

Gregg County Courthouse Parking Analysis



Longview, Texas

Final Report

February, 2015



Rich & Associates, Inc.
Parking Consultants - Architects - Engineers
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INCORPORATED

Acknowledgements

Rich and Associates and Thacker | Davis Architects would like to thank the members of the County Steering Committee for their invaluable assistance in the preparation of this document. Their constructive comments from the preliminary and draft reports and their provision of data to the consultant team greatly assisted in the accurate assessment of the parking requirements for the Gregg County Courthouse.

In particular, we would like to thank:

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We would also like to thank the Sheriff's deputies staffing the Courthouse Security checkpoints who completed counts of incoming visitors to the Courthouse for us during the week of September 22, 2014. We would also like to thank department managers and staff members of the various County offices within the Courthouse and North Jail Facility who also took on the additional responsibility to provide counts of their visitors for our use that allowed us to quantify the needs by department. Without the assistance of these unnamed individuals, our task would have been much more difficult.

Section 1 – Executive Summary

Introduction	1-1
Summary – Existing Conditions.....	1-1
Summary – Future Conditions	1-1
Alternatives	1-2

Section 2 – Current Supply and Demand Analysis

Problem Statement.....	2-1
Study Methodology.....	2-1
Map 1 – Study Area	2-3
Parking Supply.....	2-4
Off Street Parking Supply	2-4
Map 2 – Off Street Parking Supply	2-5
On Street Parking Supply	2-6
Map 3 – On Street Parking Supply	2-7
Map 4 – Visitor Parking Supply	2-8
Visitor Parking.....	2-9
Visitor Parking Supply	2-9
Table 1 – Public Parking Supply within 300 Feet of Courthouse	2-9
Visitor Parking Demand.....	2-10
Introduction	2-10
Courthouse Visitors	2-10
Short-Term Visits	2-10
Table 2 – Short-Term Courthouse Visitors Counts (Sept 22 – 26, 2014)	2-11
Figure 1 – Short-Term Courthouse Visitors Spaces Needed.....	2-11
Juror Parking	2-12
Figure 2 – Combined Short-Term Visitors and Juror Parking Requirements	2-12
Courtroom Parking.....	2-12
Table 3 – Courtroom Visitor Count (Sept 22 – 26, 2014).....	2-13
Figure 3 – Courthouse Visitor Parking Requirements	2-14
Summary – Courthouse Visitor Parking	2-14

North Jail Facility – Visitors.....	2-15
Introduction	2-15
Table 4 – North Jail Facility Visits (Sept 22 – 26, 2014).....	2-15
Summary – North Jail Visitors	2-15
Staff Parking	2-16
Introduction	2-16
County Staff Parking Supply.....	2-16
Table 5 – Potential County Employee Parking Supply.....	2-16
Exhibit 1 – County Staff Lot (North of Courthouse)	2-18
Exhibit 2 – North Jail Facility and Lot	2-18
Staff Parking Demand (Non-Sheriff Departments).....	2-19
Table 6 – Courthouse Employee Staffing.....	2-20
Figure 4 – Gregg County Courthouse Staffing/Parking Pattern	2-21
Sheriff’s Department	2-21
Table 7 – Sheriff’s Office Department Employee Shift Schedule.....	2-22
Figure 5 – Sheriff Department Employee Staffing.....	2-23
North Jail (CSCD & Collections Staff).....	2-24
Table 8 – Collections and CSCD Staff Work Schedule.....	2-24
Figure 6 – Collections and CSCD Employee Staffing and Parking Need	2-24
County Staff Composite Parking Requirement	2-25
Figure 7 – Composite Staff Parking Demand vs. Available Supply	2-25
Summary – Current Condition Composite Parking Needs (Courthouse/North Jail).....	2-26
Visitors	2-26
County Staff	2-26
Figure 8 – Combined Parking Surplus / Deficit (Existing Conditions)	2-26

Section 3 – Turnover / Occupancy Analysis

Introduction	3-1
Methodology	3-1
Results	3-1
Map 5 – Peak Hour Occupancy	3-2
Map 6 – Peak Occupancy Achieved.....	3-3
Courthouse Visitor Parking – Occupancy Analysis	3-4
Figure 9 – Visitor Spaces Occupancy Study Results	3-4

Courthouse / North Jail Facility Staff	3-5
Figure 10 – Staff Parking Occupancy Study Results	3-5
Table 9 – Courthouse Visitor / Staff Parking Occupancy	3-6
Map 7 – Peak Hour Occupancy (On Street Visitor Spaces).....	3-7
Map 8 – Peak Occupancy Achieved (On Street Visitor Spaces)	3-8
Turnover Analysis.....	3-9
Table 10 – Turnover Analysis.....	3-9

Section 4 – Future Parking Demand Analysis

Introduction	4-1
Methodology	4-1
Court Cases.....	4-1
Table 11 – Gregg County District Court Cases (9/22/14 – 9/26/14)	4-2
Table 12 – Justice of Peace Court Civil Cases (FY 2014)	4-2
Table 13 – Justice of Peace Court Criminal Cases (FY 2014).....	4-3
Table 14 – Justice of Peace Court Average Weekly Cases (FY 2014).....	4-3
Table 15 – Gregg County Courthouse District Court Cases (FY 2014)	4-4
Table 16 – Total Cases Gregg County Courthouse (FY 2014)	4-4
Population Data	4-4
Table 17 - Gregg County Population Forecast.....	4-5
Table 18 – Court Case Projections per Population Forecast	4-5
Figure 11 – Gregg County Court Case / Population Forecast	4-6
Projections of Court “Visitor” Needs	4-6
Table 19 – Court Visitor Parking Need Calculation	4-7
Court Visitor Parking	4-7
Table 20 – Court Case Visitors Forecast Parking Need.....	4-7
Other Visitors (Short-Term Visits)	4-8
Table 21 – Alternative Parking Space Needs, Short-Term Visitors	4-9
Juror Parking.....	4-9
Summary – Future Parking	4-10

Section 5 – Conclusions and Recommendations

Conclusions	5-1
Alternatives	5-2
Option 1 – Surface Lot Expansion	5-2
Option 2 – Parking Garage (4 Levels)	5-2
Advantages / Disadvantages	5-3
Parking Garage Isometric Representation	5-4
Recommendations.....	5-4

Appendix

- Table A – Off Street Supply Detail
- Table B – On Street Supply Detail
- Table C –Occupancy Study Results

SECTION 1 – EXECUTIVE SUMMARY

Introduction

The Gregg County Courthouse provides many services to the citizens of Gregg County. Perceptions are of an inadequate parking supply particularly on many Monday mornings in conjunction with jury calls. The combined parking needed by potential jurors plus the parking needed by court litigants, other Court participants and visitors to various County departments within the Courthouse, forces visitors to use on street parking several blocks from the Courthouse on such busy days.



Summary – Existing Conditions

With just 64± two-hour spaces on street surrounding the Courthouse and another 50± spaces within about 300 feet of a building entrance, which is considered a reasonable walking distance for visitors, there are only about 114± “visitor” spaces. This level of parking supply when compared to the calculated peak of 296± visitor spaces required means visitors are short by 182± spaces from what they need.

Data provided by the County also showed more than 150 County staff on a waiting list for an assigned parking stall. Analysis of staffing schedules reflecting the number of likely spaces needed between 8:00 am and 5:00 pm showed a combined 296± County staff spaces required compared to just 237± available employee spaces in the north employee lot and at the North Jail facility for County staff. This means that the parking provided for County staff is about 59± spaces short. Because of this, some County employees are likely competing with Gregg County citizens for nearby on street parking. Further exacerbating the situation for staff is that because of the two-hour limit for on street parking, any employees using these spaces must leave work periodically to move their vehicle or risk a city issued parking citation. Combined, the existing visitor and staff-parking deficit is 241± spaces.

Summary – Future Conditions

Projections for future growth in some Courthouse activity, following County population growth forecast, suggests only a minimal increase (±20 spaces) in parking needed by participants in various Court proceedings. This increased 20-space need however is likely to be offset as the number of visits made to review various land, birth, death and marriage records is likely to decrease even given increased population. This is expected because these records are in the process of being digitized and will be made available for on-line access from off-site locations. These functions, plus the planned ability for attorneys to file certain paperwork from off-site, are likely to limit the need for some visits. This process is expected to be completed over the next several years. Currently, all “short-term” visits to various departments, which include record searches and

court filings, have a calculated need of 50 spaces needed at any given time throughout the day. Because of the uncertainty regarding off-site access, there is consequently some uncertainty regarding any reductions in the allocated need of 50 spaces by these visitors.

A further unknown is the impact that trending decreases in the rates of both civil and criminal jury trials will have on the number of jurors called. Using data between 1986 and 2005, civil case jury dispositions in Texas fell from 1.15 percent to 0.64 percent. Other data suggests that jury dispositions in criminal trials may be declining as well also based on data between 1986 and 2005 where the rate of criminal dispositions by juries in Texas decreased from 1.06 percent to just 0.84 percent¹.

Alternatives

Even given the potential for some decrease in the amount of parking needed, it is not likely that the future changes will result in a significant decrease to the existing deficit of 241± spaces. This suggests a continued need to provide additional parking to meet the needs of the Courthouse.

This conclusion led to the development of two options for a parking structure to satisfy the staff and visitor parking deficits. The first option seeks to satisfy the entire deficit with the development of a structure on the existing staff lot to the north that could provide approximately 400± spaces in a garage consisting of one at-grade level and three supported levels. A facility of this size would provide 262± net added spaces (400 spaces in garage minus 138 existing spaces on the surface lot = 262). This net added capacity surpasses the calculated 241± space deficit. The preliminary construction cost for such a facility would be approximately \$8.3 million.

