

## **CITY OF NAPERVILLE MEMORANDUM**

**DATE:** February 22, 2018

**TO:** Jennifer Loudon, Deputy Director of TED Business Group  
**FROM:** Ashley Hagen, TED Project Manager

**SUBJECT:** Recommendation for Calendar Year 2018, Second Quarter Commuter Permit Issuance and Space Utilization Report

**PURPOSE:**

This memorandum provides information on utilization of commuter parking for the months of December 2017, January and February 2018. The utilization information and data from the Calendar Year 2018, First Quarter permit issuance are used to make a recommendation for the issuance of new parking permits effective April 1, 2018 from the waiting lists for the Naperville Station.

**INFORMATION:**

The Transportation, Engineering and Development Business Group (TED) surveyed the lots December 7<sup>th</sup>, January 11<sup>th</sup> and February 15<sup>th</sup>. 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. One report of 100% capacity at the Kroehler and Burlington commuter lots for permit spaces was received by TED from the Police Department during the current quarter.

Calendar Year 2018, First Quarter Permit Issuance Results

In December 2017, ten (10) offer letters were sent to commuters for the Kroehler commuter lot. Six (6) commuters accepted the permits, one (1) commuter rejected the offer and three (3) commuters did not respond to the permit offer. During the period of December 2017 through February 2018 a total of four (4) commuters with Kroehler lot permits cancelled or had their permit cancelled for non-payment.

No new offer letters were sent to commuters for the Burlington commuter lot. Nine (9) commuters with Burlington lot permits cancelled their permit, one (1) permit was cancelled for non-payment and one (1) permit was cancelled due to misuse.

No new offer letters were sent to commuters for the Parkview commuter lot. One (1) commuter with a Parkview lot permit cancelled their permit and one (1) permit was 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 December 2017 through February 2018 twenty-six (26) commuters cancelled their permit and forty-eight (48) commuters had their Route 59 permit cancelled for non-payment. During the period of December 2017 through February 2018 a total of forty-eight (48) permits were issued at Route 59.

#### Calendar Year 2018, Second 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 February 22, 2018, one hundred – five (105) 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 Second Quarter Calendar Year 2018 Permits Effective April 1, 2018**

<b>Commuter Lot (# of spaces)</b>	<b>Previous Recommendation Actual Acceptance Rate, 1st Quarter 2018</b>	<b>2nd Quarter Assumed Acceptance Rates</b>	<b>Lowest Number of Vacancies Observed (December - February)</b>	<b>Desired Number of Vacancies</b>	<b>Current Number of Permits</b>	<b>Potential Days of Quarterly Overflow</b>	<b>Offer Letters to be Extended</b>
Burlington (526)	N/A	80%	24	30	883	4	5
Parkview (122)	N/A	80%	18	10	193	4	0
Kroehler (282)	60%	75%	17	20	483	3	10
Route 59 (966)	N/A	N/A	184	40	1181	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     5**  
**Parkview       0**  
**Kroehler        10**

