

**CITY OF MONTPELIER
CAPITAL CITY OF VERMONT**

City Manager's Weekly Report – 1/15/2016

UPCOMING MEETINGS ...

- Monday, January 18th Martin Luther King, Jr. Day ... City Hall Offices will be closed.
- Tuesday, January 19th Design Review Committee Meeting, 5:30 P.M. in the City Council Chambers
- Bicycle Advisory Committee Meeting, 6:00-7:00 P.M. in the City Manager's Conference Room
- Montpelier Energy Advisory Committee, 7:00 P.M. in the Memorial Room
- Thursday, January 21st MSAC Advisory Council Meeting, 1:00-2:00 P.M. in the MSAC Resource Room, 58 Barre Street
- Housing Task Force Meeting, 5:15 P.M. in the **City Manager's Conference Room**
- SPECIAL CITY COUNCIL MEETING***, 6:30 P.M. in the City Council Chambers
- THIS MEETING IS BEING HELD ON A THURSDAY DUE TO THE STATUTORY REQUIREMENT THAT ACTION, ON SOME OF THE AGENDA ITEMS, IS REQUIRED 40 DAYS PRIOR TO TOWN MEETING***

FOR YOUR CALENDARS ...

- ✓ Thursday, January 28, 2016 Welcome Legislators Reception, Capitol Plaza (Governor's Ballroom), 5:00 – 7:00 P.M.
- ✓ Thursday, February 18 Pre-town Meeting, 7:00 – 9:00 P.M. at the Senior Activity Center

ATTACHMENTS ...

-  Ad – Montpelier Foundation Board Vacancies

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CITY MANAGER'S REPORT ...

Legal

VCFA vs. City, Tax Appeal. – Oral argument on cross motions for Summary Judgment was held at Washington Superior Court on Tuesday. Represented by Robert Fletcher

Illuzzi vs. City, Law, Motyka, Renaud Bros. – Motions have been filed; going into mediation. Represented by Constance Tryon Bell through VLCT

WEEKLY UPDATES FROM DEPARTMENT HEADS ...

None

TOPICS FOR UPCOMING CITY COUNCIL MEETINGS ...

January 21 (Thursday)	2 nd Public Hearing on Budget & Adoption 2 nd Public Hearing on Warning & Adoption Deadline for Petitioned Items Bond Public Hearing Audit Report Pedestrian Advisory Committee Appointments
February 10 th	CVSWMD Presentation Kiosks – Smart Meters Transportation Committee Role Dog Ordinance Zoning Discussion
February 24	Public Hearing on Charter Change Investment Committee RFP's
March 9	Organizational Meeting


William J. Fraser
City Manager



America's Small Town Capital

Mayor John Hollar

William Fraser
City Manager

City Council Members:

Dona Bate
Jessica Edgerly Walsh
Tom Golonka
Jean Olson
Justin Turcotte
Anne Watson

Jessie Baker
Assistant City Manager

The Times-Argus

Please insert the following ad with other Montpelier notices on Thursday, January 21st and Monday, January 25th. Thank you!

CITY OF MONTPELIER MONTPELIER FOUNDATION VACANCIES

The Montpelier City Council seeks Montpelier residents interested in serving on the Montpelier Foundation Board of Directors. The Foundation was created by Resolution of the City Council in 1993. It is a City agency which functions as the trustee of donations, bequests, and gifts to fund community projects. Letters of interest should be submitted to the City Manager's Office, 39 Main Street, Montpelier, Vermont 05602, or via e-mail to spitonyak@montpelier-vt.org, on or by Wednesday, February 3rd, 2016. City Council will make these appointments at their February 10th meeting; applicants will be notified and encouraged to attend. All municipal meetings are accessible to people with disabilities and are held in accordance with the public meeting and public records laws. Questions: 223-9502.

Office of the City Manager

MEMORANDUM

To: Montpelier City Council
From: Department of Planning & Community Development
Re: Parking Strategy Update
Date: November 4, 2015

This memo is intended to update the Council on where we stand in the development of an overall parking strategy.

Area Studied in Parking Counts

Parking Counts conducted by Planning Department staff were limited to one count per day, 3-5 times per week from January 2015-August 2015 was intended to give a snapshot of the seasonal fluctuations, trends, and conditions relative to Winter/Legislative Session vs. the Summer/Tourist Season. The study area was limited to the following street segments and parking lots and is not meant to be a comprehensive examination of all downtown parking. The counts contained within were simple counts of vehicles

Street Segments:

State and Main to Barre Street (18 spaces)
State and Main to Elm (24 spaces)
State and Elm to Governor Davis (32)
Taylor Street (4)
East State Street (12)

Parking Lots

Jacobs Lot
Capital Plaza (Municipally Leased)
Capital Plaza (Private)
One Taylor Street
Heney "Julio's" Lot (56 State Street)
Blanchard Lot
Pitkin Lot

Limitations of Parking Count Study

The parking count study did not look at the following:

1. occupancy rates in the periphery of the downtown core;
2. The study did not look at occupancy rates within State, Federal or privately owned lots in the downtown. However, in addition to the parking counts, staff is able to give anecdotal evidence of these other areas
3. The parking count study did not record the state of origin of license plates
4. Due to snow cover and snow storage it was sometimes not possible to determine an exact number of missing spaces on a daily basis
5. Parking Counts were only conducted once per day due to limited staff and staff time to the parking counts

Initial Findings:

1) Long Term Parking Demand is Seasonal

The preliminary parking counts indicate that demand for parking in the core downtown is seasonal and coincides with the legislative session. Looking across on the chart below, the monthly counts for each parking area can be viewed. Looking down the chart you can see how the occupancies changed for each parking lot. Occupancy in February –June is highest with rates consistently above 85% during this period. Figures above 85% are generally considered a parking stressed condition where people will cruise for parking (adding to traffic congestion and air pollution).

