

MEMORANDUM

TO: Karen Adelman-Foster, Chair, Select Board
FROM: Jamie Errickson, Town Administrator
DATE: November 30, 2021
RE: **Parking Fees CY 2022**

The Town leases a lot along South Avenue from Roman Catholic Archbishop of Boston for use as a parking lot for commuters utilizing the MBTA Commuter Rail from the Natick Center Station. When combined with designated on-street spaces, this lease provides the Town with 102 possible parking spots for commuter parking, including 94 parking spots in the actual lot and 8 parking spots along South Avenue. During a typical year the Town sells parking permits to fill the spaces on a daily basis, typically with a waiting list of people seeking permits. Per the terms of the lease agreement, the Town is responsible for clearing snow and ice from the premises, and has some liability if someone were to slip and fall on the premises.

With the start of the COVID19 Pandemic, the Town has seen significantly reduced demand for commuter parking. In an effort to still provide the commuter parking amenity, the Town negotiated a reduced, one-year extension to the terms of the lease with the Archdiocese for the South Avenue lot for CY 2021 to a cost of \$24,000.00 (reduced from approximately \$58,000 in 2020). Since demand has continue to be limited for commuter parking, the Town has again negotiated a one year extension to the lease of the lot for CY 2022 for a cost of \$25,000 (pending Select Board approval).

Below are the estimated expenses related to running the commuter parking program for 2022:

Calendar year lease cost between the Town and Archbishop	\$25,000.00
Estimated annual cost to plow permitted spots (based upon an estimate of 20-24 storm event per year)	\$15,000.00
Administrative cost (includes Town insurance, staff time, enforcement, & miscellaneous)	\$10,000.00
Total Estimated Cost:	\$50,000.00

The commuter parking rates for calendar year 2021 were \$830 annually for Natick residents and \$1,200 for non-residents. The Town provides monthly pro-rated rates when a pass is returned or purchased part way through the year. For CY 2021, no passes were sold for the entire year, though

approximately 15 passes were sold for the remaining few months of the year.

Given the continued reduced demand for annual parking permits, Town Administration is working with staff to review options for an adjusted approach to managing the commuter parking lot. This may include implementing a hybrid approach to the parking offerings, whereby passes are sold (as currently done), with the remaining spaces offered to commuters on a daily basis, with management/payment through the Passport Parking app.

With this in mind, Town Administration recommends making no change to the cost of commuter parking permits for the 2022 calendar year, keeping the annual commuter parking rates at \$830 for Natick residents and \$1,200 for non-residents.

Following the initial sale of annual passes for January 1, Town Staff will formulate a proposed daily parking program for consideration by the Select Board based on the remaining spaces available, demand/revenue projections, and management/enforcement demands.

Actions:

- 1) Authorize the Town Administrator to execute a 1 year extension for the lease of the commuter parking lot for a term of \$25,000, with all other lease terms remaining.
- 2) Set the commuter parking rates at \$830 for Natick residents and \$1,200 for non-residents