

**CITY OF NAPERVILLE
MEMORANDUM**

DATE: November 29, 2018

TO: Jennifer Loudon, Deputy Director of TED Business Group

FROM: Kelly Dunne, TED Project Manager

SUBJECT: Recommendation for Calendar Year 2019, First Quarter Commuter Permit Issuance and Space Utilization Report

PURPOSE:

This memorandum provides information on utilization of commuter parking for the months of September, October and November 2018. The utilization information and data from the Calendar Year 2018, Third Quarter permit issuance are used to make a recommendation for the issuance of new parking permits effective January 1, 2019 from the waiting lists for the Naperville Station.

INFORMATION:

The Transportation, Engineering and Development Business Group (TED) surveyed the lots September 13, October 18 and November 15, 2018. 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 was one reported day of 100% capacity for permit spaces received by TED from the Police Department during the current quarter.

Calendar Year 2018, Fourth Quarter Permit Issuance Results

For the Fourth Quarter of Calendar Year 2018, no new offer letters were sent to commuters for the Burlington commuter lot, Kroehler commuter lot, or Parkview commuter lot. During the period of September through November 2018, a total of ten (10) commuters with Burlington lot permits, five (5) commuters with Kroehler lot permits, and three (3) commuters with Parkview lot permits cancelled or had their permit cancelled for non-payment.

The City does not maintain a waitlist for the Route 59 commuter lot. Permits are available on a walk-in basis. During the period of September through November 2018, eighty-eight (88) commuters cancelled or had their Route 59 permit cancelled for non-payment. During the period of September through November 2018, a total of fifty-six permits were issued at Route 59.

Calendar Year 2019, First Quarter 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 November 28, 2018, one hundred eleven (111) permits are available.

TED determines the number of Naperville Station quarterly parking permits to be offered to commuters on the wait lists 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 the First Quarter Calendar Year 2019
 Permits Effective January 1, 2019**

Commuter Lot (# of spaces)	Previous Recommendation Actual Acceptance Rate, 3rd Quarter 2018	1st Quarter Assumed Acceptance Rates	Average Number of Vacancies Observed (September - November)	Desired Number of Vacancies	Current Number of Permits	Potential Days of Quarterly Overflow	Offer Letters to be Extended
Burlington (526)	60%	70%	51	30	851	4	30
Parkview (122)	N/A	80%	28	10	184	4	10
Kroehler (282)	60%	70%	12	10	472	3	5
Route 59 (966)	N/A	N/A	205	40	1124	0	N/A

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 waiting lists as follows:

