

Date: Monday, January 18, 2016
Time: 4:45 pm,
Place: City Hall

PUBLIC SAFETY COMMITTEE

- A. CALL TO ORDER & ROLL CALL
- B. CORRECTION OF MINUTES
- C. ANY APPEARANCES FROM THE PUBLIC
- D. PARKING DURATION LIMITS IN THE DOWNTOWN

Individual Requesting Item	Martin Shanks
Expected Length of Discussion	20 Minutes

Documents: [2016-01-08 Parking Regulations.pdf](#)

- E. BUSINESS BY MEMBERS

May make brief informative statements or bring up items to be discussed at a future meeting.

- F. ADJOURNMENT

This Committee may take any action it considers appropriate related to any item on this agenda.

Request from persons with disabilities who need assistance to participate in this meeting, including need for an interpreter, materials in alternate formats, or other accommodations, should be made to the Office of the City Clerk at (608) 329-2564 with as much advance notice as possible so that proper arrangements can be made.

Notice is hereby given that a majority of the members of the Common Council of the City of Monroe may be present at this meeting to gather information about the matters set forth on this agenda. This notice is given pursuant to the Wisconsin Open Meetings Law.

Members: Chairperson Chris Beer, Tom Miller, Brooke Bauman, and Alternate Michael Boyce

Youth in Government Members: Isabel Bazley, Brooke Rowe



CITY OF MONROE

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MEMORANDUM

DATE: January 8, 2016
TO: Public Safety Committee
FROM: Martin Shanks
RE: Downtown Parking Durations/Enforcement

Based on the Downtown Parking Study completed in 2015 by Rich & Associates the Council has determined that non-parking ramp related recommendations be vetted through my recommendations in my previous memo to the Council.

The most substantial policy shift that is recommended by the study is the move to 2 hour parking limits on the Square and adjacent blocks between the hours of 9:00am and 6:00pm Monday-Friday. In Rich's opinion "the issue most likely contributing to the perception of insufficient parking within the core blocks is the lack of time limits for the on-street spaces." Their evidence shows that around 27% of the cars parked were staying for longer than 2 hours. Their analysis also showed that virtually all block faces failed something they call a "turnover index test," which is characterized by low turnover but relatively high occupancy resulting from vehicles staying for extended periods.

If the downtown were to go to 2 hour parking then the study recommends using a phased approach over the next 12-14 months. First, by implementing the limits and doing random enforcement for a period of time. During an initial period (2 months recommended by Rich & Associates) violators would only be issued a "courtesy violation" to assist in the transition to parking regulations and help inform business owners, tenants, staff and visitors of the new parking policy.

Next Steps:

Determine the needs and costs of signage for instituting 2 hour parking limit

- Responsibility: Engineering and Streets Departments

Determine the needs and costs of signage program for better identifying free parking lots

- Responsibility: Engineering and Streets Departments
- Work with BID/Main Street to identify locations where signage is needed

Determine the needs and cost for parking enforcement staff

- Responsibility: Police Department

Determine the need and cost of parking enforcement equipment

- Responsibility: Police Department

Coordinate 2 hour parking limits with enacting an "Anti-Shuffling" ordinance starting from Rich & Associates example. Begin consideration of Anti-Shuffling ordinance at committee level.

- Responsibility: Assistant Administrator, City Attorney and Police Chief

Parking Turnover

Another important aspect of the analysis is the observations conducted for vehicle turnover. Turnover is the average number of times different vehicles will use the same parking space. For example, if a block face has 10 spaces and 30 different cars are observed using those space over the course of a day, then the block face is said to have an average turnover of three point zero (3.0). However, this figure can be slightly misleading. A block face can have a low turnover if the block face has low occupancy and few cars use the spaces (10 different cars observed throughout the day \div 10 spaces = 1.0 turnover). Alternatively, the spaces could be all occupied all day but by the same cars staying for long periods (same 10 cars parked in the spaces all day = 1.0 turnover). As **Table 9** on the following page, shows the blocks on and adjacent to the Square had an average turnover of two point zero three. The table also shows that only 73 percent of observed vehicles stayed two-hours or less or 1 observation (given two-hour circuits). Although there are no time limits on the Square, this shows that 27 percent of cars were staying beyond two-hours.