A second option would be to try to acquire property near the Courthouse on which to provide additional surface parking. The intent would be to limit, if not eliminate, the number of spaces provided in a parking structure by allocating some of the parking need to surface lots. Based on a preliminary schematic design of the parking structure, each level would provide approximately 110± spaces so a surface lot in any multiple of this capacity could mean elimination of one or more levels from the garage.

¹ Justice Nathan A. Hecht, (2006) Jury Trials Trending Down in Texas Civil Cases. Retrieved from http://aycocklaw.com/files/1_8_16_18_hecht_69TexBJ854.pdf

SECTION 2 – CURRENT SUPPLY AND DEMAND ANALYSIS

Problem Statement

When deciding to go to a particular destination, the issue of whether parking will be available should not be a consideration. Most people expect that parking will be available, relatively convenient and affordable. For the citizens of Gregg County, when coming to the Gregg County Courthouse, finding parking can become a major consideration whether coming for simple issues such as registering a vehicle, obtaining a passport, paying taxes, or for other purposes such as serving on a jury or participating in other legal actions. Even those visits that might normally be expected to be a quick in and out encounter may take far longer because the limited supply of parking spaces surrounding the courthouse are likely to be occupied, forcing someone to circle the block waiting for a space to open or park on an adjacent street that can be several blocks away. On street parking is limited to two hours. For “short” visits, this should not be an issue. However, for someone participating in a civil or criminal proceeding, the two-hour time limit for parking is likely to prove inadequate forcing someone to park illegally in a privately owned lot or go to the only “long-term” parking available in the more distant municipal parking lot south of the railroad tracks, which for many is simply unacceptable. To violate the two-hour limit for on-street parking is to risk a \$7.00 parking citation. Further adding to the problem of visitor parking is the fact that many County staff working at the Courthouse or North Jail facility also suffers from insufficient parking and may be competing for the same on-street spaces needed by citizen visitors. The two-hour limit of most on-street parking is particularly an issue for staff using one of these spaces because they must either leave work to move their vehicle periodically or risk a City issued parking citation.



For these reasons, the Commissioners of Gregg County requested this parking analysis to **quantify** and **qualify** the existing and future parking needs for the Courthouse and to consider appropriate solutions.

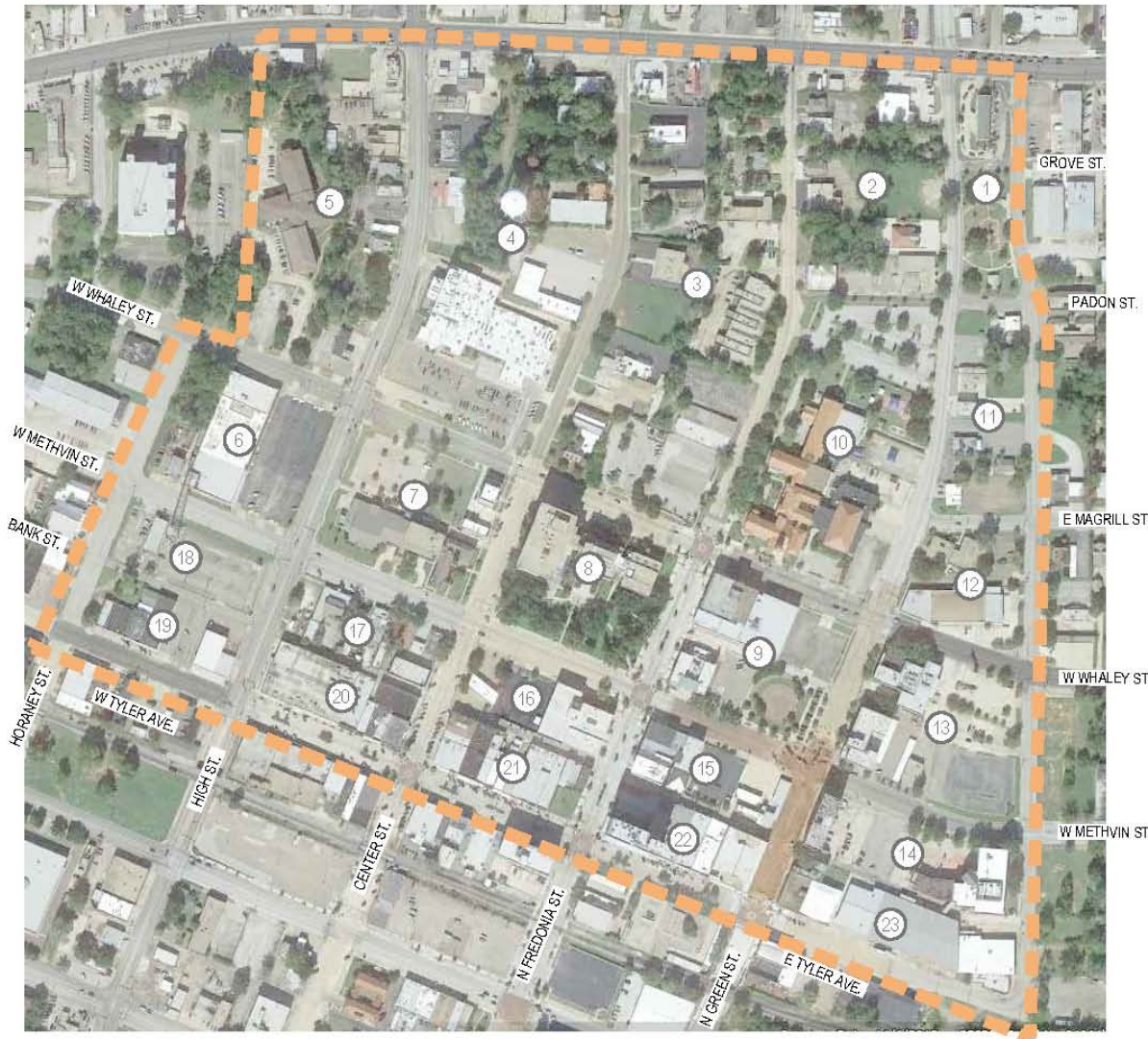
Study Methodology

In order to quantify and qualify the parking needs for the Gregg County Courthouse and North Jail Facility, a number of tasks were completed. These included:

1. Inventory of all on-street and off-street parking within a two block radius of the Gregg County Courthouse
2. Development of a series of parking maps
 - a. **Map 1** on page 2-3 shows the study area and block numbering for each block starting with one and continuing to 23. The Courthouse is located on block 8.
 - b. **Map 2** on page 2-5 shows the off-street parking supply identifying each off-street lot with a letter starting with A and continuing sequentially. The color classifies

each parking area as either publicly available or privately controlled. **Table A** in the Appendix details the off-street parking supply.

- c. Each block face is assigned a letter A through D. Block face A is the north face, B the east face, C the south face and D the west face. The parking supply on each block face is quantified and qualified. **Map 3** on page 2-7 shows the on-street parking supply. **Table B** in the Appendix provides additional detail regarding the on-street parking supply.
3. County staff conducted counts of all visitors coming to each destination department within the Courthouse and North Jail facility for a one-week period (September 22 – 26, 2014). This provided the number of visitors by day of week and accounted for the peak Monday when potential jurors report for jury duty.
4. Collection of County staffing data with the number of staff assigned to each department and the work schedule for a typical weekday.
5. A turnover and occupancy study where the utilization of nearby on and off-street parking spaces was recorded once per hour on Thursday September 18, 2014 between 8:00 am and 5:00 pm. This analysis allowed Rich to see a pattern of how spaces may be turning over during the day and on what nearby streets may visitors and staff be parking. The results of the occupancy portion of the study are shown in the Appendix by **Table C**
6. Projecting future parking demand



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FOR
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LEGEND:

BLOCK NUMBER


STUDY AREA

BLOCK FACE KEY PLAN:



Sheet Title:

**PARKING
STUDY
AREA**

File No.	1503	
Scale	NTS	
Date	11-19-20 14	
Checked By	DOB	
MAP Number:	MAP 1	

Parking Supply

All parking within two blocks of the Gregg County Courthouse was inventoried and separated into either off-street or on-street parking. The spaces were then further categorized with any restrictions such as private parking for customers/visitors, handicap, law enforcement, other reserved and so forth. With a total supply of nearly 2,700± spaces within two blocks of the Courthouse, only about 237± spaces are potentially available and reasonable for employee use in County-owned off street lots, while there are approximately 28± additional “long-term” on-street spaces that **may** be available. However, because the County does not control these on street spaces they are not included in the staff parking calculation. Only about 115± on-street spaces are within an acceptable distance for visitor use. The majority of the remaining spaces are owned by private entities that reserve them for their use. Others are too far away for Courthouse visitors.

