

**VILLAGE OF CHAGRIN FALLS  
COMMITTEE OF THE WHOLE COUNCIL  
April 20, 2017**

Members present: Berkobein, DeBernardo, Lutz, Maersch, Mitchell, Newell, Rogoff  
Also present: Mayor Tomko, Himes

The meeting was called to order at 7:00 p.m. by Chairman Karl Maersch.

**PARKING PLAN**

Mr. Maersch explained that in order to finalize an agreement with Heinens the village had to give up 44 all-day parking spaces in the shopping plaza. When you lose 44 parking spaces from an all-day perspective it starts to set some dominos into effect and that is why there is renewed interest from this Council and Administration on parking. If those 44 all-day parkers were to find a parking space in town, to replace the space they had in the plaza, they would take up all of the parking spaces around the triangle, all of the spaces from KeyBank to Yours Truly, and all of the spaces from Step In all the way up to Apricot Lane or the bookstore. That gives you the sense of what 44 spaces looks like when you translate it into the center of town. The issue is trying to park here for 8 hours when you are an employee.

The suggested modifications to the parking plan were reviewed and discussed in length. The pros and cons of installing more parking meters and at what locations was discussed. Also discussed: why a parking garage is not part of this parking plan at this time, expanding enforcement time on meters, and the possibility of entering into an agreement with Integrity Parking.

Mr. Newell said that they are totally open for discussion and they will look at all of the different options and different ideas that are presented to them. Comments were heard from the audience and questions were answered.

Mr. Maersch said everybody is committed to doing something, which is positive, and now it is just a matter of what they are going to do to try to address this.

There will be further discussion on Wednesday, May 3, 2017 at 7:00 p.m.

The meeting adjourned at 8:48 p.m.

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Karl Maersch, Chairman  
lgb

**Ben Himes**

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**Subject:** FW: Council and Parking Commission: I am recommending that Council consider the following modifications to the parking proposal  
**Attachments:** Parking ticket processing cost est.xlsx; MarchUpdate\_Parking.pdf  
**Importance:** High

From: Mayor Bill Tomko  
Sent: Friday, March 31, 2017 1:36 PM  
To: Jim Newell (Jim.Newell@att.net); John Mitchell; Lutz Janna (Janna@chestnuthillhomechagrin.com); Nancy Rogoff; Karl Maersch; Angela DeBernardo (rdebernardo@yahoo.com); bberkobeincf@gmail.com  
Cc: Ben Himes; Amber Dacek (adacek@chagrinfallsd.com); dmarkowitz@tdlaw.com; Jay Schach; Mike Corkran; Susan Harris White  
Subject: Council and Parking Commission: I am recommending that Council consider the following modifications to the parking proposal  
Importance: High

I would like to request the council to consider several modifications to the parking plan as submitted by the parking commission.

1. I would ask that you consider making the middle two rows of parking (the head to head rows) in the middle of the West Washington Street lot all employee permit parking. These rows are normally filled by 8:30 to 9 AM and are assumed to be employee parking. The western most row of parking and curving around to the north and bordering the river would have 8 hour meters, and available for in and out employee parking or customer parking. The only distinction between an 8 hour meter and a regular 2 hour meter is an employee or customer could buy more than 2 hours at one time and not have to meter feed. The parking around the east side of the lot remains as is, namely private parking for the tenants along North Franklin and the Campana building. The currently metered portion of this lot will remain 2 hour meters. The second floor residential tenants would be given free overnight and weekend parking permits.
2. The East Orange Street Municipal lot will be changed to 8 hour parking and meters would be installed. The current meters, behind the hardware store will remain very short term and signage added
3. East Orange on street parking would be made employee permit parking only.

4. The parking spaces leased from the Lutheran and Federated Churches and the Philomethian School will remain employee permit parking only, but permits to park in these lots would be free. We would offer the employees 3 options:
- Park for free in the leased lots,
  - Buy a parking permit for \$15.00 per month or about 80 cents per day or
  - Park at an 8 hour meter and buy however many hours you need at 50 cents per hour.

With these modifications, we would be providing:

- (i) approximately 117 paid employee permit spaces ;
- (ii) 65 free six day a week all day spaces: and
- (iii) 37 Saturday and after 5 PM spaces at Philomethian School. In the summer, the height of the parking demand, the parking at the School would increase to between 50 and 100 spaces free spaces, depending upon how many we get from the School. Also we will be adding 88 eight hour meters, where there are currently none. This leaves us with 196 two hour meters and ~155 two hour parking spaces in the plaza lot for customers to park. See the revised and proposed parking map.

These modifications, if accepted by council, would eliminate the need for buying the 2 kiosks for the West Washington St. lot (@\$14,000 each) and the license plate reader for the parking enforcement vehicle (@\$20,000). This will result in a savings of approximately \$48,000. This savings will be reduced by the cost of the 38 new meters (@\$400 each) required for the West Washington St. lot, approximately \$15,000 for a net saving of \$33,000 when compared to the plan previously submitted. Eliminating the kiosks for the East Orange St. lot will save an additional \$28,000. The savings will be offset by the meter cost of \$11,000 (28 meters @ \$400 each). Accordingly the combined net savings from eliminating Kiosks will be \$42,000.

We will provide for payment by a phone type app on regular coin operated meters by simply numbering the meters. However, since we are charging only 50 cents per hour to park, the costs of paying by app would have to be added to the parking fee. We believe this can be accomplished with a payment of \$0.35 per transaction; e.g. one hour would become 85 cents and 8 hours would become \$4.35 if this option were selected. Signage would be required on each meter noting this fact.

Approximately 160 new coin operated meters would be required under this modified plan. Accordingly, the cost is projected to be \$64,000. All new meters would provide for a 20 minute courtesy time to allow a customer to “run into a store” without having to pay for parking.

We have analyzed the cost of processing parking violations as we are currently doing it manually vs how we would do it if we purchased the new paperless ticket writing software for between \$75,000 to \$100,000 and incurred an annual license fee of \$12,000. The analysis is attached on sheet 1 of the attached excel spreadsheet.

Integrity Parking would be engaged to review the software bid proposals, assist in evaluating the responses and recommending the lowest and best bid. Also, Integrity would provide assistance in implementing the employee permit system. Integrity Parking has wide ranging experience in providing parking solutions for airports, universities and municipalities around the country. They have designed the parking permit system at the University of Virginia and are advising on its operation. Their services include parking advisory studies, parking management studies and parking facility development. Managing partner, Jim LaRocco had 39 years of experience in the parking industry when he started Integrity Parking in 2001.

We are currently processing about 115 parking tickets per week. With the increased number of meters, increased parking times and enforcement, the number of tickets can reasonably be expected to increase. The analysis presents 3 scenarios: (i) no increase, (ii) doubling, and (iii) a tripling of tickets. In my opinion, I would think that somewhere between 1.5 and 2 times the current ticket issuance volume would be a reasonable projection. Using this estimate, the software would pay, net of the annual license fee, for itself in reduced labor hours in around 5 to 10 years. No inflation in labor rates has been provided in this analysis. I have concluded we need to purchase the software, but the good news is it will pay for itself.

I have prepared a capital budget to fully implement the modified parking plan. It is attached as sheet 2 of the excel spreadsheet.

I would ask that council expeditiously consider this modified plan as we need to implement at least the employee parking portion prior to the summer season.