extended
Burlington (526)	60%	70%	42	20	858	30
Parkview (122)	60%	60%	25	10	188	10
Kroehler (282)	40%	65%	4	15	453	20*
Route 59 (966)	N/A	N/A	186	30	1114	N/A

\*Although the lowest number of vacancies was less than the desired number of vacancies for the Kroehler lot, offers are being extended to the Kroehler waitlist to account for existing Kroehler permit holders who will receive offers this quarter for the Burlington and Parkview lots, and therefore will relinquish their Kroehler permits when they upgrade

Based upon the factors listed above and to maintain the desired occupancies, TED is recommending that the number of commuter offer letters be sent to persons on the waitlists as follows:

**Burlington 30**  
**Parkview 10**  
**Kroehler 20**

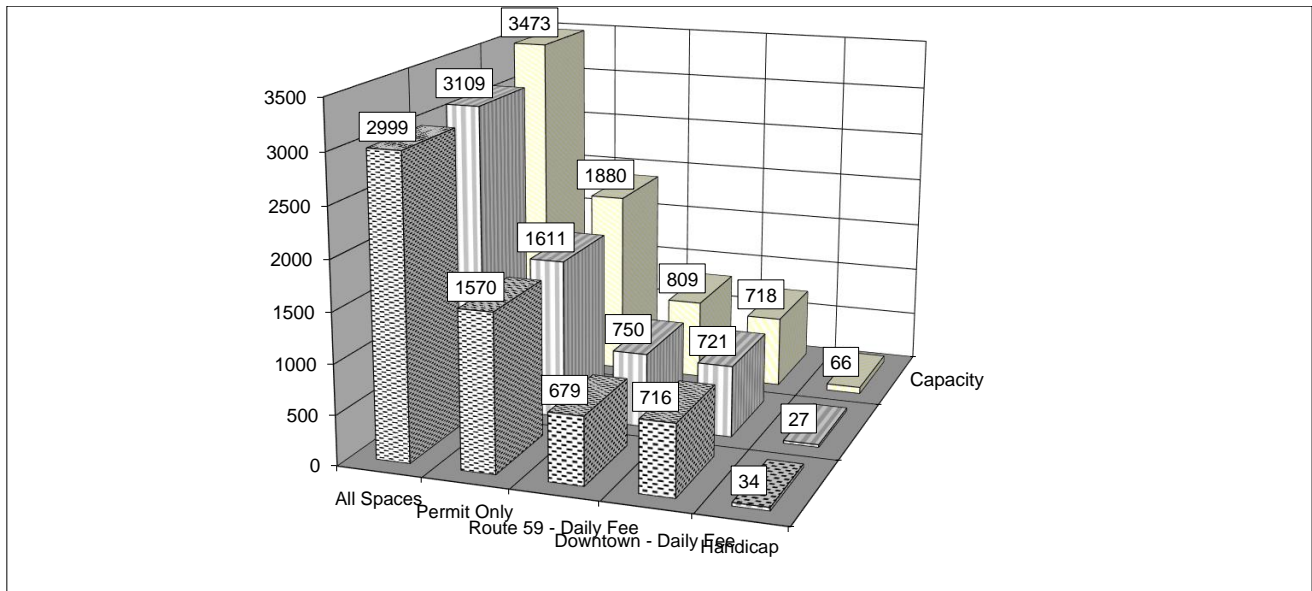
Cc: Transportation Advisory Board

Attachments: December 2018, January and February 2019 Parking Surveys

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	526	415	111	79%
Handicap	25	7	18	28%
<b>Rt. 59 Station Lot</b>				
Permit Only	955	795	160	83%
Daily Fee	809	679	130	84%
Handicap	27	20	7	74%
<b>Parkview Lot</b>				
Permit Only	120	90	30	75%
Handicap	12	6	6	50%
<b>Kroehler Lot</b>				
Permit Only	279	270	9	97%
Daily Fee	45	45	0	100%
<b>5th Avenue (on street)</b>				
Washington to Webster - Daily Fee	23	22	1	96%
Washington to Columbia - Daily Fee	82	82	0	100%
<b>WTW Temporary Parking Lots</b>				
East Lot - Daily Fee	19	18	1	95%
West Lot - Daily Fee	94	94	0	100%
<b>4th Avenue (Serpentine)</b>				
Daily Fee	131	131	0	100%
<b>6th Avenue</b>				
Daily Fee	10	10	0	100%
<b>North Avenue</b>				
Daily Fee	29	29	0	100%
<b>Spring Avenue</b>				
Daily Fee	21	21	0	100%
<b>Center Street</b>				
Daily Fee	9	9	0	100%
<b>Ellsworth Street (North)</b>				
Daily Fee	6	6	0	100%
<b>4th Avenue (at station)</b>				
Daily Fee	20	20	0	100%
Handicap	2	1	1	50%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	10	0	100%
<b>Children's Museum Lot</b>				
Daily Fee	54	54	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	165	165	0	100%
<b>Totals</b>				
All Spaces	3473	2999	474	86%
Permit Only	1880	1570	310	84%
Route 59 - Daily Fee	809	679	130	84%
Downtown - Daily Fee	718	716	2	100%
Handicap	66	34	32	52%