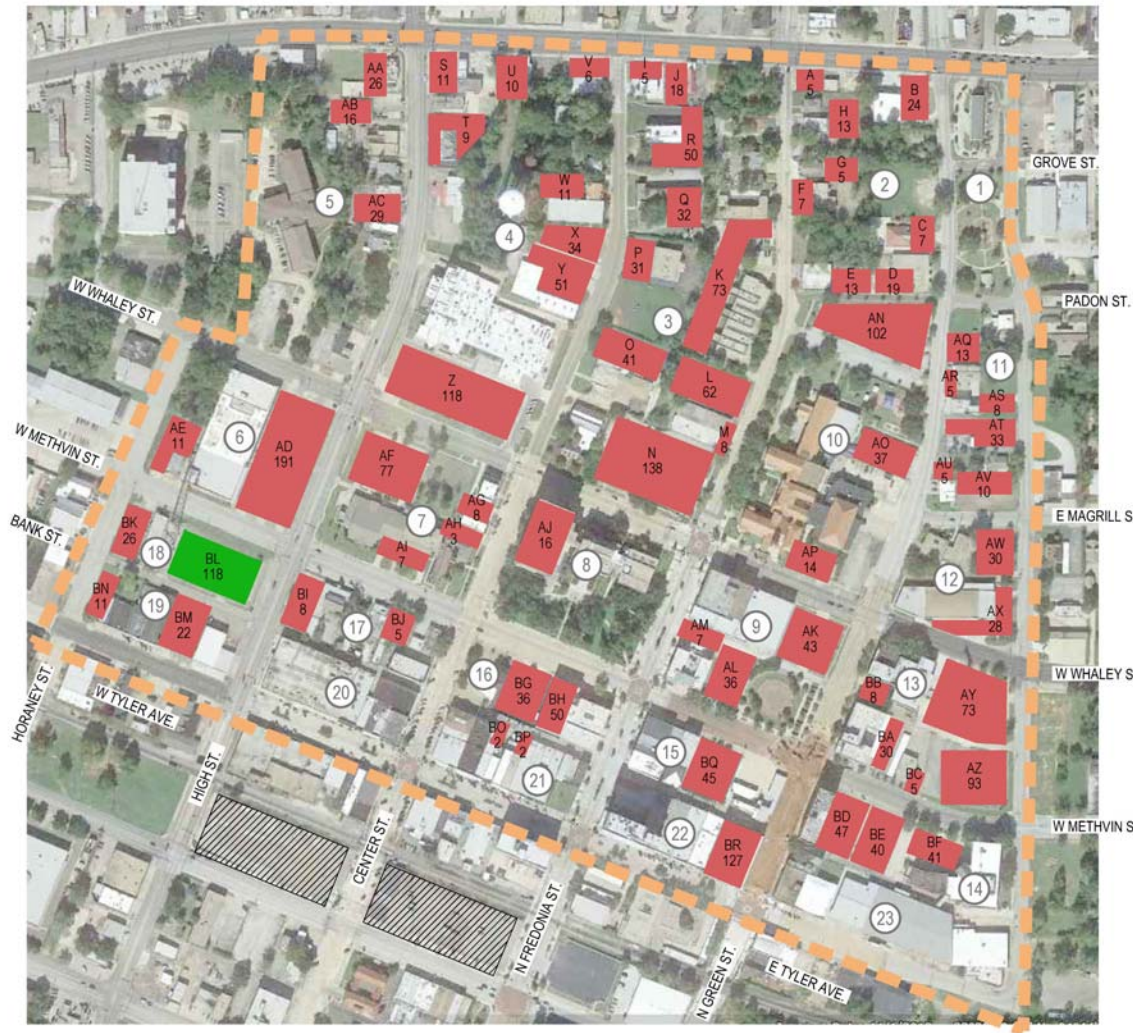
Off-Street Parking Supply

All parking within two blocks of the Courthouse was inventoried as part of the field data collection. **Map 2** on the following page shows the various off-street locations while **Table A** in the Appendix is keyed to each parking lot and provides additional detail. Rich identified approximately 70 off-street parking lots and almost all of these parking lots are primarily associated with private buildings or businesses and as such deemed “private” and thus unavailable to County staff or visitors. Rich defines a parking area as private if the lot is only intended for use by the customer’s, visitors or staff of a particular building or business. Just as the 138± space County employee lot to the north of the Courthouse is intended for County staff only, these other parking lots carry similar restrictions by their owners.


Conversely, Rich defines “public” parking as that which is available to anyone regardless of his or her destination. This typically includes municipally owned parking lots and may include a privately owned lot if the lot owner sells permits or hourly parking without regard to someone’s destination or work location.

In this definition, the only “public” parking may be the 118± space lot on the southeast corner of Methvin and High Street and the two municipal lots south of the railroad tracks. Rich believes that the Methvin/High Street Lot may be a public lot since it is permit controlled and does not appear restricted to particular destinations. However, it is unclear if County staff is using this lot but the requirement to have a permit makes it unacceptable for use by most visitors. The two municipal lots south of the railroad tracks are also obviously public use and could be used by staff or visitors. However, it was reported anecdotally that the railroad tracks are perceived as a significant barrier by staff and visitors that make these lots undesirable locations.











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LEGEND:

-  BLOCK NUMBER
-  STUDY AREA
- OFF STREET PARKING**
-  PRIVATE
-  PUBLIC
-  MUNICIPAL LOTS

BLOCK FACE KEY PLAN:



Sheet Title:
PARKING SUPPLY
 OFF-STREET

File No:	1503	
Scale:	NTS	
Date:	11-19-2014	
Checked By:	DWB	
MAP Number:	MAP 2	

On-Street Parking Supply

On street parking is generally provided by and controlled by the local municipality. As publicly provided parking it generally cannot carry restrictions for use by a particular business or entity. The City will also determine time and/or payment restrictions for use of on street parking

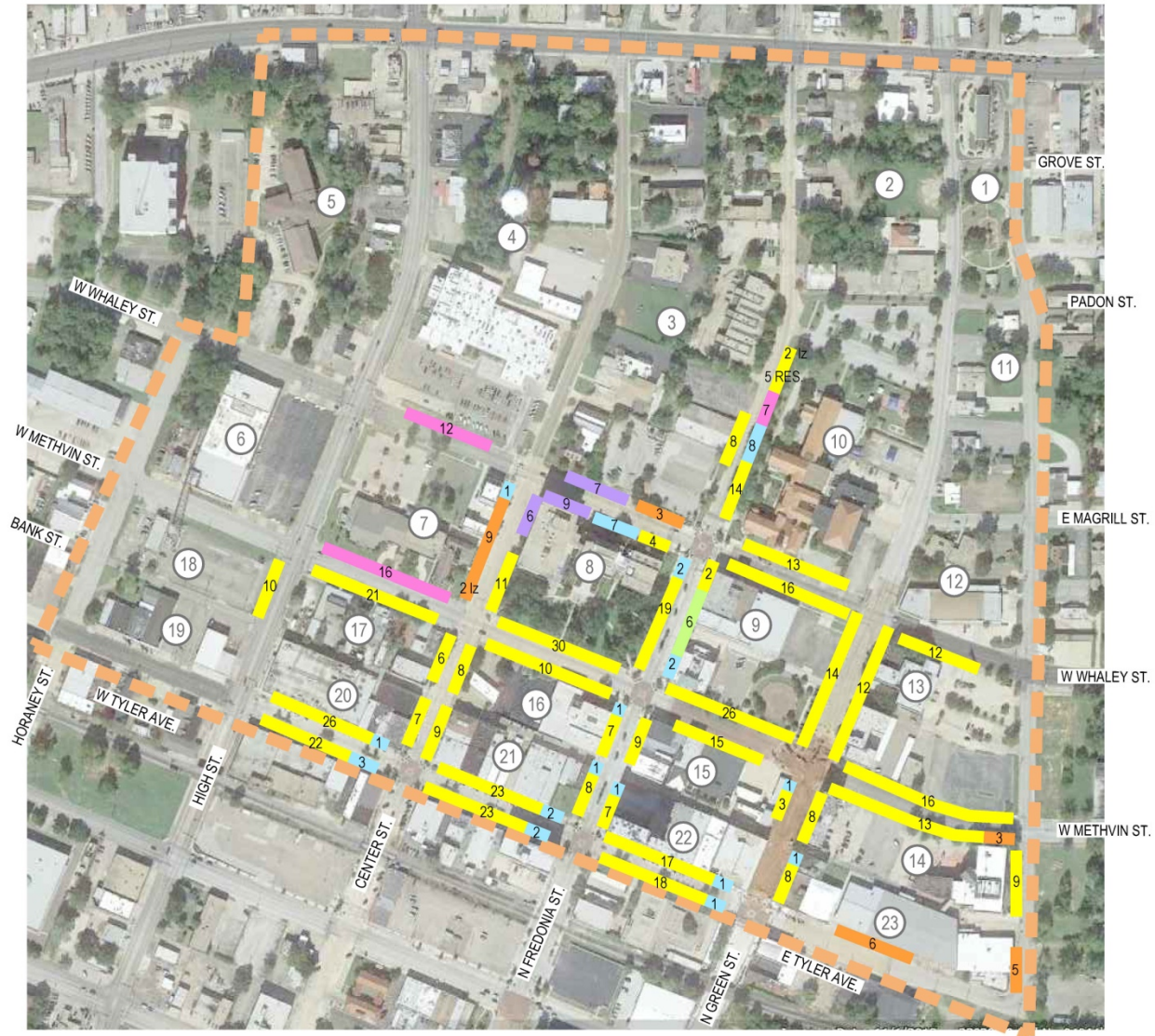
More than 75 percent of the 617± on street spaces counted within two blocks of the Courthouse are limited to two-hours. There are a few block faces where the parking spaces are signed as long-term and others near the Post Office that specify a parking limit as short as 15-minutes. Also near the Courthouse are some spaces that are reserved for law-enforcement vehicles only and therefore are not available to the general public. The majority of the on street parking is concentrated south of Whaley Street.




Map 3 on the following page and **Table B** in the Appendix detail the on street parking supply.

Surrounding the Courthouse are just 64 two-hour spaces and 9 handicap-designated spaces. Generally, visitor spaces are preferred to be within 300 feet of a building entrance. Extending out to 300 feet from the Main Entrance and East Entrance of the Courthouse are approximately 38 additional two-hour spaces plus three spaces that have no specified time limit. Combined with the spaces surrounding the Courthouse gives just 114± spaces within 300 feet of a building entrance for visitor use². The spaces that Rich feels are convenient enough for visitor use are detailed by **Map 4** on page 2-8.

