

# Report to Council



**Date:** September 11, 2017  
**File:** 1862-01  
**To:** City Manager  
**From:** D. Duncan, Manager, Parking Services  
**Subject:** City Hall Parking Lot, Event Parking and Traffic Bylaw Updates

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## **Recommendation:**

THAT Council receives, for information, the Report from the Manager, Parking Services, dated September 11, 2017, with respect to the City Hall Parking Lot, Event Parking and Traffic Bylaw Updates;

AND THAT Council approves the addition of public pay parking, effective November 1, 2017, within the City Hall Parking Lot, as outlined in the Report from the Manager, Parking Services, dated September 11, 2017;

AND THAT Council approves event parking rate and parking lot classification adjustments, effective October 1, 2017, as outlined in the Report from the Manager, Parking Services, dated September 11, 2017;

AND FURTHER THAT Bylaw No. 11483, being Amendment No. 29 to Traffic Bylaw No. 8120, be forwarded for reading consideration.

## **Purpose:**

To obtain endorsement from Council for the addition of public pay parking in the City Hall Parking Lot outside of City Hall business hours, approval for adjustments to event parking rates and category changes for three off-street lots to reflect current demand and bylaw text updates to reflect use of modern parking meter technologies.

## **Background:**

### City Hall Parking Lot

Staff have received a number of requests to make the City Hall parking lot available for public use after 4 p.m. When City Hall closes, the lot is often ½ to ¾ empty until it becomes available for public use, beginning at 6pm. Currently, this lot is open to monthly permit holders only between 6am and 6pm on weekdays (a time range consistent with permit parking in other City owned lots and parkades). This lot also contains a number of reserved stalls for City fleet, car share and public while on City business.

Adjacent on-street parking is in effect 9am-5pm Monday through Saturday and other off-street lots in the area are pay parking at all times.

The current hourly rate for City-owned parking lots is \$1.00 per hour / \$6.00 per day and these rates would apply to the City Hall parking lot. Due to its prime location, this lot is highly desirable and well utilized most evenings and weekends and is one of the first to fill-up during special events. The nearby Water Street boat launch lot is 24/7 pay parking and is often full. Private lots in this area (Prospera Place, Queensway, etc.) are also pay parking at all times with rates between \$1.50 and \$5.00 per hour.

Staff recommends the addition of public pay parking in the City Hall lot to improve utilization. These changes would allow for short-term public use after 4 p.m. and ensure the lot is used for shorter term parking in the evening and on weekends/holidays by encouraging longer term parkers to use a nearby parkade. The addition of an hourly rate (daily on weekends) rather than a flat rate for special events will provide more flexibility and consistency for customers. Additionally, to prevent unauthorized use of stalls intended for citizens to conduct City Hall business (during business hours), a new requirement for vehicles visiting City Hall to register their licence plate at a pay station (at no charge), is also recommended.

<i>Current</i>	<i>Recommended</i>
<b>6am – 6pm Monday to Friday</b> City Staff (Paid) Permit Parking Only	<b>6am – 4pm Monday to Friday</b> City Staff (Paid) Permit Parking Only
<b>6pm – 6am Monday to Friday</b> Unrestricted Public Parking	<b>4pm – 11pm Monday to Friday</b> <i>Public Pay Parking (11pm to 6am – Unrestricted)</i>
<b>Weekends/Holidays</b> Unrestricted Public Parking	<b>6am – 11pm Weekends/Holidays</b> <i>Public Pay Parking (11pm to 6am – Unrestricted)</i>

**Summary / Benefits**

- Increased public parking capacity in the late afternoon on weekdays and additional short-term public parking opportunities in close proximity to waterfront amenities at all times by encouraging longer term parkers to use a parkade.
- No-charge parking options are available within walking distance (Library, Chapman and Memorial parkades offer no-charge evening and weekend parking on non-event days).
- City staff with monthly parking permits would continue to have use of the lot after regular business hours, while working or on City business, increasing availability of stalls for staff working in the evening and on weekends.
- Improved access to parking for holders of accessible parking permits holders in close proximity to downtown venues. Permit holders are currently exempt from payment for parking in City owned off-street lots.
- Additional access for oversize vehicles in the downtown area.
- Pay parking in evenings and on weekends/holidays would help to discourage the current practice of vehicles with boat trailers taking up multiple stalls in this lot or driving over/damaging landscaping (mainly on weekends).