## Naperville Monthly Commuter Parking Survey



	Observed 11/15/2018	Observed 12/13/2018	Capacity
All Spaces	3109	2999	3473
Permit Only	1611	1570	1880
Route 59 - Daily Fee	750	679	809
Downtown - Daily Fee	721	716	718
Handicap	27	34	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	17
South Side	X	26
Children's Museum Lot	X	6
<b>Motorcycle - Downtown</b>		
North Side (no permit required)	25	2
South (covered, permit required)	40	1
<b>Private Lot North of Rt. 59</b>		
Private	167	90

Location	Capacity	Observed
<b>Bicycle - Route 59</b>		
Naperville Side	X	8
<b>Scooters - Route 59</b>		
Naperville Side	X	1
<b>Motorcycle - Route 59</b>		
East Side (no permit required)	15	0
<b>Aurora - Open Daily Fee &amp; Permit Spaces</b>		
Daily Fee	1543	105 open
Permit (7:35, 9:00)	1036	127 open
Handicap	40	8 open
Motorcycle \$2 Fee	20	1 open

**Permit holders utilizing permit spaces that are designated for daily fee use after 9 a.m.**

**Burlington Lot: 16 / 53 after 9 a.m. spaces**

**Kroehler Lot: 12 / 36 after 9 a.m. spaces**

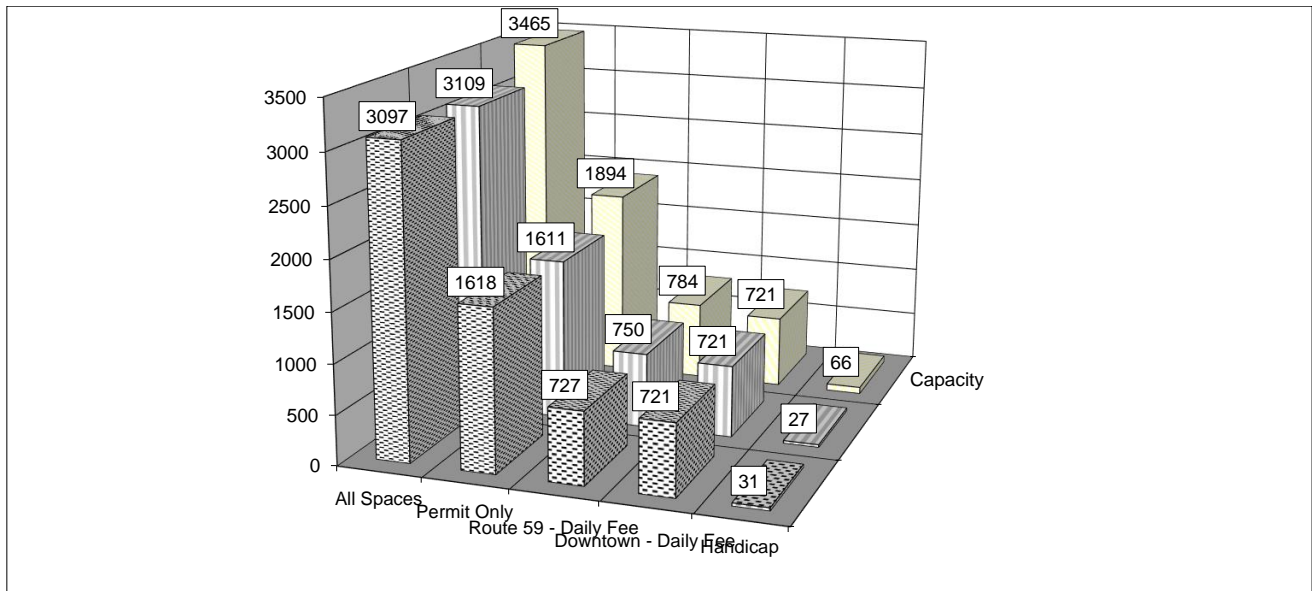
**Route 59 Lot: 0 / 50 after 9 a.m. spaces**      Snow/Equipment covered.