² The nine spaces classified as “unrestricted” on the west side of Center Street north of Methvin are presumed used by County staff.




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LEGEND:


- # BLOCK NUMBER
- STUDY AREA
- ON STREET PARKING**
- 15 MINUTE
- 2 HOUR
- LONG TERM
- UNRESTRICTED
- BARRIER FREE
- LAW ENFORCEMENT
- RES. = RESERVED
- lz = LOADING ZONE

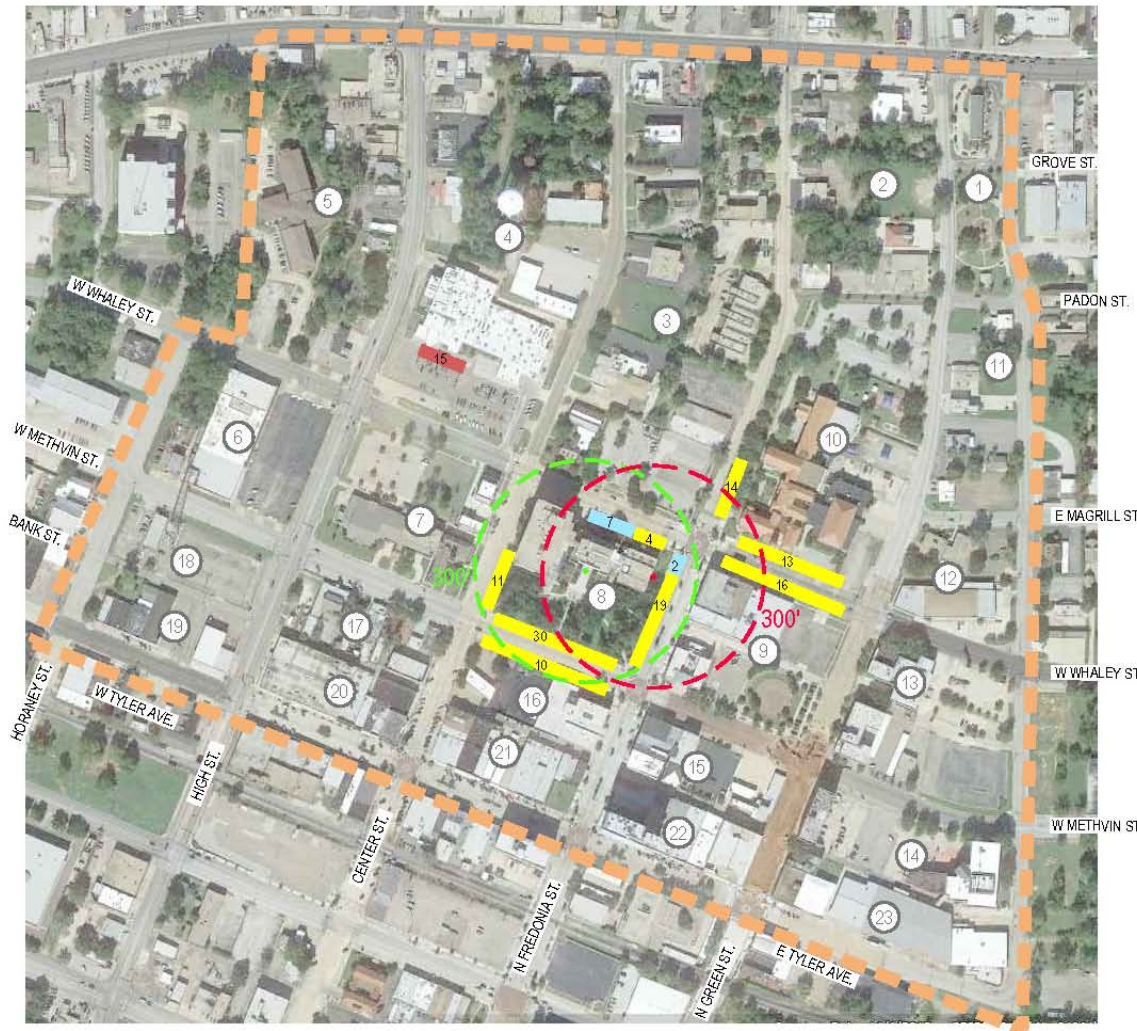
BLOCK FACE KEY PLAN:



Sheet Title:

PARKING SUPPLY
ON-STREET

File No.	1503	
Scale	NTS	
Date	11-19-2014	
Checked By	DWB	
MAP Number:	MAP 3	



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LEGEND:

- # BLOCK NUMBER
- STUDY AREA
- ON STREET PARKING**
- 15 MINUTE
- 2 HOUR
- LONG TERM
- UNRESTRICTED
- BARRIER FREE
- LAWN ENFORCEMENT
- RES. = RESERVED
- Lz = LOADING ZONE

BLOCK FACE KEY PLAN:

A
D ⊕ B
C

Sheet Title:
PARKING SUPPLY VISITOR USE

File No.	ISRS	
Scale	NTS	
Date	11-19-2014	
Checked By	DUK	
M&P Number	MAP 4	

Visitor Parking

The parking supply servicing visitors to the Gregg County Courthouse is a combination of on-street spaces surrounding and proximate to the Courthouse and the off-street spaces used by visitors at the North Jail Facility.

Visitor Parking Supply

In the parking industry, visitor spaces are generally defined to be within a maximum of 300 feet of a destination entrance. At the Gregg County Courthouse, Rich has defined the Courthouse visitor parking as consisting of the 64± two-hour on street parking spaces immediately surrounding the Courthouse plus the 9 handicap designated spaces. It also includes 41± on street spaces on nearby blocks within 300 feet. Therefore, the Courthouse has just 114± spaces available within 300 feet. The visitor parking for the North Jail Facility consists of 15 of the 51 spaces near the west entrance used by visitors to the Probation Department and Collections, with the balance 36 spaces from the west end of the lot allocated for staff use together with the spaces from the east end (to be discussed). **Table 1** below and **Map 4** on page 2-8 details this information.

Table 1 – Public Parking Supply within 300 Feet of Courthouse (Visitors)

Off-Street	Number	
North Jail Lot (West End)	15	
On-Street	Number	Block Face(s)
No Designation	0	
2-Hour	105	8A,8B,8C,8D,9A,10C,10D,16A
Long-Term	0	
Handicap	9	8A,8B
Sub-Total On-Street	114	
Total Public Supply (Visitors)	129	

Visitor Parking Demand

Introduction

The total visitor parking required at the Gregg County Courthouse will be a combination of the parking needed by short-term visitors to certain departments, parking needed by participants in legal proceedings and juror parking. The total quantity of visitor parking needs for the Gregg County Courthouse was based on visitor counts conducted in each department within the Courthouse and at the Probation and Collections Departments at the North Jail Facility over a one-week period. From this information, it was determined that Mondays are peak days of the week for visits, largely due to the large pool of potential juror panelist.

Courthouse Visitors

Visitors are coming to the Courthouse for various functions. In order to provide the most accurate assessment, Rich has attempted to quantify and qualify the visitors by category. The first category is visits where it is likely that short-term parking (30 minutes) is needed. This will be for such purposes as voter or vehicle registration, reviewing birth, death or marriage records, passport applications and so forth. Category two will be for visits that will be of a longer-term nature (up to several hours) and will involve judicial proceedings. The final category will be for jurors. Regardless, with all visitors parking limited to on street, both short and long-term visitor stay categories are all competing for the same limited number of nearby on-street spaces.

Short-Term Visits

As noted in the methodology section, counts were conducted at the various departments within the Courthouse. **Table 2** below details County departments or offices within the Courthouse expected to generate short-term visits (30 minutes to 1 hour). This table shows that over the five count days nearly 3,500 visitors were counted for an average of about 700 per day. Mondays appeared to be the busiest day with nearly 770± “short-term” visitors, followed closely by Fridays.

Table 2 – Short-Term Courthouse Visitor Counts (September 22 – 26, 2014)

Department	Monday	Tuesday	Wednesday	Thursday	Friday	Total	Average
Birth & Death	30	17	16	15	15	93	19
Clerk (Civil)	31	21	19	21	20	112	22
Marriage & Land Records Search	139	111	117	98	86	551	110
Misdemeanor	15	12	11	6	12	56	11
Clerk Recording	18	30	36	23	35	142	28
188th District Court - office only	17	11	9	21	22	80	16
124th District Court - Office area	22	16	8	12	9	67	13
Elections - entire office	18	15	14	15	8	70	14
Constable Pct.1	3	2	3	2	5	15	3
Main Office	25	17	25	40	39	146	29
District Attorney	14	14	13	10	16	67	13
District Attorney AFV	17	4	21	23	12	77	15
Criminal DA	9	4	8	10	3	34	7
County Judge ST	13	17	12	13	13	68	14
2nd Floor Misd - Criminal DA	9	4	8	10	3	34	7
Maintenance	5	5	6	6	3	25	5
County Auditor	12	22	9	10	13	66	13
Human Resources	14	22	34	24	24	118	24
Law Library/Record Mgt	10	8	18	10	7	53	11
Tax Office - Auto Reg	116	108	87	95	158	563	113
Tax Office Property	81	54	69	65	112	381	76
Sheriff's Office	75	76	65	70	58	344	69
District Clerk (Short-Term)	75	60	60	60	75	330	66
Sub-Total (Short-Term)	768	650	668	659	748	3,492	698
Difference from avg	10%	-7%	-4%	-6%	7%		

Using a base count of 768± short-term visits (as observed on the Monday count) and assuming that the visits occur approximately equally dispersed throughout the day and each visit last an average of 30 minutes, approximately 50± parking spaces are needed to accommodate just these visitors at any given time throughout the day.