	Blanchard	Pitkin	Henev	One Taylor Street	Capital Plaza (Municipal)	Capital Plaza (Private)*	TKS-12 Main Street	Jacobs
January								
February	100.00	100.00	78.57	100.00	100.00	100.00	66.67	66.67
March	94.19	95.45	89.29	100.00	96.15	100.00	75.00	70.83
April	91.28	86.36	92.86	100.00	84.62	100.00	75.00	75.00
May	94.77	84.09	91.07	89.17	55.38	97.88	91.67	75.00
June	97.67	86.36	85.71	50.00	87.10	100.00	91.67	66.67
July	81.40	79.55	75.00	38.75	27.69	62.29	91.67	66.67
August	86.05	75.00	92.86	41.67	30.77	67.80	66.67	50.00
September								
October								
November								
December								
Median Occupancy as %	94.19	86.36	87.50	75.00	64.29	100.00	76.92	66.67

Certain parking lots showed more parking stress and for a longer period on time into the summer months. The data demonstrates that demand is seasonal and suggests that activity at the Statehouse is the predominant factor in parking demand, if we use One Taylor Street as the bell weather of activity at the statehouse the drop in demand for this state lot coincides with the drop in demand at the Capital Plaza lot. Median Occupancy rates for One Taylor Street in the first half of the legislative session are approaching 100% from January- April. However, the Legislative Session closes in May the demand for long term parking begins to decline and that decline continues throughout the summer.

2) Demand for Parking is highest midday from 10a.m.-2:30 p.m.

Initial analysis of the data shows that demand for parking is highest between 10:00 am – 2:30 p.m. . During the Feb-April period this is when finding a long term parking space is most difficult. However, the data also indicates that drivers looking to find a spot prior to 9:00 a.m. or after 4:00 p.m. will find that parking is available.

However, there are exceptions: during the workday the 2 hour metered space in the Jacobs lot are predominantly empty with a median occupancy rate of only 42%, this is in stark contrast to the permit spaces in the same lot which have occupancy rates of greater than 67%.

The study did not look at occupancy rates after 4:30 pm. However, anecdotally during the study it was noted that after 4:30 pm the metered spaces in the Jacobs lot enjoyed much high occupancy rates as patrons of the adjoining bars and restaurants used this lot for patron and employee parking.

This scenario would indicate that one option would be to convert the individually metered spaces in Jacobs’s lot to 4 or 8 hour parking during the day to meet long term demand. This lot could be better serviced a single pay and display meter and utilize all of the spaces rather than restricting half to permit and the other half to pay short term metered spaces which are underutilized. This is evident by the fact that he 2 hour parking in this lot is underutilized yet the permit parking is fully utilized during the day.

3) On Street Demand in the Core Downtown is approaching or exceeding 85% occupancy target

	Main State to Barre Street	Main & State to Elm Street	State & Elm to Governor Davis	East State Street	Taylor Street* (4 spaces)
January					
February	85.7	79.2	84.4	66.7	50.0
March	81.0	70.8	81.3	66.7	50.0
April	85.7	87.5	81.3	75.0	50.0
May	95.2	83.3	76.6	83.3	50.0
June	90.5	87.5	84.4	100.0	50.0
July	90.5	70.8	73.4	83.3	50.0
August	85.7	66.7	81.3	75.0	50.0
September					
October					
November					
December					
Median Occupancy as %	85.7	79.2	81.3	83.3	50.0

The data indicates that on street demand is generally within the healthy range although it climbs above the 85% mark in the summer months. Considering this is the same time that spaces are opening up in the long term lots, the City may have opportunities through pricing or signage to try to move people into these other areas. This is most important for our core Main to State, East State areas.

4) Other Considerations moving forward

While conditions continue to be manageable in the short term, the city expects to lose One Taylor Street for long term parking in 2017. That will present a significant challenge to meeting the demands going forward. As we address other goals (more downtown housing, bike lanes removing on street parking spaces, and a desire for more greenspace) we will have to factor those into our ongoing parking strategy.

A final consideration will be the results of the EDSP which could impact parking. Goals for more tourism and hotels could add additional parking demands and the same would be true for additional office or residential development. These will all be important elements to consider in the strategy.

Next Steps to Develop a Parking Strategy

1. Reevaluate and Reconstitute Parking Committee expanding Stakeholder input **(Winter 2015-2016)**
 - Parking Committee membership has declined due to attrition and moving a strategy forward will require additional stakeholder input. Currently there are 4 vacancies on the parking committee.
2. Identify Goals and Objectives for Parking **(Winter to Spring 2016)**
 - a. The Parking Committee and/or Council Steering Group will identify and prioritize the goals and seek Council approval and/or direction
3. Identify & Evaluate Strategy Options Based on Goals and Objectives **(Summer and Fall 2016)**
 - a. The goals that are identified by the Parking Committee and/or steering group will indicate options best suited to achieve those goals and objectives
 - b. Evaluate Impacts of Each option
4. Prioritize Options
5. Develop Implementation Plan
 - a. Establish Administration Responsibility
 - b. Identify Performance Measures for Success
6. Evaluate Performance Measures