**Sunny, 42°**

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	526	469	57	89%
Handicap	25	4	21	16%
<b>Rt. 59 Station Lot</b>				
Permit Only	966	777	189	80%
Daily Fee	784	727	57	93%
Handicap	27	20	7	74%
<b>Parkview Lot</b>				
Permit Only	120	94	26	78%
Handicap	12	5	7	42%
<b>Kroehler Lot</b>				
Permit Only	282	278	4	99%
Daily Fee	45	45	0	100%
<b>5th Avenue (on street)</b>				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	82	0	100%
<b>WTW Temporary Parking Lots</b>				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
<b>4th Avenue (Serpentine)</b>				
Daily Fee	132	132	0	100%
<b>6th Avenue</b>				
Daily Fee	10	10	0	100%
<b>North Avenue</b>				
Daily Fee	29	29	0	100%
<b>Spring Avenue</b>				
Daily Fee	21	21	0	100%
<b>Center Street</b>				
Daily Fee	9	9	0	100%
<b>Ellsworth Street (North)</b>				
Daily Fee	6	6	0	100%
<b>4th Avenue (at station)</b>				
Daily Fee	20	20	0	100%
Handicap	2	2	0	100%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	10	0	100%
<b>Children's Museum Lot</b>				
Daily Fee	54	54	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	165	165	0	100%
<b>Totals</b>				
All Spaces	3465	3097	368	89%
Permit Only	1894	1618	276	85%
Route 59 - Daily Fee	784	727	57	93%
Downtown - Daily Fee	721	721	0	100%
Handicap	66	31	35	47%

## Naperville Monthly Commuter Parking Survey



	Observed 11/15/2018	Observed 12/13/2018	Capacity
All Spaces	3109	3097	3465
Permit Only	1611	1618	1894
Route 59 - Daily Fee	750	727	784
Downtown - Daily Fee	721	721	721
Handicap	27	31	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	15
South Side	X	26
Children's Museum Lot	X	4
<b>Motorcycle - Downtown</b>		
North Side (no permit required)	25	1
South (covered, permit required)	40	1
<b>Private Lot North of Rt. 59</b>		
Private	167	78

Location	Capacity	Observed
<b>Bicycle - Route 59</b>		
Naperville Side	X	5
<b>Scooters - Route 59</b>		
Naperville Side	X	1
<b>Motorcycle - Route 59</b>		
East Side (no permit required)	15	0
<b>Aurora - Open Daily Fee &amp; Permit Spaces</b>		
Daily Fee	1543	63 open
Permit (7:35, 9:00)	1036	72 open
Handicap	40	14 open
Motorcycle \$2 Fee	20	0 open

**Permit holders utilizing permit spaces that are designated for daily fee use after 9 a.m.**

**Burlington Lot: 24 / 53 after 9 a.m. spaces**

**Kroehler Lot: 14 / 36 after 9 a.m. spaces**

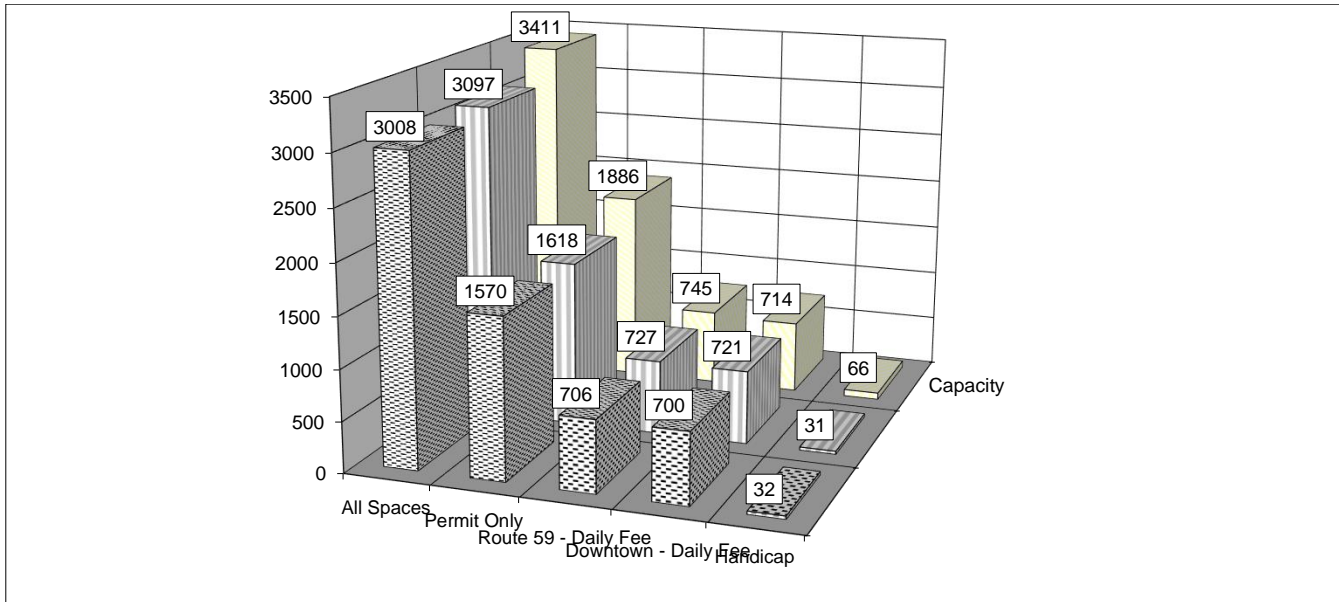
**Route 59 Lot: 1 / 50 after 9 a.m. spaces**