Figure 1 - Short-Term Courthouse Visitor Spaces Needed



Juror Parking

Data provided by the County showed that on the Monday survey date (September 22, 2014), 240± jurors were counted reporting for jury duty. Current practice is that once a sufficient number of jurors have reported in, others upon arriving at the Courthouse may be excused. Other jurors will remain until either seated on a jury or excused. Given factors such as the 240 jurors arriving prior to 9:00 am on a Monday morning and assuming an average stay of 5 hours and 30 minutes plus assuming that 60 percent of jurors drive and park their own car when reporting for jury duty results in a calculated need for 140± spaces for jurors. The juror parking requirements combined with the 50 spaces needed by short-term visitors to the other departments' results in a sub-total of 190± visitor spaces needed. To complete the determination of visitor parking needs, the parking requirements for participants in various legal proceeding are needed as shown in the next section.

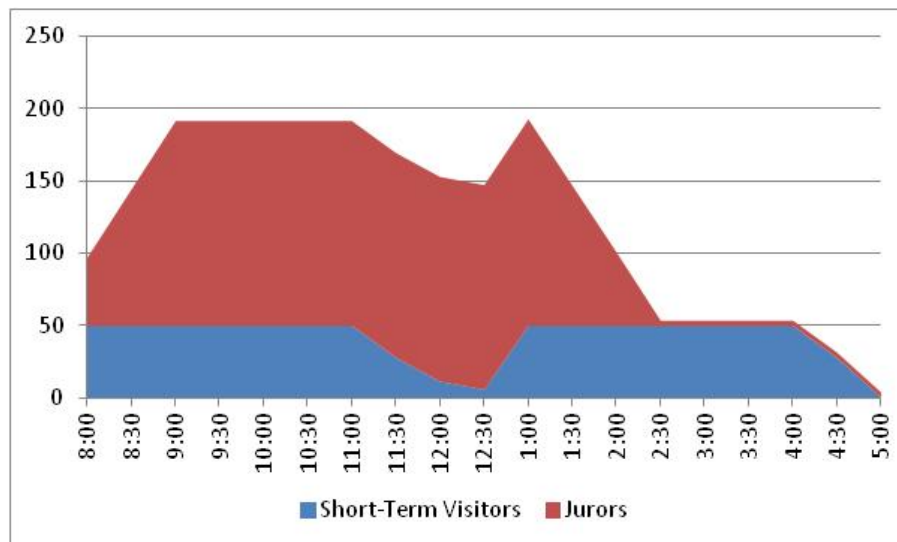


Figure 2 – Courthouse Short-term Visitor and Juror Parking Requirements

Courtroom Parking

Participants in various civil or criminal proceedings (and family members) will fill courtrooms and hallways while waiting for their cases to be called. Rich analyzed a sample of Monday dockets (since Mondays coincide with jury calls) and found Court starting at 8:00 or 9:00 am with a second series of cases heard in the afternoon. The departmental counts conducted during the week of September 22, 2014, which Rich has classified as associated with court cases are shown by Table 3 on the following page. Visitors to these locations are factored to require a longer length of stay than the “short-term” visitors as detailed in Table 2.

Table 3 – Courtroom Visitor Count (September 22 – 26, 2014)

Department	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Courts						
188th District Court - Courtroom Only	242	0	5	35	88	370
307th District Court	20	17	15	90	40	182
JP#1 - entire office	76	75	47	49	77	324
County Judge LT	38	15	28	18	6	105
Court at Law#1 Courtroom / Offices	82	97	96	137	140	552
Court at Law#2	33	17	<i>Courtroom used by Attorney General</i>	18	21	89
Attorney General			106			106
Courts Count	491	221	297	347	372	1,728

In the counts above, the Monday had 491 total “visitors” reporting to the various courtrooms. After discussion with the County, it has been determined that the 242 individuals listed with the 188th District Court was the jury call for the day. Subtracting these potential jurors from the 491 daily visitors total gives 249 “other” courtroom participants (defendants, counsel, family members etc). Although other days may have more courtroom participants, it is unclear how many jurors may still be involved in cases on these days and thus these other days may not have the same magnitude of parking requirements as on a Monday because of the longer length of stay attributed to jurors. Therefore, partially because of the impact from jurors, Monday is factored as the peak day for visitor parking at the Courthouse.

In order to calculate the parking requirements for these Courtroom visitors, Rich made the following assumptions:

- a. About 70 percent of the 249 participants are arriving prior to 9:00 am and staying for an average of 1 hour and 30 minutes.
- b. 60 percent of participants arrive by car needing to be parked
- c. The balance of 30 percent of the daily traffic is allocated for the afternoon cases and these arrivals are prior to 2:00 pm.
- d. The same 60 percent arrival by car and 1 hour 30 minute length of stay was assumed for the afternoon cases.

Given these factors and assumptions, about 100 spaces are needed in the morning hours to accommodate courtroom visitors and participants based on the counts provided. When these visitor requirements are combined with the short-term visitors parking needs and juror parking requirements, a calculated total of 296± spaces are needed to accommodate all Courthouse visitors at peak time during the morning. After this initial peak as cases are completed, some jurors excused etc., the amount of parking needed declines. In Rich’s parking demand model, substituting one hour for the average length of stay for the Courtroom visitors (rather than the one hour and 30 minutes assumed) reduces this overall peak parking need from 296 spaces needed to about 242± spaces, again for all visitors. Alternatively, increasing the average length of stay for

Courtroom visitors to 2 ½ hours increases the peak demand only very slightly to 298± spaces but this amount of parking is needed for a longer period.

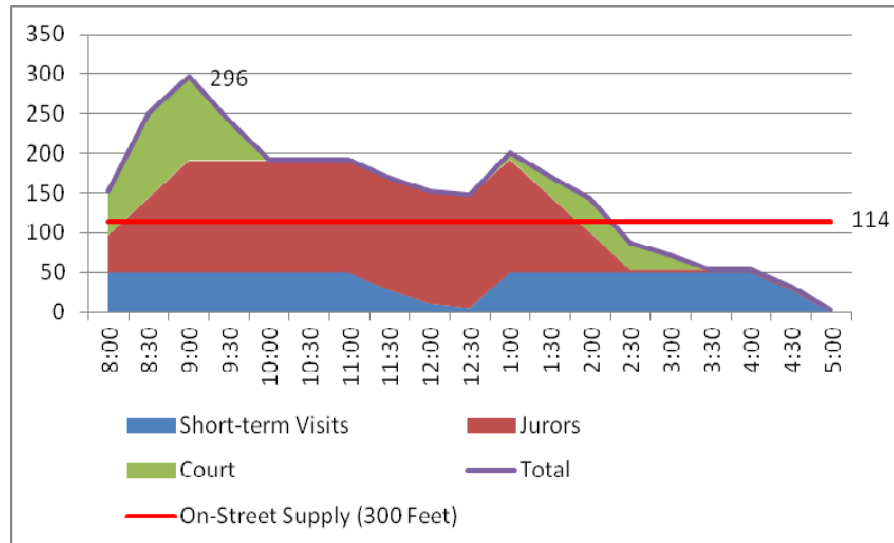


Figure 3 – Courthouse Visitor Parking Requirements (Monday)

Summary – Courthouse Visitor Parking

At peak time on a Monday morning, 296± **visitor spaces** are needed at the Gregg County Courthouse. The on street parking surrounding the Courthouse and within 300 feet of a Courthouse entrance totals just 114± spaces. This means that on the busy days such as this, more than 180± courthouse visitors are likely forced to walk several blocks from an available parking space to get to the Courthouse. The level of parking congestion with so many competing for limited parking and the potential on busier days that visitors will be forced further from the Courthouse makes it more difficult for a visitor to move their vehicle to circumvent the two-hour time limit for on-street parking and avoid a city issued parking citation.

North Jail Facility – Visitors

Introduction

In addition to the visitors coming to the Courthouse for various purposes, two departments at the North Jail Facility also generate a considerable number of visitors. The Community Supervision and Corrections Department (CSCD - Probation) reported 927 visitors during the week of September 22, 2014 or an average of 185 per day. Daily counts were not provided for the CSCD. Rich has assumed that visits to CSCD on Mondays and Fridays would be about 20 percent higher than average or 222 daily visits. With 222 on Monday and Friday, the other days would average slightly lower at 161 visits per day.

Table 4 – North Jail Facility Visits (September 22 – 26, 2014)

Department	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Community Supervision and Corrections Dept	927 visitors / customers during this week					927
Supervision and Corrections (Average/ Day)	222	161	161	161	222	927
Collection: N Jail Total	35	26	30	17	46	154
	257	187	191	178	268	1081

Data provided by the County reported that the CSCD visits are a combination of probationers coming to make a payment or to meet with their probation officer. Payment visits would be very quick (5 to 10 minutes) whereas a visit with a probation officer may be longer (30 minutes). The 35 visitors coming to the Collections Department would similarly have relatively quick visits. Rich has applied an average length of stay of 20 minutes for all 257 visits. Assuming that these visits are evenly dispersed throughout the day would mean that only about 10 spaces are needed at any given time. Alternatively, applying a 30-minute stay to all visits would increase the parking need to 14 spaces.

Data provided by the County reported that the west end of the North Jail facility has 51 spaces assigned for the Probation Department. In determining parking needs, Rich has assumed that about 15 of these spaces are allocated for visitor use with the balance used by Probation Department staff. The east end of the lot has an additional 47 non-reserved spaces that are also used by County staff.