Turnover Index

In order to have an indication of the validity of the turnover value, Rich uses a value called “Turnover Index”. This considers not only the turnover value but also the occupancy of the spaces. This calculates against a benchmark. For example, if all spaces were occupied throughout the day and cars were staying only two hours, the minimum turnover index should be 5.0 because there were five two-hour circuits. **Table 10** on page 31 demonstrates the turnover index and shows that virtually all block faces analyzed failed the turnover index test with low turnover but relatively high ($\pm 60\%$) occupancy resulting from vehicles staying for extended periods. The table shows that when factoring by percentage occupancy of the block faces that the turnover index is higher than the turnover and if the calculated turnover index is less than 5.00, it is shown in red. For all 346 spaces analyzed for turnover on the Square, the average turnover was 2.03 while the turnover index, accounting for occupancy, was 3.43.

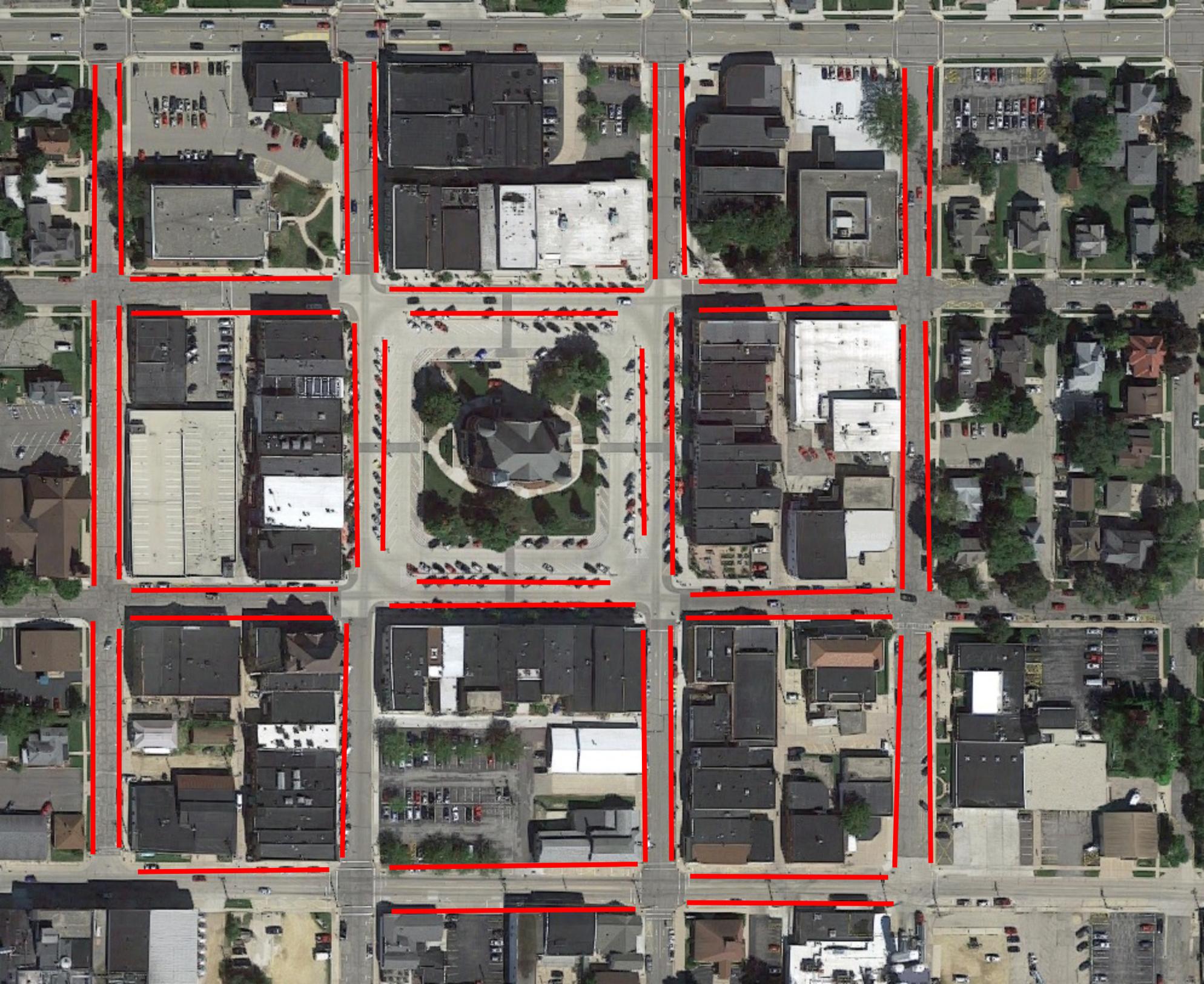


Table 9 – On-street Turnover (Spaces On and Adjacent Historic Square)

