

CITY OF NAPERVILLE MEMORANDUM

DATE: November 27, 2017

TO: Jennifer Loudon, Deputy Director of TED Business Group

FROM: Ashley Hagen, TED Project Manager

SUBJECT: Recommendation for Calendar Year 2018, 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 2017. The utilization information and data from the Calendar Year 2017, Fourth Quarter permit issuance are used to make a recommendation for the issuance of new parking permits effective January 1, 2018 from the waiting lists for the Naperville Station.

INFORMATION:

The Transportation, Engineering and Development Business Group (TED) surveyed the lots September 14, October 12 and November 16, 2017. 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. No reports of 100% capacity for permit spaces were received by TED from the Police Department during the current quarter.

Calendar Year 2017, Fourth Quarter Permit Issuance Results

In September 2017, ten (10) offer letters were sent to commuters for the Burlington commuter lot. Seven (7) commuters accepted the permits, one (1) commuter rejected the offer and two (2) commuters did not respond to the permit offer. During the period of September through November 2017 a total of four (4) commuters with Burlington lot permits cancelled or had their permit cancelled for non-payment.

Ten (10) offer letters were sent to commuters on the Kroehler wait list. Nine (9) commuters accepted the permits, zero (0) commuters rejected the offer and one (1) commuter did not respond to the permit offer. Six (6) commuters with Kroehler lot permits cancelled or had their permit cancelled for non-payment.

No new offer letters were sent to commuters for the Parkview commuter lot, and one (1) commuter with Parkview lot permits cancelled or had their permit cancelled for non-payment.

The City does not maintain a wait list for the Route 59 commuter lot. Permits are available on a walk-in basis. During the period of September through November 2017 seventy-five (75)

commuters cancelled or had their Route 59 permit cancelled for non-payment. During the period of September through November 2017 a total of fifty-nine permits were issued at Route 59.

Calendar Year 2018, 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 22, 2017, one hundred – sixty four (164) 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 2018

Permits Effective January 1, 2018

Commuter Lot (# of spaces)	Previous Recommendation Actual Acceptance Rate, 4th Quarter 2017	1st Quarter Assumed Acceptance Rates	Lowest 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)	70%	80%	32	30	888	4	0
Parkview (122)	N/A	80%	20	10	197	4	0
Kroehler (282)	90%	80%	28	20	484	3	10
Route 59 (966)	N/A	N/A	197	40	1210	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 0
Parkview 0
Kroehler 10