Summary – North Jail Visitors

Visitors to the North Jail facility are fortunate to have the parking lot adjacent their destination entrance. Given the volume and parking demand parameters, Rich is of the opinion that unless County staff are improperly using all the spaces in the North Jail Facility lot, the visitors to this facility can be accommodated here and are not competing for on-street parking with Courthouse visitors or staff.

Staff Parking

Introduction

In addition to the parking needed by the citizens of Gregg County when coming to the Courthouse, staff working in or based at the Courthouse complex (Sheriff's Department) also must use parking. County staff is each assigned an available parking space, but the current waiting list for a parking stall exceeds 150 individuals, meaning many are forced to rely upon on-street parking when coming to work. Because most of these on-street spaces are limited to two-hours, any employee using one of these spaces must leave work periodically to move their car or risk getting a parking citation.

County Staff Parking Supply

The designated parking supply for use by County staff is contained in three off-street locations. The 138± space County Employee Lot just north of the Courthouse, 83 non-visitor spaces in the lot in front of the North Jail Facility and the 16 elected official spaces beneath the Courthouse. The North Jail Facility lot is a combination of visitor spaces (15), staff parking spaces (83), spaces reserved for Jail vehicles (9) and Sheriff's Department Patrol Vehicles (8). After deducting the spaces reserved for jail vehicles, patrol vehicles and visitors, 237± off-street spaces are available for County staff use as shown in **Table 5** below.

Table 5 – Potential County Employee Parking Supply

Off-Street	Number	
County Employee Lot	138	
North Jail Lot (West End)	36	(51 - 15 for visitors)
North Jail Lot (East End)	47	64 - 8 patrol & 9 Jail Veh.
Elected Officer Parking	16	Beneath Courthouse
Sub-Total Off-Street	237	
On-Street	Number	Block Face(s)
No Designation	0	
2-Hour	131	17A,17B,20B,16D,21D,16B,21B,15D,22D,15A (partial),9C (partial),10C (partial),9A (partial)
Long-Term	28	4C,7C
Handicap	0	
Sub-Total On-Street	159	
Total Supply (Staff)	396	
Supply without 2-hour spaces	265	

On street parking spaces are used by staff to supplement the limited County provided parking supply. The primary disadvantages for use of these is that these spaces are neither a consistent source of parking since staff and visitors to other businesses may be using them and most are limited to two-hours. Staff using two-hour spaces work less efficiently because they must leave

periodically to move their vehicle or risk a parking citation. The only spaces that do not require periodic relocation are approximately 16 “long-term” spaces across Center Street on the north side of Methvin Street in front of the Presbyterian Church and 12 “long-term” spaces on the north side of Whaley Street, south of the North Jail Facility. Because these spaces are not guaranteed for use by County staff, Rich does not consider them as a consistent source of available parking. Therefore, this limits the effective employee supply to the 237± spaces in County owned lots.

However, with few “free” off-street alternatives, many County employees must rely upon on street parking in order to work at the Courthouse complex. Given the identified parking shortage associated with Courthouse visitor parking as previously shown, which requires visitors to park on adjacent blocks, staff is competing for on street parking as well. However, for purposes of quantifying the available supply to visitors when assessing the visitor-parking deficit, Rich only included those on-street spaces within 300 feet of an entrance, which are considered the most reasonable spaces for visitor use. Given the limited off-street supply available to staff, it is very likely that staff who will arrive before most visitors, are competing for these same spaces, forcing visitors to more distant parking. The magnitude of the deficit in staff parking is discussed in the next section.



Exhibit 1 - County Staff Lot (north of Courthouse)



Exhibit 2 - North Jail Facility & Lot

Staff Parking Demand – (Non Sheriff Departments)

Just as the visitor parking need was composed of various elements (short-term visitors, juror parking and court participants) that needed to be combined to demonstrate visitor parking needs, County employee parking requirements also consist of several elements that must be combined to have a true understanding of the staff parking need.

In order to quantify the staff parking needs, the County provided a payroll listing of each department in the Courthouse with the number of staff assigned. **Table 6** on the following page shows that 224 staff (not including Sheriff Department employees) typically work in the specified departments and most (with the exception of some Maintenance staff) work 8:00 am until 5:00 pm.

Table 6 – Courthouse Employee Staffing

Department	Start	Stop	Number Working
124th District Court	8:00 AM	5:00 PM	3
188th District Court	8:00 AM	5:00 PM	3
307th District Court	8:00 AM	5:00 PM	3
Administration	8:00 AM	5:00 PM	3
Concession Operations	8:00 AM	5:00 PM	2
Constable No 1	8:00 AM	5:00 PM	1
County Auditor	8:00 AM	5:00 PM	11
County Clerk - Administration	8:00 AM	5:00 PM	23
County Court at Law #1	8:00 AM	5:00 PM	3
County Court at Law #2	8:00 AM	5:00 PM	3
County Judge	8:00 AM	5:00 PM	3
Court of Civil Appeals	8:00 AM	5:00 PM	6
Courthouse Building	8:00 AM	5:00 PM	17
Department of Public Safety	8:00 AM	5:00 PM	2
District Attorney	8:00 AM	5:00 PM	36
District Clerk	8:00 AM	5:00 PM	21
Elected Official Parking Only	8:00 AM	5:00 PM	3
Elections	8:00 AM	5:00 PM	6
Human Resources	8:00 AM	5:00 PM	3
Information Technology	8:00 AM	5:00 PM	8
Justice of the Peace No 1	8:00 AM	5:00 PM	7
Maintenance	6:00 AM	3:00 PM	16
Maintenance	8:00 AM	5:00 PM	2
Pretrial Services	8:00 AM	5:00 PM	5
Purchasing	8:00 AM	5:00 PM	4
Records Management & Preservation	8:00 AM	5:00 PM	4
Tax Assessor - Collector	8:00 AM	5:00 PM	23
Telecommunications	8:00 AM	5:00 PM	3
Total Courthouse Employees Working			224

Using an assumed 93 percent of staff drive and park their own car when coming to work (as opposed to being dropped off by a friend or family member) and assuming 1.2 people per car, the 224 staff working on any given day translates to about 174 parking spaces needed at peak time. **Figure 4** on the following page graphically demonstrates the work hours and parking needs by time of day for non-sheriff associated departments within the Courthouse.

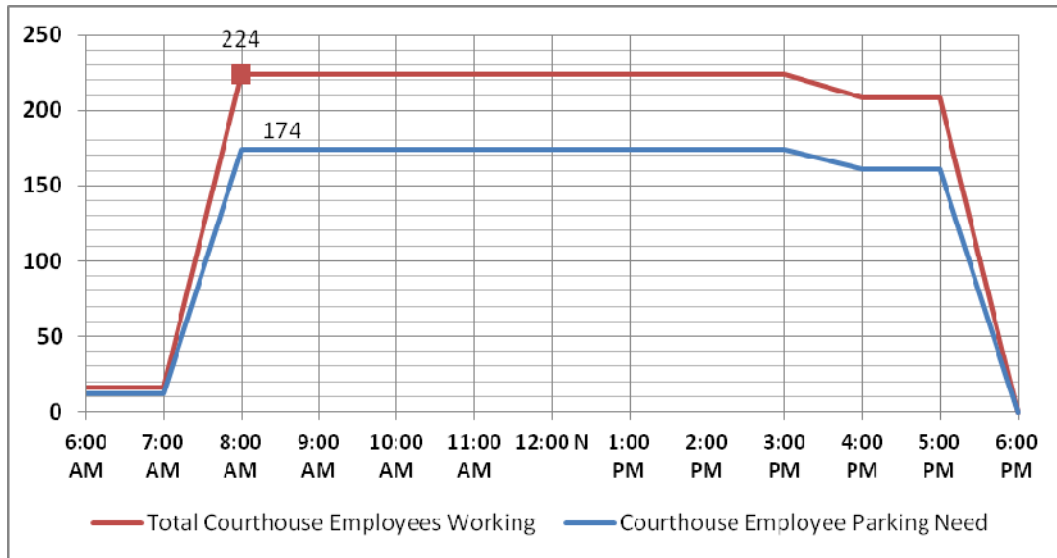


Figure 4 – Gregg County Courthouse Staffing/Parking Pattern (Non-Sheriff Departments)

Sheriff’s Department

Data was provided by the Gregg County Sheriff’s Office detailing the Department Employee’s Shift Schedule. This is detailed by **Table 7** below. Unlike other departments in the Courthouse, certain functions in the Sheriff’s Office have a 24/7 shift schedule which must be considered. Therefore, although Table 7 shows 242³ assigned staff, only A shift employees are factored with the assumption that B Shift would work on alternate days. With this consideration, a total of 147 staff work on any given day of which some work outside the 8:00 am to 5:00 pm period.

³ Not including Airport Staff

Table 7 – Sheriff’s Office Department Employee Shift Schedule

Division	Mon - Fri 8AM - 5PM	Mon - Fri 4PM - 1AM	A Shift 6 AM - 6PM	A Shift 6 PM - 6AM	B Shift 6 AM - 6PM	B Shift 6 PM - 6AM	Swing	A Shift 7 AM - 7PM	A Shift 7 PM - 7AM	B Shift 7 AM - 7PM	B Shift 7PM - 7AM	Total
Warrants	11	1										12
Security	14											14
Front Desk	3											3
CID	9											9
Fire Marshall	1											1
Administration	7											7
911	1											1
Jail	17		31	28	31	28	8					143
Medical	2		2	2	2	2	2					12
MAS	1		2	2	2	2	2					11
Patrol	1						2	3	5	4	5	20
Dispatch	1						2	1	2	2	1	9
TOTAL	68	1	35	32	35	32	16	4	7	6	6	242
Included	68	1	35	32				4	7			147
Airport	1						3	3	1	3	1	12

Figure 5 below demonstrates how the reported staffing schedule for the Sheriff’s Department translates to staffing and parking needs by time of day for a typical weekday. As noted above, because of some staff working hours such as 7 pm to 7 am that is outside the normal Courthouse “business hours”, the number of staff during the “focused” period of 8 am to 5 pm is just 104 staff working. This staffing level translates to about 90 parking spaces needed for Sheriff’s Department staff during “business hours”. In conjunction with other Courthouse staff (shown by Figure 4), the projected parking need at this point is 264 spaces. The final employee element to be added is the CSCD and Collections Department staff at the North Jail⁴.