**Cloudy, 34°**

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	518	476	42	92%
Handicap	25	7	18	28%
<b>Rt. 59 Station Lot</b>				
Permit Only	966	758	208	78%
Daily Fee	745	706	39	95%
Handicap	27	19	8	70%
<b>Parkview Lot</b>				
Permit Only	120	95	25	79%
Handicap	12	5	7	42%
<b>Kroehler Lot</b>				
Permit Only	282	241	41	85%
Daily Fee	45	43	2	96%
<b>5th Avenue (on street)</b>				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	82	0	100%
<b>WTW Temporary Parking Lots</b>				
East Lot - Daily Fee	16	15	1	94%
West Lot - Daily Fee	96	96	0	100%
<b>4th Avenue (Serpentine)</b>				
Daily Fee	129	127	2	98%
<b>6th Avenue</b>				
Daily Fee	10	10	0	100%
<b>North Avenue</b>				
Daily Fee	29	29	0	100%
<b>Spring Avenue</b>				
Daily Fee	21	21	0	100%
<b>Center Street</b>				
Daily Fee	9	9	0	100%
<b>Ellsworth Street (North)</b>				
Daily Fee	6	6	0	100%
<b>4th Avenue (at station)</b>				
Daily Fee	20	20	0	100%
Handicap	2	1	1	50%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	10	0	100%
<b>Children's Museum Lot</b>				
Daily Fee	53	53	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	165	156	9	95%
<b>Totals</b>				
All Spaces	3411	3008	394	88%
Permit Only	1886	1570	316	83%
Route 59 - Daily Fee	745	706	39	95%
Downtown - Daily Fee	714	700	14	98%
Handicap	66	32	34	48%

## Naperville Monthly Commuter Parking Survey



	Observed 1/17/2019	Observed 2/17/2019	Capacity
All Spaces	3097	3008	3411 87 Snowed
Permit Only	1618	1570	1886 16 Snowed
Route 59 - Daily Fee	727	706	745 64 Snowed
Downtown - Daily Fee	721	700	714 7 Snowed
Handicap	31	32	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	8
South Side	X	21
Children's Museum Lot	X	0
<b>Motorcycle - Downtown</b>		
North Side (no permit required)	25	1
South (covered, permit required)	40	0
<b>Private Lot North of Rt. 59</b>		
Private	167	70

Location	Capacity	Observed
<b>Bicycle - Route 59</b>		
Naperville Side	X	6
<b>Scooters - Route 59</b>		
Naperville Side	X	0
<b>Motorcycle - Route 59</b>		
East Side (no permit required)	15	0
all snowed^		
<b>Aurora - Open Daily Fee &amp; Permit Spaces</b>		
Daily Fee	1543	103 open
Permit (7:35, 9:00)	1036	52 open
Handicap	40	6 open
Motorcycle \$2 Fee	20	20 open

**Permit holders utilizing permit spaces that are designated for daily fee use after 9 a.m.**

**Burlington Lot: 33 / 53 after 9 a.m. spaces**

**Kroehler Lot: 26 / 36 after 9 a.m. spaces**

**Route 59 Lot: 1 / 50 after 9 a.m. spaces**

**Partly Sunny, 44°**