Burlington 30
Parkview 10
Kroehler 5

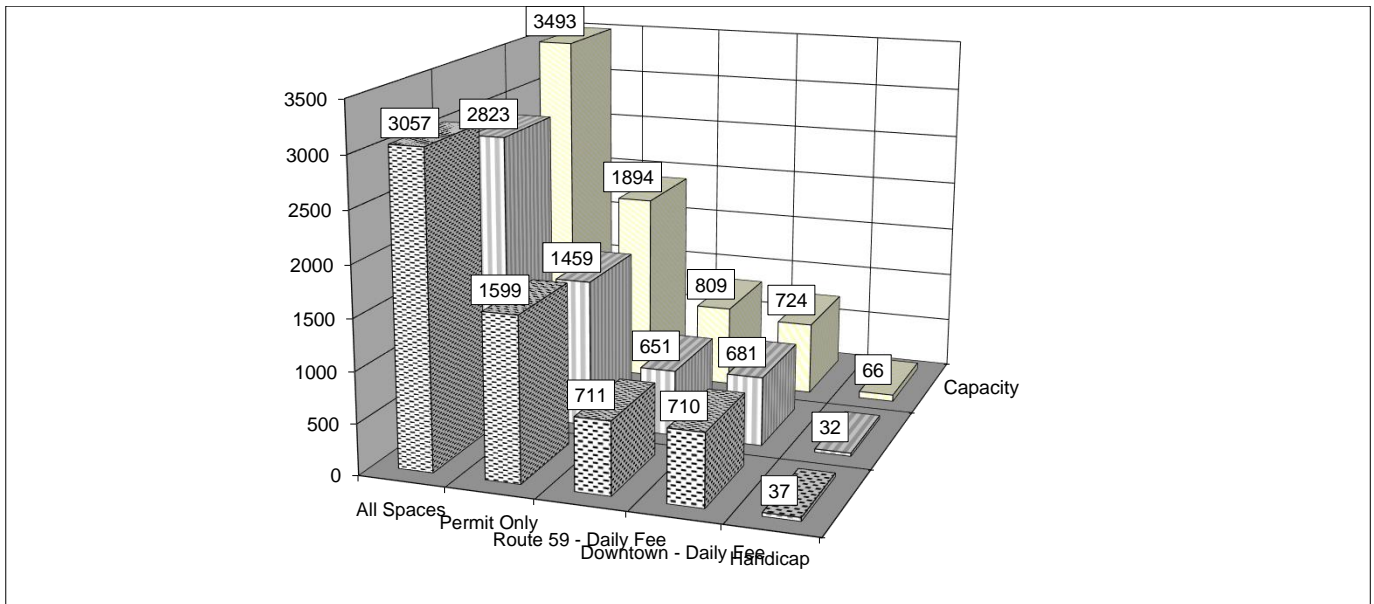
Cc: Transportation Advisory Board

Attachments: September, October and November 2018 Parking Surveys

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	474	52	90%
Handicap	25	14	11	56%
Rt. 59 Station Lot				
Permit Only	966	760	206	79%
Daily Fee	809	711	98	88%
Handicap	27	18	9	67%
Parkview Lot				
Permit Only	120	100	20	83%
Handicap	12	4	8	33%
Kroehler Lot				
Permit Only	282	265	17	94%
Daily Fee	45	45	0	100%
5th Avenue (on street)				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	82	0	100%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	15	4	79%
West Lot - Daily Fee	96	94	2	98%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	29	29	0	100%
Spring Avenue				
Daily Fee	21	21	0	100%
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	17	3	85%
Handicap	2	1	1	50%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	54	54	0	100%
190 E 5th Avenue Lot				
Daily Fee	168	163	5	97%
Totals				
All Spaces	3493	3057	431	88%
Permit Only	1894	1599	295	84%
Route 59 - Daily Fee	809	711	98	88%
Downtown - Daily Fee	724	710	14	98%
Handicap	66	37	29	56%

Naperville Monthly Commuter Parking Survey



	Observed 7/19/2018	Observed 8/16/2018	Capacity
All Spaces	2823	3057	3493
Permit Only	1459	1599	1894
Route 59 - Daily Fee	651	711	809
Downtown - Daily Fee	681	710	724
Handicap	32	37	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	28
South Side	X	41
Children's Museum Lot	X	18
Motorcycle - Downtown		
North Side (no permit required)	25	17
South (covered, permit required)	40	23
Private Lot North of Rt. 59		
Private	167	69

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	19
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	6
Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1543	269 open
Permit (7:35, 9:00)	1036	216 open
Handicap	40	10 open
Motorcycle \$2 Fee	20	16 open