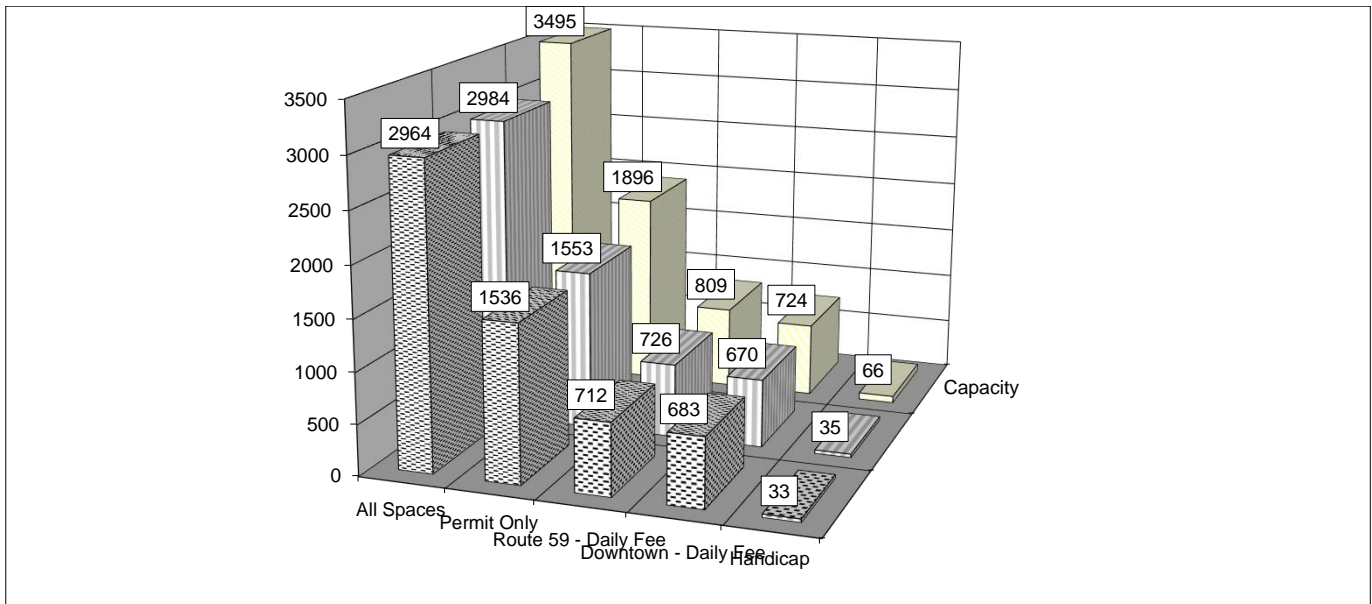
Cc:     Transportation Advisory Board

Attachments: December 2017, January and February 2018 Parking Surveys

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	526	449	77	85%
Handicap	25	11	14	44%
<b>Rt. 59 Station Lot</b>				
Permit Only	966	758	208	78%
Daily Fee	809	712	97	88%
Handicap	27	12	15	44%
<b>Parkview Lot</b>				
Permit Only	122	103	19	84%
Handicap	12	8	4	67%
<b>Kroehler Lot</b>				
Permit Only	282	226	56	80%
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	131	1	99%
<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	11	9	55%
Handicap	2	2	0	100%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	0	10	0%
<b>Children's Museum Lot</b>				
Daily Fee	54	54	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	168	147	21	88%
<b>Totals</b>				
All Spaces	3495	2964	510	85%
Permit Only	1896	1536	360	81%
Route 59 - Daily Fee	809	712	97	88%
Downtown - Daily Fee	724	683	41	94%
Handicap	66	33	33	50%

## Naperville Monthly Commuter Parking Survey



	Observed 11/16/17	Observed 12/7/2017	Capacity
All Spaces	2984	2964	3495
Permit Only	1553	1536	1896
Route 59 - Daily Fee	726	712	809
Downtown - Daily Fee	670	683	724
Handicap	35	33	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	17
South Side	X	32
Children's Museum Lot	X	2
<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	76

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
<b>Aurora - Open Daily Fee &amp; Permit Spaces</b>		
Daily Fee	1543	191 open
Permit (7:35, 9:00)	1036	104 open
Handicap	40	2 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: 16 / 53 after 9 a.m. spaces**

**Kroehler Lot: 3 / 36 after 9 a.m. spaces**

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

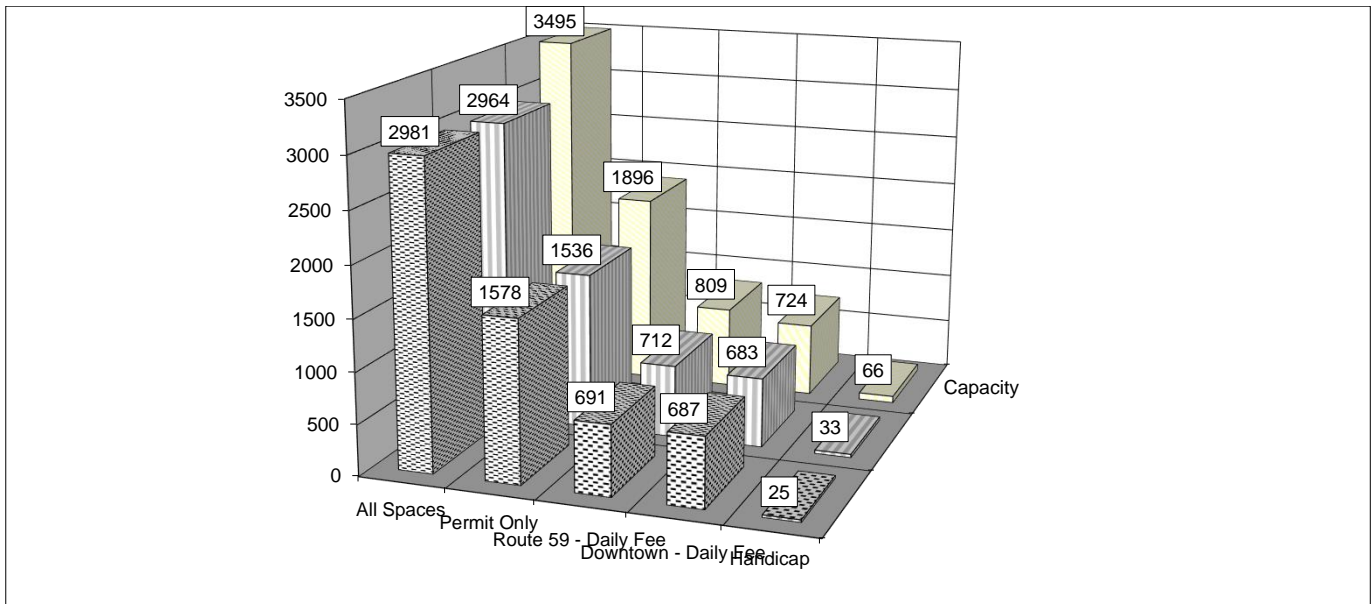
**Note: At time of Monthly Commuter Parking Survey, 9 Daily Fee Spaces at 4th Avenue (at station) and 10 Daily Fee Spaces at Ellsworth Street (south) closed due to construction.**