Outside of City Hall operating hours, **blue areas** on the map below would be public pay parking and **red areas** will remain reserved parking for Council, car share/City fleet vehicles and staff permit holders. The **green area** will be available for motorcycle/scooter parking and snow storage in the winter months.



### Event Rates

The City utilizes a flat rate (currently \$5) for event parking in many of our lots and parkades. Currently, these rates do not reflect proximity to event venues. Event rates in private lots range from \$8-\$30, depending on the location and event. To better reflect the convenience/desirability of City parking facilities, the following changes to event rates are proposed.

- Memorial Parkade \$3.00, decrease of \$2.00
- Long Term Surface Parking Lots\* \$7.00, increase of \$2.00
- Library & Chapman Parkades \$5.00, unchanged

*\*Event rates only apply in lots where pay parking is not in effect after 6pm.*

### Classification Changes

The St Paul Parking Lot is currently classified as an “*Off-Street Pay Parking – Peripheral Lot*” offering a reduced rate for monthly parking permits. This area has experienced significant growth in recent years which has resulted in this lot now being often at capacity with a wait list for monthly permits. Staff recommends this lot be moved to the “*Off-Street Pay Parking – Long Term Parking Lot*” category which will allow for the regular monthly parking rate to be charged and place it in line with the majority of off-street lots and parkades in the downtown area.

Staff also recommends the addition of the City Park and Cook Road Boat Launch Parking Lots to the “*Off-Street Pay Parking – Peripheral Lot*” category to formalize the current “trial” practice of issuing monthly parking permits at a reduced rate during the off-season (Sept 15 to May 15).

### **Internal Circulation:**

Deputy City Manager, Operations  
Divisional Director, Corporate Strategic Services  
Divisional Director, Human Resources & Corporate Performance  
City Clerk  
Manager, Fleet Services  
Manager, Corporate Communications  
Manager, Community Engagement

### **Legal/Statutory Authority:**

Community Charter, Section 194(1)  
Traffic Bylaw No. 8120 – Part 4, Part 6 & Schedule A  
Motor Vehicle Act; Section 124(1) (a), (c) & (f)

### **Legal/Statutory Procedural Requirements:**

Amendment No 29 to Traffic Bylaw No. 8120, Part 4 & Schedule “A” (Fees)

### **Existing Policy:**

Official Community Plan, Chapter 7 (Infrastructure), Objective 7.11 (Parking Initiatives)

### **Financial/Budgetary Considerations:**

Parking revenues support parking operations, infrastructure investments and security enhancements for City operated parking lots and facilities. Revenues from the City Hall parking lot are directed to the Downtown Parking Reserve. Daytime monthly parking revenues are appropriately budgeted for 2017. An amendment will be made in 2018 to account for the actual revenue from evenings and weekends usage. Going forward for the 2019 budget year, the parking lot revenues will be budgeted based on actual usage and other pertinent forecast factors.

**Communications Comments:**

Public – Traffic Advisory issued to advise of changes and benefits. Lot Signage would be updated and light enforcement (warnings issued) for a period of time.

Staff – Notification on internal news page with information added to staff parking page.

**Considerations not applicable to this report:**

Personnel Implications

External Agency/Public Comments

Alternate Recommendation

**Submitted by:** D. Duncan, Manager, Parking Services

**Approved for inclusion:** D. Edstrom, Director, Strategic Initiatives

Attachments: 1. Schedule A - PowerPoint

cc: J. Creron, Deputy City Manager, Operations  
C. Weaden, Divisional Director, Corporate Strategic Services  
S. Leatherdale, Divisional Director, Human Resources & Corporate Performance  
S. Fleming, City Clerk  
A. Soros, Manager, Fleet Services  
T. Wilson, Manager, Corporate Communications  
K. O'Rourke, Manager, Community Engagement  
K. Kay, Communications Advisor