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

Burlington Lot: 29 / 53 after 9 a.m. spaces

Kroehler Lot: 4 / 36 after 9 a.m. spaces

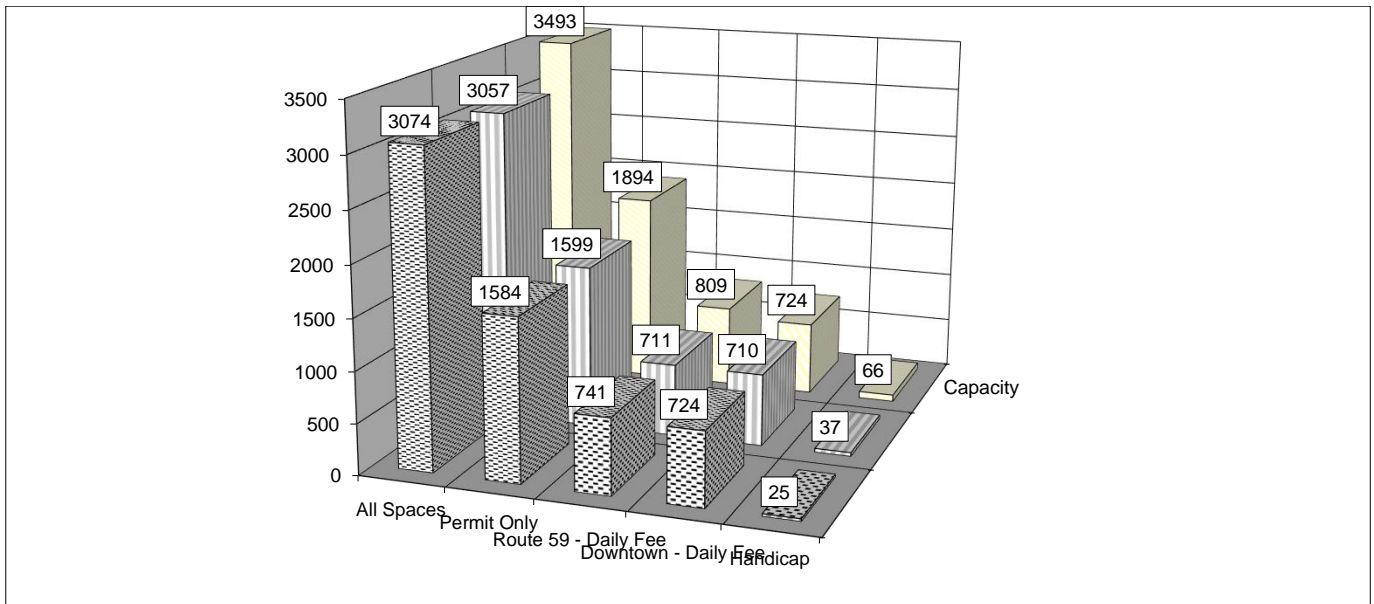
Route 59 Lot: 0 / 50 after 9 a.m. spaces

Partly Sunny, 89°

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	476	50	90%
Handicap	25	8	17	32%
Rt. 59 Station Lot				
Permit Only	966	766	200	79%
Daily Fee	809	741	68	92%
Handicap	27	13	14	48%
Parkview Lot				
Permit Only	120	78	42	65%
Handicap	12	4	8	33%
Kroehler Lot				
Permit Only	282	264	18	94%
Daily Fee	45	45	0	100%
5th Avenue (on street)				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	82	0	100%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	29	29	0	100%
Spring Avenue				
Daily Fee	21	21	0	100%
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	20	0	100%
Handicap	2	0	2	0%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	54	54	0	100%
190 E 5th Avenue Lot				
Daily Fee	168	168	0	100%
Totals				
All Spaces	3493	3074	419	88%
Permit Only	1894	1584	310	84%
Route 59 - Daily Fee	809	741	68	92%
Downtown - Daily Fee	724	724	0	100%
Handicap	66	25	41	38%

Naperville Monthly Commuter Parking Survey



	Observed 9/13/2018	Observed 10/18/2018	Capacity
All Spaces	3057	3074	3493
Permit Only	1599	1584	1894
Route 59 - Daily Fee	711	741	809
Downtown - Daily Fee	710	724	724
Handicap	37	25	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	39
South Side	X	48
Children's Museum Lot	X	16

Motorcycle - Downtown		
North Side (no permit required)	25	9
South (covered, permit required)	40	9

Private Lot North of Rt. 59		
Private	167	80

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	14
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	3

Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1543	59 open
Permit (7:35, 9:00)	1036	94 open
Handicap	40	2 open
Motorcycle \$2 Fee	20	15 open