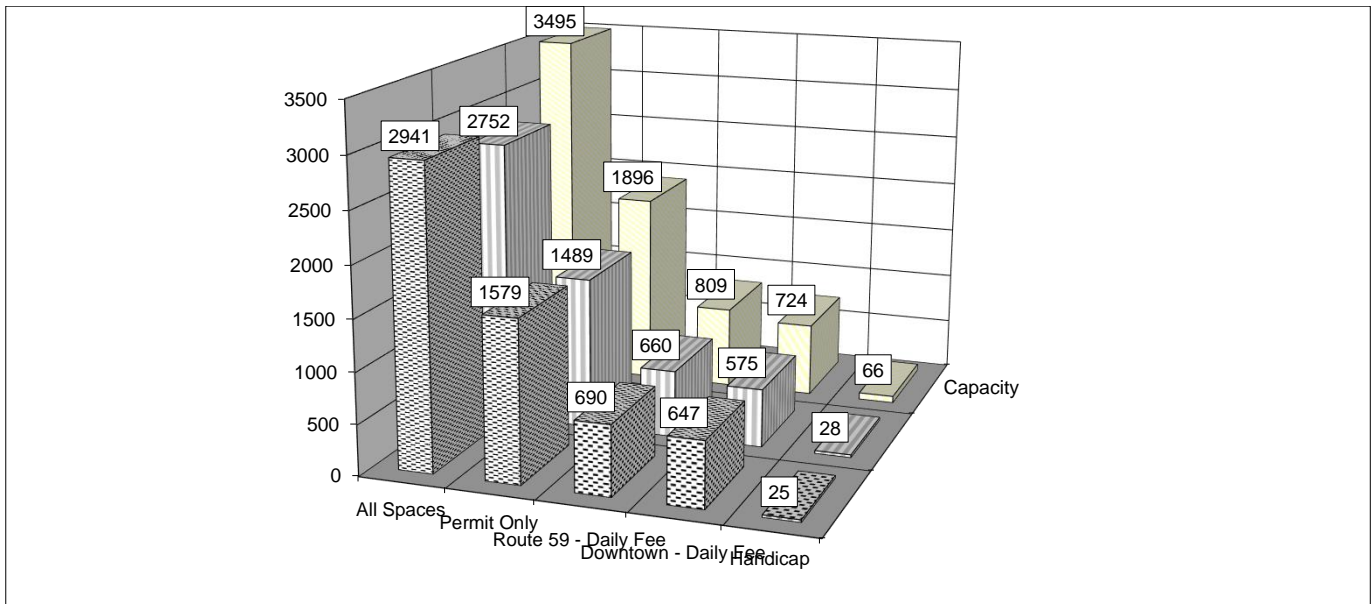
Cc: Transportation Advisory Board

Attachments: September, October and November 2017 Parking Surveys

Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	477	49	91%
Handicap	25	5	20	20%
Rt. 59 Station Lot				
Permit Only	966	755	211	78%
Daily Fee	809	690	119	85%
Handicap	27	9	18	33%
Parkview Lot				
Permit Only	122	98	24	80%
Handicap	12	10	2	83%
Kroehler Lot				
Permit Only	282	249	33	88%
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	130	2	98%
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	11	9	55%
Handicap	2	1	1	50%
Ellsworth Street (south)				
Daily Fee	10	0	10	0%
Children's Museum Lot				
Daily Fee	54	53	1	98%
190 E 5th Avenue Lot				
Daily Fee	168	113	55	67%
Totals				
All Spaces	3495	2941	499	84%
Permit Only	1896	1579	317	83%
Route 59 - Daily Fee	809	690	119	85%
Downtown - Daily Fee	724	647	77	89%
Handicap	66	25	41	38%

Naperville Monthly Commuter Parking Survey



	Observed 8/17/17	Observed 9/14/2017	Capacity
All Spaces	2752	2941	3495
Permit Only	1489	1579	1896
Route 59 - Daily Fee	660	690	809
Downtown - Daily Fee	575	647	724
Handicap	28	25	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	45
South Side	X	78
Children's Museum Lot	X	15

Motorcycle - Downtown		
North Side (no permit required)	25	25
South (covered, permit required)	40	15

Private Lot North of Rt. 59		
Private	167	84

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	23
Scooters - Route 59		
Naperville Side	X	2
Motorcycle - Route 59		
East Side (no permit required)	15	4

Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1543	239 open
Permit (7:35, 9:00)	1036	45 open
Handicap	40	1 open
Motorcycle \$2 Fee	20	18 open