⁴ Sheriff’s Department staff working at the North Jail is reflected in the totals above.

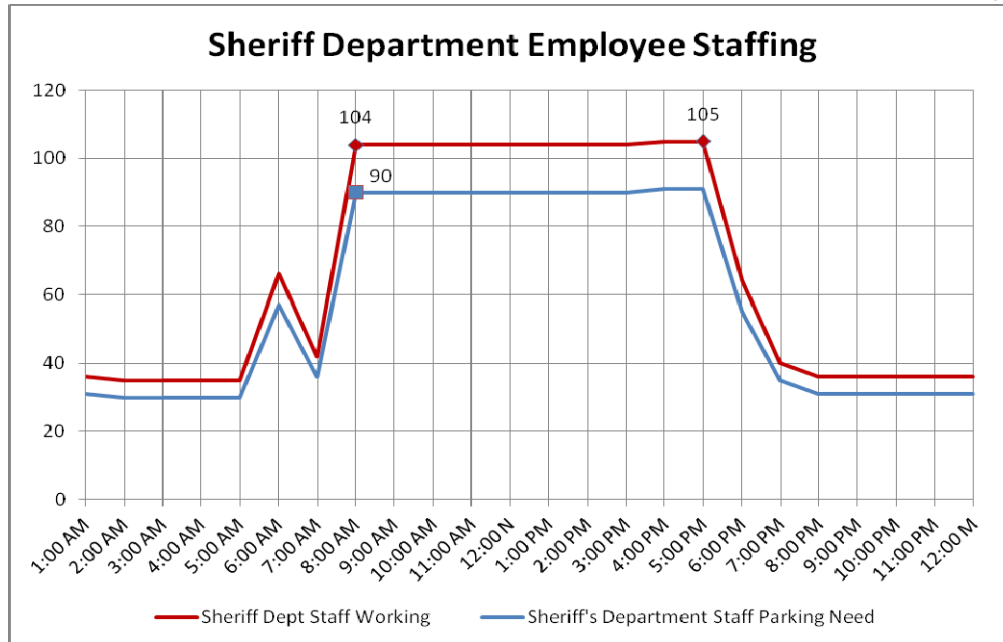


Figure 5 – Sheriff's Department Daily Staffing Schedule and Calculated Parking Need

North Jail (CSCD & Collections Staff)

The final element of staff considered as part of the employee parking need are the Collections and Basic Supervision staff (CSCD) working at the North Jail facility. Data provided by the County showed 41 staff working 8:00 am to 5:00 pm weekdays. Application of the same drive and park factors used for calculating the parking requirements for other Courthouse staff (93% arrive by car with an average of 1.2 people per car), means that 32 parking spaces are required to accommodate these 41 employees.

Table 8 – Collections and CSCD Staff

Collections and CSCD Staff (North Jail)

Department	Start	Stop	Number Working
Collections (N. Jail)	8:00 AM	5:00 PM	4
Basic Supervision (CSCD)	8:00 AM	5:00 PM	37
Collections & CSCD Staff			41

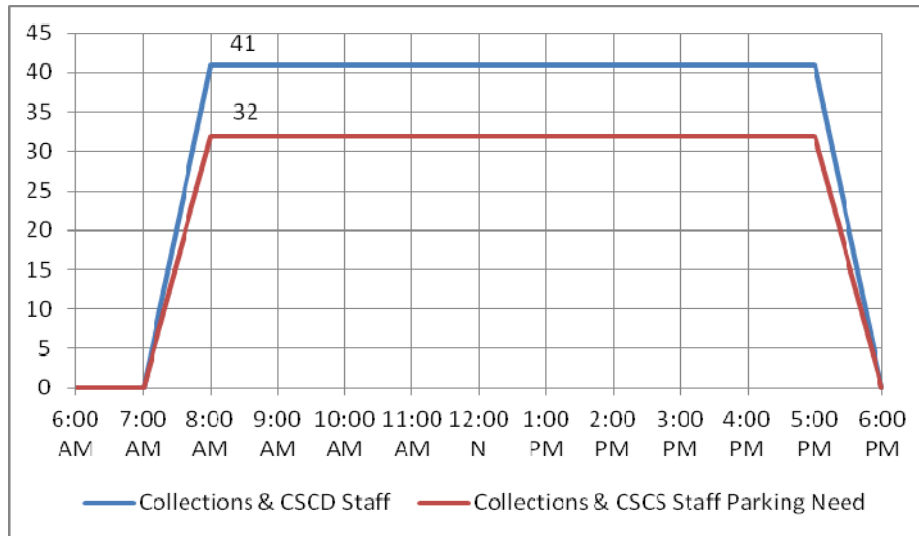


Figure 6 – Collections and CSCD Employee Staffing and Calculated Parking Need

County Staff Composite Parking Requirement

The combination of peak-hour parking needed by Courthouse staff, Sheriff’s Department staff and Collections and CSCD staff at the North Jail shows a total staff-parking requirement of 296± spaces. As the supply section demonstrated, the only consistently available parking supply is the 237± spaces available in the North Employee Lot (138 spaces), 83± spaces at the North Jail facility not allocated to visitors, jail or patrol vehicles and 16 spaces reserved for elected officials beneath the Courthouse. The 296± spaces of peak employee parking demand compared to the 237± off-street spaces available for employees results in a currently calculated parking deficit of 59± spaces.

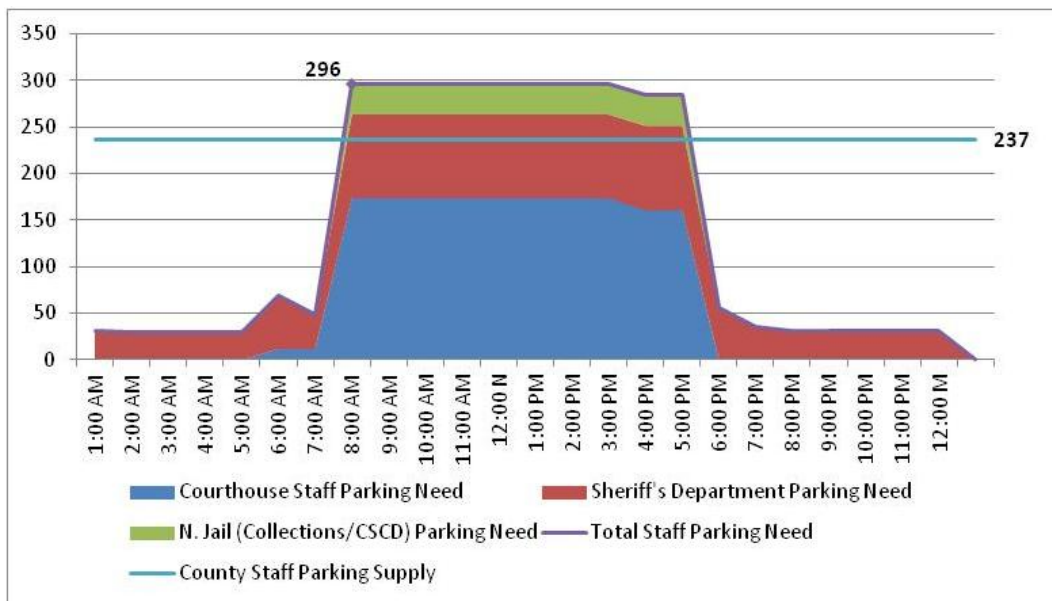


Figure 7 – Composite Staff Parking Demand vs. Available Parking Supply

Summary – Current Condition Composite Parking Needs (Courthouse / North Jail Facility)

Overall, the Courthouse complex (Courthouse and North Jail Facility) has a combined peak hour (9:00 am on Monday) need for parking of 592± spaces allocated between the 296± spaces needed by visitors and 296± spaces needed starting at 8:00 am by County staff. **The combined 592± space need compared to the 351± available spaces results in the current combined (employee and visitor) parking deficit of 241± spaces.**

Visitors

With essentially no off-street spaces provided, visitors coming to the Courthouse are forced to rely upon on-street spaces for their parking needs. If just the spaces that are reasonably close (within 300 feet of an entrance) are considered, then just 114± spaces are available resulting in a calculated deficit for visitor parking of 182± spaces.

County Staff

County staff has 237± off-street spaces available for their use, but a calculated need for 296± spaces. Because the employees are 59± spaces short, they are likely competing for the same pool of on-street spaces that Gregg County citizens are vying for when coming to the Courthouse.