**Cloudy, 30°**

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	526	473	53	90%
Handicap	25	6	19	24%
<b>Rt. 59 Station Lot</b>				
Permit Only	966	755	211	78%
Daily Fee	809	691	118	85%
Handicap	27	10	17	37%
<b>Parkview Lot</b>				
Permit Only	122	104	18	85%
Handicap	12	7	5	58%
<b>Kroehler Lot</b>				
Permit Only	282	246	36	87%
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	16	3	84%
West Lot - Daily Fee	96	96	0	100%
<b>4th Avenue (Serpentine)</b>				
Daily Fee	132	131	1	99%
<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	11	9	55%
Handicap	2	2	0	100%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	0	10	0%
<b>Children's Museum Lot</b>				
Daily Fee	54	54	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	168	154	14	92%
<b>Totals</b>				
All Spaces	3495	2981	500	85%
Permit Only	1896	1578	318	83%
Route 59 - Daily Fee	809	691	118	85%
Downtown - Daily Fee	724	687	37	95%
Handicap	66	25	41	38%

## Naperville Monthly Commuter Parking Survey



	Observed 12/7/17	Observed 1/11/2018	Capacity
All Spaces	2964	2981	3495
Permit Only	1536	1578	1896
Route 59 - Daily Fee	712	691	809
Downtown - Daily Fee	683	687	724
Handicap	33	25	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	13
South Side	X	21
Children's Museum Lot	X	3

<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	81

Location	Capacity	Observed
<b>Bicycle - Route 59</b>		
Naperville Side	X	5
<b>Scooters - Route 59</b>		
Naperville Side	X	0
<b>Motorcycle - Route 59</b>		
East Side (no permit required)	15	0

<b>Aurora - Open Daily Fee &amp; Permit Spaces</b>		
Daily Fee	1543	223 open
Permit (7:35, 9:00)	1036	70 open
Handicap	40	5 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: 22 / 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**