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

Burlington Lot: 14 / 53 after 9 a.m. spaces

Kroehler Lot: 1 / 36 after 9 a.m. spaces

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

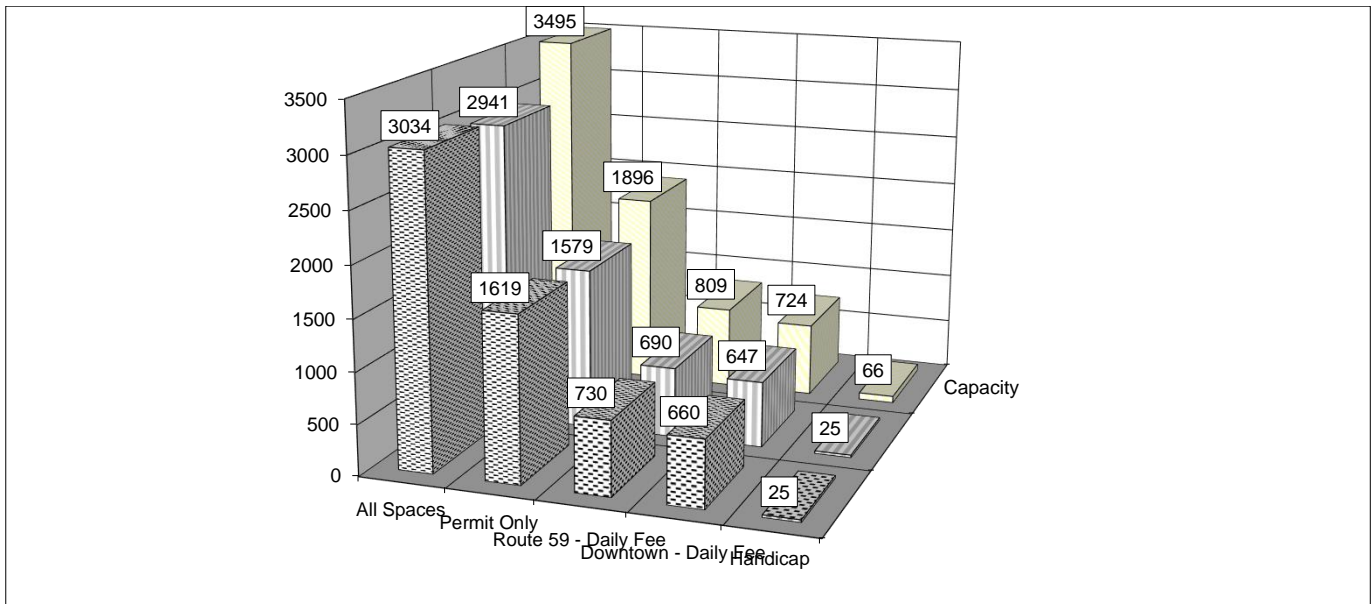
Note: At time of Monthly Commuter Parking Survey, 9 Daily Fee Spaces at 4th Avenue (at station) and 10 Daily Fee Spaces at Ellsworth Street (south) closed due to construction.

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Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	494	32	94%
Handicap	25	9	16	36%
Rt. 59 Station Lot				
Permit Only	966	769	197	80%
Daily Fee	809	730	79	90%
Handicap	27	4	23	15%
Parkview Lot				
Permit Only	122	102	20	84%
Handicap	12	10	2	83%
Kroehler Lot				
Permit Only	282	254	28	90%
Daily Fee	45	45	0	100%
5th Avenue (on street)				
Washington to Webster - Daily Fee	23	22	1	96%
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	131	1	99%
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	11	9	55%
Handicap	2	2	0	100%
Ellsworth Street (south)				
Daily Fee	10	0	10	0%
Children's Museum Lot				
Daily Fee	54	54	0	100%
190 E 5th Avenue Lot				
Daily Fee	168	125	43	74%
Totals				
All Spaces	3495	3034	418	87%
Permit Only	1896	1619	277	85%
Route 59 - Daily Fee	809	730	79	90%
Downtown - Daily Fee	724	660	64	91%
Handicap	66	25	41	38%

Naperville Monthly Commuter Parking Survey



	Observed 9/14/17	Observed 10/12/2017	Capacity
All Spaces	2941	3034	3495
Permit Only	1579	1619	1896
Route 59 - Daily Fee	690	730	809
Downtown - Daily Fee	647	660	724
Handicap	25	25	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	44
South Side	X	59
Children's Museum Lot	X	21

Motorcycle - Downtown		
North Side (no permit required)	25	16
South (covered, permit required)	40	12

Private Lot North of Rt. 59		
Private	167	92

Location	Capacity	Observed
Bicycle - Route 59		
Naperville Side	X	20
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	181 open
Permit (7:35, 9:00)	1036	32 open
Handicap	40	0 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: 27 / 53 after 9 a.m. spaces