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

Burlington Lot: 28 / 53 after 9 a.m. spaces

Kroehler Lot: 4 / 36 after 9 a.m. spaces

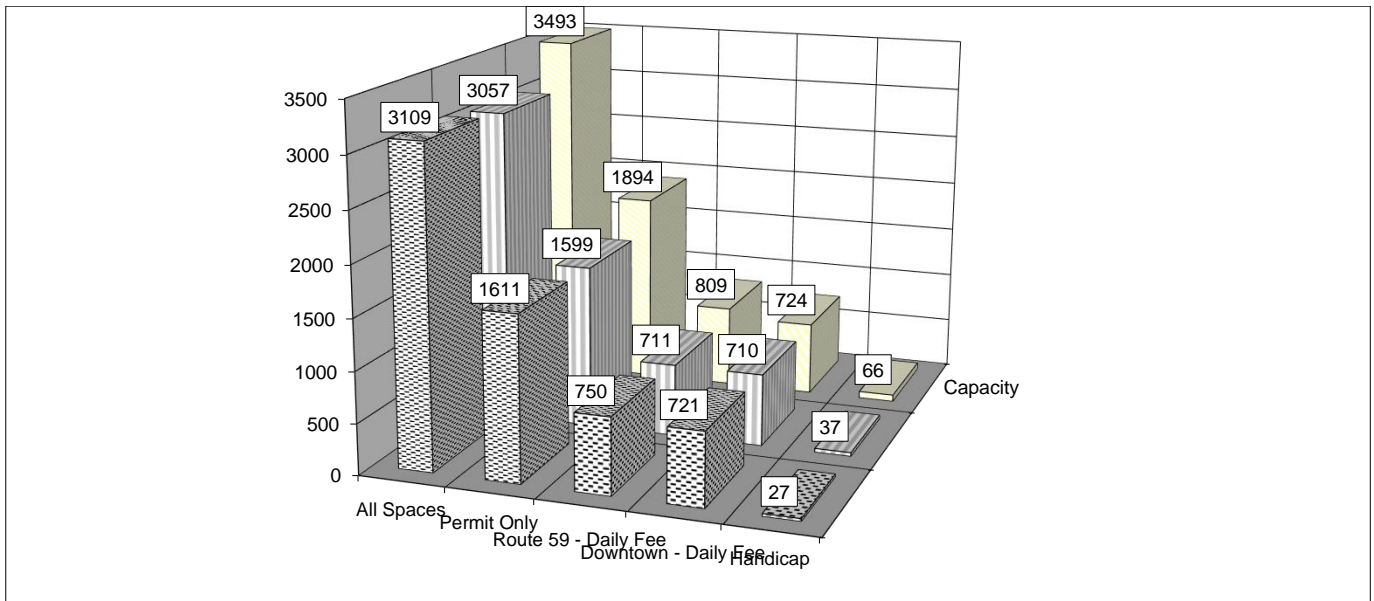
Route 59 Lot: 0 / 50 after 9 a.m. spaces

Partly Sunny, 57°

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	476	50	90%
Handicap	25	11	14	44%
Rt. 59 Station Lot				
Permit Only	966	756	210	78%
Daily Fee	809	750	59	93%
Handicap	27	11	16	41%
Parkview Lot				
Permit Only	120	97	23	81%
Handicap	12	4	8	33%
Kroehler Lot				
Permit Only	282	282	0	100%
Daily Fee	45	45	0	100%
5th Avenue (on street)				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	81	1	99%
WTW Temporary Parking Lots				
East Lot - Daily Fee	19	19	0	100%
West Lot - Daily Fee	96	96	0	100%
4th Avenue (Serpentine)				
Daily Fee	132	132	0	100%
6th Avenue				
Daily Fee	10	10	0	100%
North Avenue				
Daily Fee	29	29	0	100%
Spring Avenue				
Daily Fee	21	21	0	100%
Center Street				
Daily Fee	9	9	0	100%
Ellsworth Street (North)				
Daily Fee	6	6	0	100%
4th Avenue (at station)				
Daily Fee	20	20	0	100%
Handicap	2	1	1	50%
Ellsworth Street (south)				
Daily Fee	10	10	0	100%
Children's Museum Lot				
Daily Fee	54	54	0	100%
190 E 5th Avenue Lot				
Daily Fee	168	166	2	99%
Totals				
All Spaces	3493	3109	382	89%
Permit Only	1894	1611	283	85%
Route 59 - Daily Fee	809	750	59	93%
Downtown - Daily Fee	724	721	3	100%
Handicap	66	27	39	41%

Naperville Monthly Commuter Parking Survey



	Observed 9/13/2018	Observed 10/18/2018	Capacity
All Spaces	3057	3109	3493
Permit Only	1599	1611	1894
Route 59 - Daily Fee	711	750	809
Downtown - Daily Fee	710	721	724
Handicap	37	27	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	27
South Side	X	22
Children's Museum Lot	X	6

Motorcycle - Downtown		
North Side (no permit required)	25	2
South (covered, permit required)	40	5

Private Lot North of Rt. 59		
Private	167	80

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	12
Scooters - Route 59		
Naperville Side	X	1
Motorcycle - Route 59		
East Side (no permit required)	15	2

Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1543	54 open
Permit (7:35, 9:00)	1036	97 open
Handicap	40	3 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: 35 / 53 after 9 a.m. spaces

Kroehler Lot: 7 / 36 after 9 a.m. spaces

Route 59 Lot: 0 / 50 after 9 a.m. spaces

Cloudy/Snow, 32°