

## MEMORANDUM

**TO:** Paul R. Joseph, Chair, Select Board  
**FROM:** Jamie Errickson, Town Administrator  
**DATE:** November 2, 2022  
**RE:** **Business Parking Fees CY 2023**

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The pandemic continues to have an impact on demand for Natick Center parking, including parking supporting downtown businesses. Though on the rise, use of the Middlesex Avenue lot, the primary parking lot for Natick Center Business Pass holders, has yet to return to pre-pandemic levels. Given demand appears to be still rebounding, making significant adjustments to the Business Parking Pass program at this time is not recommended while the Town's small businesses continue to recover from the impacts from the pandemic and a "new normal" is still to be determined.

With this in mind, Town Administration recommends that there be no change to the cost of Business Parking Pass fees for the 2023 calendar year, keeping the rate at \$385 annually. Please note that the Town does prorate on a monthly basis for passes purchased for only part of the year.

Ongoing costs to maintain the Town-owned lots, including snow/ice removal, insurance, staff time (enforcement/admin), basic maintenance, and other costs are increasing due, in part, to inflation. Below is a breakdown of estimated expenses for calendar year 2023 specific to the Middlesex Avenue lot.

Expense:

- Total Estimated Costs: **\$45,850.00**
  - Snow and ice removal estimate (\$33,000.00)
  - Administrative cost (\$12,850.00) – insurance, enforcement, management

*NOTE: These costs are estimates and for order of magnitude purposes. Actual costs are hard to predict/calculate given fluctuations throughout the year with regards to winter conditions, enforcement demands, and other considerations.*

**Actions:**

- Vote to set the Business Parking Pass fee rate at \$385 annually