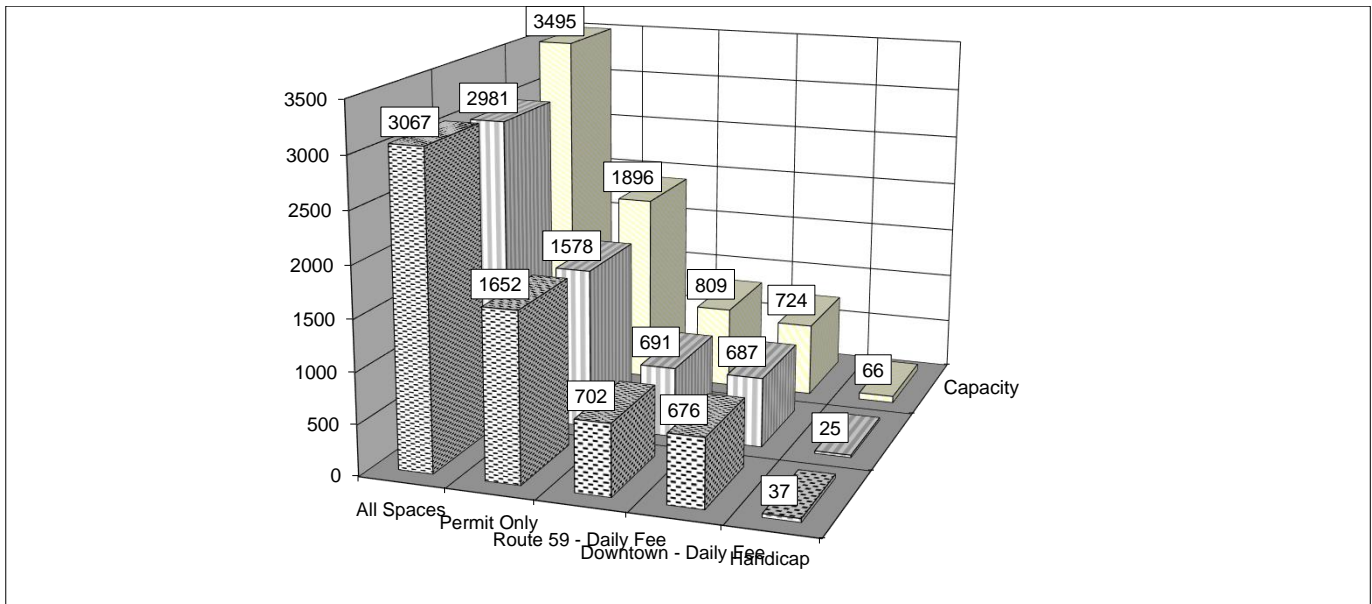
**Note: At time of Monthly Commuter Parking Survey, 9 Daily Fee Spaces at 4th Avenue (at station) and 10 Daily Fee Spaces at Ellsworth Street (south) closed due to construction.**

**Light Rain, 56°**

## Naperville Monthly Commuter Parking Survey

LOCATION	CAPACITY	OBSERVED	VACANT	% OCCUPIED
<b>Burlington Northern Lot</b>				
Permit Only	526	502	24	95%
Handicap	25	11	14	44%
<b>Rt. 59 Station Lot</b>				
Permit Only	966	782	184	81%
Daily Fee	809	702	107	87%
Handicap	27	15	12	56%
<b>Parkview Lot</b>				
Permit Only	122	103	19	84%
Handicap	12	9	3	75%
<b>Kroehler Lot</b>				
Permit Only	282	265	17	94%
Daily Fee	45	42	3	93%
<b>5th Avenue (on street)</b>				
Washington to Webster - Daily Fee	23	23	0	100%
Washington to Columbia - Daily Fee	82	81	1	99%
<b>WTW Temporary Parking Lots</b>				
East Lot - Daily Fee	19	17	2	89%
West Lot - Daily Fee	96	92	4	96%
<b>4th Avenue (Serpentine)</b>				
Daily Fee	132	126	6	95%
<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	20	1	95%
<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	11	2	55%
Handicap	2	2	0	100%
<b>Ellsworth Street (south)</b>				
Daily Fee	10	0	10	0%
<b>Children's Museum Lot</b>				
Daily Fee	54	54	0	100%
<b>190 E 5th Avenue Lot</b>				
Daily Fee	168	156	12	93%
<b>Totals</b>				
All Spaces	3495	3067	409	88%
Permit Only	1896	1652	244	87%
Route 59 - Daily Fee	809	702	107	87%
Downtown - Daily Fee	724	676	41	93%
Handicap	66	37	29	56%

## Naperville Monthly Commuter Parking Survey



	Observed 1/11/18	Observed 2/15/2018	Capacity
All Spaces	2981	3067	3495
Permit Only	1578	1652	1896
Route 59 - Daily Fee	691	702	809
Downtown - Daily Fee	687	676	724
Handicap	25	37	66

Location	Capacity	Observed
<b>Bicycle - Downtown</b>		
North Side	X	11
South Side	X	17
Children's Museum Lot	X	2
<b>Motorcycle - Downtown</b>		
North Side (no permit required)	25	0
South (covered, permit required)	40	1
<b>Private Lot North of Rt. 59</b>		
Private	167	83

Location	Capacity	Observed
<b>Bicycle - Route 59</b>		
Naperville Side	X	4
<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	182 open
Permit (7:35, 9:00)	1036	62 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: 25 / 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**

**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. Some empty spots also had snow in them.**

**Dense Fog, 41°**