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

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

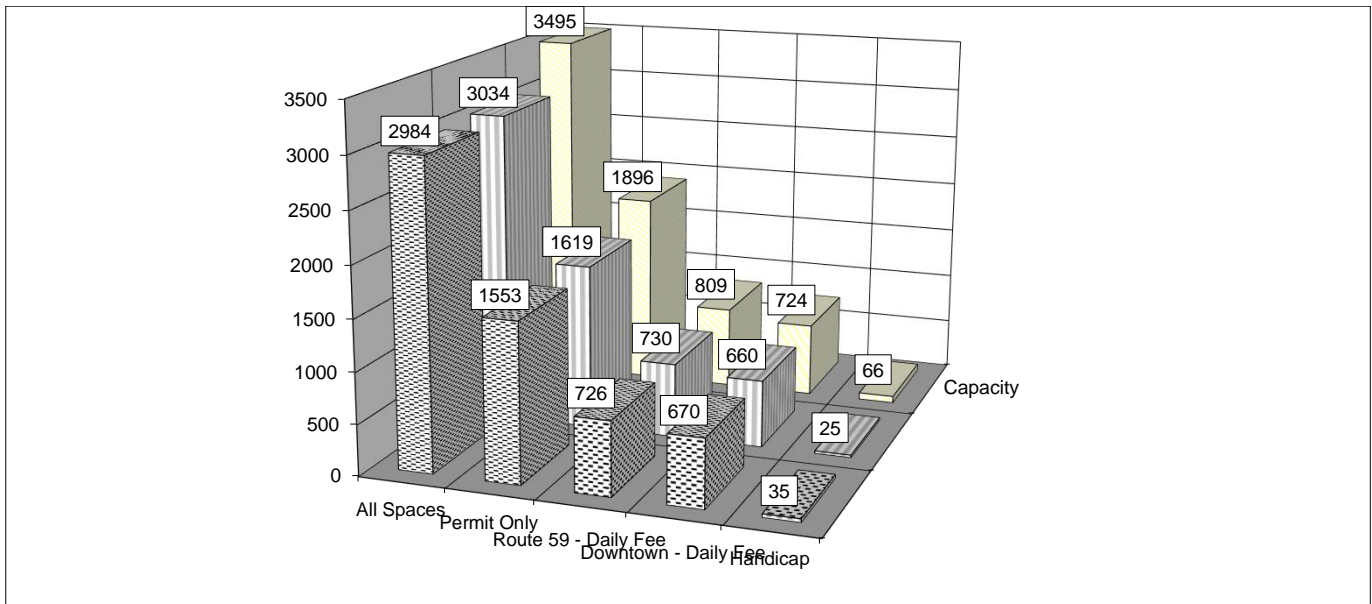
Note: At time of Monthly Commuter Parking Survey, 9 Daily Fee Spaces at 4th Avenue (at station) and 10 Daily Fee Spaces at Ellsworth Street (south) closed due to construction.

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Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
Burlington Northern Lot				
Permit Only	526	461	65	88%
Handicap	25	11	14	44%
Rt. 59 Station Lot				
Permit Only	966	766	200	79%
Daily Fee	809	726	83	90%
Handicap	27	12	15	44%
Parkview Lot				
Permit Only	122	91	31	75%
Handicap	12	10	2	83%
Kroehler Lot				
Permit Only	282	235	47	83%
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	131	1	99%
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	11	9	55%
Handicap	2	2	0	100%
Ellsworth Street (south)				
Daily Fee	10	0	10	0%
Children's Museum Lot				
Daily Fee	54	54	0	100%
190 E 5th Avenue Lot				
Daily Fee	168	134	34	80%
Totals				
All Spaces	3495	2984	477	85%
Permit Only	1896	1553	343	82%
Route 59 - Daily Fee	809	726	83	90%
Downtown - Daily Fee	724	670	54	93%
Handicap	66	35	31	53%

Naperville Monthly Commuter Parking Survey



	Observed 10/12/17	Observed 11/16/2017	Capacity
All Spaces	3034	2984	3495
Permit Only	1619	1553	1896
Route 59 - Daily Fee	730	726	809
Downtown - Daily Fee	660	670	724
Handicap	25	35	66

Location	Capacity	Observed
Bicycle - Downtown		
North Side	X	32
South Side	X	39
Children's Museum Lot	X	8

Motorcycle - Downtown		
North Side (no permit required)	25	4
South (covered, permit required)	40	5

Private Lot North of Rt. 59		
Private	167	97

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	0

Aurora - Open Daily Fee & Permit Spaces		
Daily Fee	1543	221 open
Permit (7:35, 9:00)	1036	88 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: 19 / 53 after 9 a.m. spaces

Kroehler Lot: 1 / 36 after 9 a.m. spaces

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

Note: At time of Monthly Commuter Parking Survey, 9 Daily Fee Spaces at 4th Avenue (at station) and 10 Daily Fee Spaces at Ellsworth Street (south) closed due to construction.

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