Block Face	Spaces	Total Cars	Turnover	Number of Times Car Observed Same Space				
				1 Time	2 Times	3 Times	4 Times	5 Times
8B	5	9	1.80	2	4	2		1
8C	7	8	1.14	4	2		1	1
8D	7	19	2.71	17	1	1		
9B	5	11	2.20	8	2		1	
9C	15	28	1.87	21	1	2	3	1
9D	7	18	2.57	16		2		
10B	6	22	3.67	17				5
10C	7	14	2.00	12	1		1	
10D	7	7	1.00	1	2		3	1
15A	3	5	1.67	3			2	
15B	15	41	2.73	35	4	2		
15C	5	11	2.20	7	1		1	2
16A In L	8	14	1.75	9	2	1	2	
16A In R	13	19	1.46	11	4	2	2	
16A	13	18	1.38	13		2	3	
16B In L	10	14	1.40	10	1		2	1
16B In R	13	21	1.62	7	6	4	2	2
16B	13	26	2.00	22	1	1	2	
16C In L	10	15	1.50	9	4	1	1	
16C In R	13	28	2.15	21	4	2	1	
16C	13	30	2.31	26	3	1		
16D In L	10	16	1.60	10	4	2		
16D In R	13	18	1.38	10	5	2	1	
16D	13	26	2.00	21	4	1		
17A	8	16	2.00	8	6	2		
17C	5	11	2.20	6	3	1	1	
17D	15	48	3.20	43	3	2		
22A	8	15	1.88	10	2	3		
22B	7	7	1.00	4	1		1	1
22C	3	5	1.67	3	1	1		
22D	10	16	1.60	8	5		2	1
23A	15	37	2.47	34	1	2		
23B	8	22	2.75	13	3	2	4	
24A	8	24	3.00	21	3			
24B	17	50	2.94	42	2	2	4	
24C	4	7	1.75	5	2			
24D	7	7	1.00	5	2			
TOTAL	346	703	2.03	514	90	43	40	16
Percentage of Total Cars				73.1%	12.8%	6.1%	5.7%	2.3%

Table 10 – Turnover Index

Block Face	Spaces	Total Cars	Turnover	Number Spaces Occupied					Total Space Hrs Occ	Pct Occ	TO Index
				Cir 1	Cir 2	Cir 3	Cir 4	Cir 5			
8B	5	9	1.80	4	5	3	5	3	20	80.0%	2.25
8C	7	8	1.14	3	5	4	4	1	17	48.6%	2.35
8D	7	19	2.71	3	4	4	6	5	22	62.9%	4.32
9B	5	11	2.20	3	5	3	4	0	15	60.0%	3.67
9C	15	28	1.87	4	10	12	13	6	45	60.0%	3.11
9D	7	18	2.57	5	6	5	2	4	22	62.9%	4.09
10B	6	22	3.67	4	5	5	3	5	22	73.3%	5.00
10C	7	14	2.00	1	6	3	4	4	18	51.4%	3.89
10D	7	7	1.00	4	5	4	6	4	23	65.7%	1.52
15A	3	5	1.67	2	2	3	3	1	11	73.3%	2.27
15B	15	41	2.73	4	11	14	9	11	49	65.3%	4.18
15C	5	11	2.20	4	4	5	5	5	23	92.0%	2.39
16A In L	8	14	1.75	5	6	6	6	0	23	57.5%	3.04
16A In R	13	19	1.46	3	10	11	6	5	35	53.8%	2.71
16A	13	18	1.38	2	6	10	6	3	27	41.5%	3.33
16B In L	10	14	1.40	4	4	5	5	8	26	52.0%	2.69
16B In R	13	21	1.62	7	12	12	10	12	53	81.5%	1.98
16B	13	26	2.00	1	5	11	6	11	34	52.3%	3.82
16C In L	10	15	1.50	3	4	7	8	2	24	48.0%	3.13
16C In R	13	28	2.15	5	8	10	12	6	41	63.1%	3.41
16C	13	30	2.31	5	7	8	9	6	35	53.8%	4.29
16D In L	10	16	1.60	4	5	9	5	1	24	48.0%	3.33
16D In R	13	18	1.38	2	6	11	8	3	30	46.2%	3.00
16D	13	26	2.00	1	4	13	9	5	32	49.2%	4.06
17A	8	16	2.00	6	7	6	8	2	29	72.5%	2.76
17C	5	11	2.20	4	5	3	4	4	20	80.0%	2.75
17D	15	48	3.20	3	10	15	14	13	55	73.3%	4.36
22A	8	15	1.88	3	5	4	4	1	17	42.5%	4.41
22B	7	7	1.00	3	6	3	4	1	17	48.6%	2.06
22C	3	5	1.67	1	2	2	2	0	7	46.7%	3.57
22D	10	16	1.60	7	8	9	8	7	39	78.0%	2.05
23A	15	37	2.47	1	4	14	11	12	42	56.0%	4.40
23B	8	22	2.75	8	6	7	5	3	29	72.5%	3.79
24A	8	24	3.00	6	8	6	5	2	27	67.5%	4.44
24B	17	50	2.94	11	13	11	12	9	56	65.9%	4.46
24C	4	7	1.75	1	3	3	0	0	7	35.0%	5.00
24D	7	7	1.00	2	2	1	2	2	9	25.7%	3.89
TOTAL	346	703	2.03	139	224	262	233	167	1,025	59.2%	3.43



Appendix 3 - Sample Anti-Shuffling Ordinances

Ocala, Florida

[Sec. 66-66. - Time limits on certain streets.](#)

(a)

When signs are erected giving notice thereof, no person shall stop, stand or park a vehicle for longer than the time designated by such signs at any time between those hours so stated by such signs, on any day except Sundays and full legal holidays.

(b)

The changing of the parked position of a vehicle from one parking space within the same block on either side of the street or roadway shall be deemed on continuous time period as designated by such signs specified in subsection (a) of this section. This subsection (b) shall apply only to the area within the municipal district territory as described in the Charter, article XIII (Downtown Development Commission), [section 13.11](#) (Municipal district territory; district map).

(Code 1961, § 20-30(6); Code 1985, § 23-76; Ord. No. 1841, § 1, 4-8-86)

St. Petersburg, Florida

[Sec. 26-152. - Limitations on parking in the central commercial business area.](#)

(a)

It shall be unlawful to park any vehicle between the hours of 8:00 a.m. and 6:00 p.m. on any day, except Saturdays, Sundays and holidays, upon any street in a downtown center zoning district for a period of longer than two hours where signs are officially posted, except as provided in [section 26-150](#); however, the POD is authorized to further limit, restrict or prohibit parking within this area or to increase or decrease the two-hour time period where signs are erected giving notice thereof. The changing of the parked position of a vehicle from one parking space directly to another parking space within the same block on either side of the street or roadway shall be deemed one continuous parking period.

(b) The parking of any vehicle for longer than the legal period of time as posted on official signs shall be unlawful and a violation of this section. No person shall cause, allow, permit or suffer any motor vehicle to be parked beyond the lawful or legal period of time permitted by subsection (a) of this section.

(Code 1973, § 27-84; Code 1992, § 26-152; Ord. No. 587-G, § 1, 4-17-2003; Ord. No. 593-G, § 1, 6-19-2003; Ord. No. 752-G, § 1, 9-15-2005)

City of Highland Park, Illinois

Revised Parking Ordinance Will Enhance Customer Experience in CBD

On January 10, 2011, the City Council amended the on-street Customer-Only Parking Ordinance with the intention of improving customer parking opportunities within the Central Business District (CBD). Prior to the amendment, the Customer-Only Parking Ordinance only restricted employees of CBD businesses from parking on-street within the CBD while they were performing services and responsibilities as part of their employment. The intent of the Customer-Only Parking Ordinance was to prevent these employees from parking on-street within the CBD while they are working and displacing customers who intended to patronize a business. The revised Customer-Only Parking Ordinance now includes five City parking lots, which is intended to increase parking opportunities for patrons of the CBD. As a result of customer-only parking enforcement, some employees of CBD businesses have utilized non-employee designated City parking lots within the CBD in an effort to circumvent employee parking permit requirements and enforcement. Some CBD employees have been observed by business owners, employees, customers and police personnel, “shuffling” vehicles within popular CBD City lots in an effort to avoid timed parking restriction enforcement. In response to ongoing incidents of CBD employees displacing customers from key CBD parking lots, the recent Customer-Only Parking Ordinance Amendment now includes the following City parking lots. • Second Street South Elm Lot (south of Michael’s Chicago Style Red Hots) • Second Street South Central Lot (north of Harris Bank) • Renaissance Place Surface Lots (south and east of Saks Fifth Avenue) Signage will be posted at each of the aforementioned City parking lots advising of the amended customer-only parking restrictions. Written warnings will be issued for customer-only parking violations from April 1 through April 14, 2011. Citations will then be issued for violations. The Customer-Only Parking Ordinance may be viewed online at www.cityhpil.com/pdf/ordinances/chapter072.pdf. For more information, please contact Traffic Sergeant Chris O’Neill at (847) 432-7730/coneill@cityhpil.com.