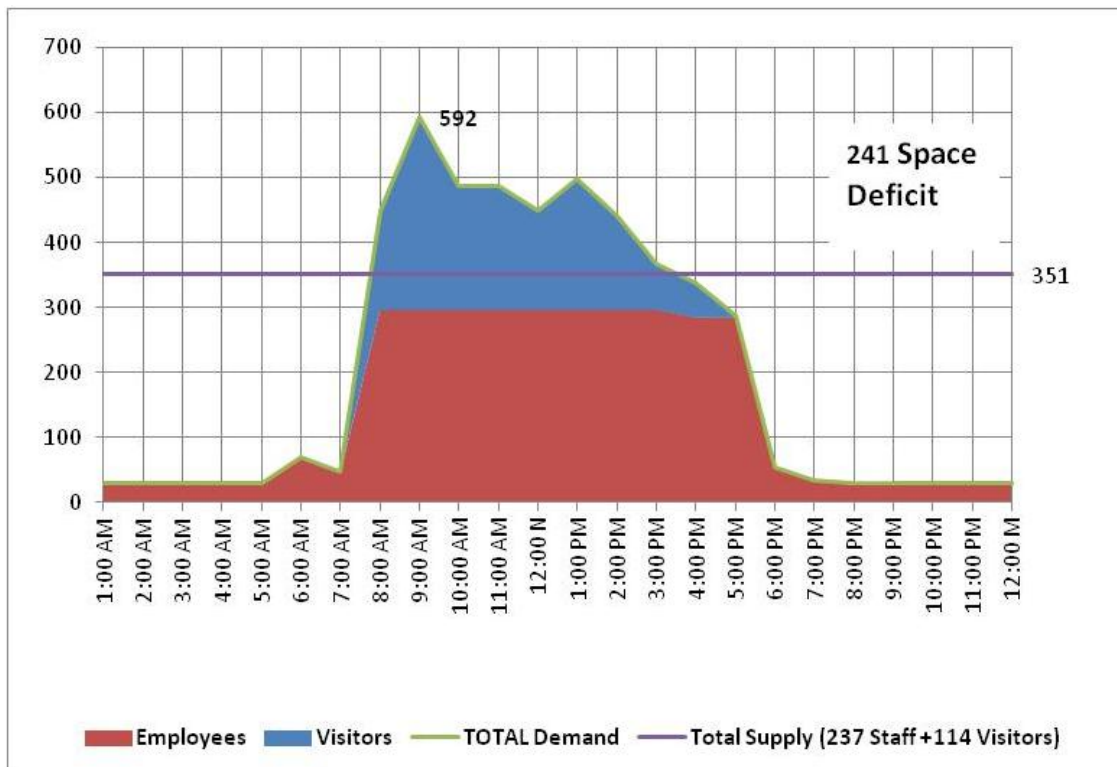


Figure 8 – Combined Parking Surplus / Deficit Gregg County Courthouse (Existing Condition)

SECTION 3 - TURNOVER / OCCUPANCY ANALYSIS

Introduction

Another critical aspect of the study requested by the County was a utilization analysis of the parking within two blocks of the Courthouse. The purpose of this analysis is to evaluate how the existing parking is used.

Methodology

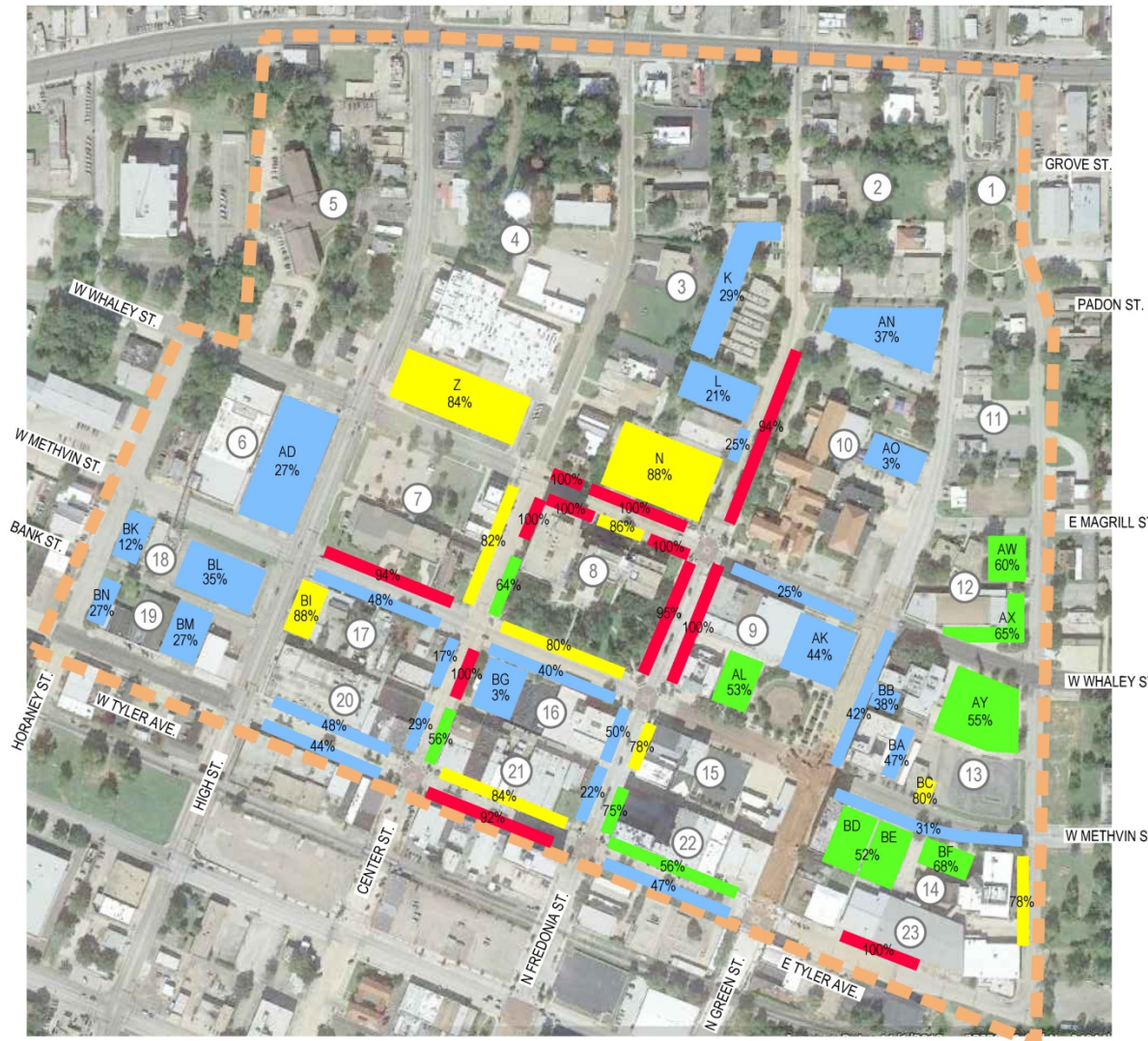
Rich and Associates conducted the turnover / occupancy analysis on Thursday, September 18, 2014 between 8:00 am and 5:00 pm. The analysis involved recording the number of occupied parking spaces once per hour in nearby off street lots and on street spaces. For the 64 visitor parking spaces surrounding the Courthouse as well as on several nearby block faces, not only was the occupancy of parking recorded, but also by noting portions of vehicle license plates, it was possible to determine whether certain spaces were “turning over”, meaning used by multiple vehicles. The number of occupied parking spaces each hour was then tabulated and the **peak hour occupancy** and **peak achieved occupancy** (highest occupancy achieved in each analyzed parking lot or block face, regardless of time of day) noted on maps.

Results

A total of 1,847± spaces were analyzed within two blocks of the Courthouse. This analysis showed that the peak occupancy occurred between 10:00 and 11:00 am when 986 (52%) of the observed spaces were occupied. While many of the analyzed off street lots are privately owned and not available for use by Gregg County staff or visitors, the analysis did show several nearby parking areas that appear underutilized and may present an opportunity for the County to negotiate use of some of these spaces for staff use. These included the retail lot across High Street (on block 6) as well as the permit lot on block 18 (southwest corner of Methvin and High Street) that both appeared to have surplus capacity. However, the speed and volume of traffic on High Street may be a significant barrier to County employees using this parking. The map showing the peak hour occupancy of all parking is on the following page while **Table C** in the Appendix details the occupancy analysis results.

Considering just the spaces likely used by Courthouse visitors and staff, peak occupancy for combined Courthouse visitors and staff occurred between 9:00 am and 10:00 am. These results showed 101 of 117 “visitor” spaces (86%) occupied and 210 of 239 “employee” spaces (88%) occupied during this hour.

In addition to demonstrating the occupancy results during the peak hour, another map was prepared to demonstrate the highest occupancy achieved along each block face or in each parking lot. This map shows how certain parking areas, although not necessarily exhibiting a peak occupancy coinciding with the peak hour, will have high occupancies at other times during the day. **Map 6** on page 3-3 demonstrates this condition.



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FOR
GREGG COUNTY COURTHOUSE
Longview, Texas

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Tel: 817.949.8860
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LEGEND:

- # BLOCK NUMBER
- STUDY AREA

PARKING OCCUPANCY

- 91% through 100%
- 76% through 90%
- 51% through 75%
- 0 through 50%

BLOCK FACE KEY PLAN:

Sheet Title:
PEAK HOUR OCCUPANCY
Thursday September 18, 2014
10:00am - 11:00am

File No	1503
Scale	NTS
Date	XX-XX-2014
Checked By	DWB

MAP Number:
MAP 5

Courthouse Visitor Parking – Occupancy Analysis

More important to the Courthouse, analysis of the critical visitor spaces surrounding and near the Courthouse (within 300 feet) showed that on the Thursday date studied, peak time for visitors occurred between 8:00 am and 9:00 am and that of the 117± “visitor” spaces⁵, 108 or 92% were occupied during the peak hour. Of particular note is that the high level of occupancy noted above is not occurring on a peak day (Monday). Unknown is the number of jurors that started on Monday and may still have been involved in cases by the studied Thursday, but it is likely that this number is significantly below the 240 potential jurors that are called on a Monday morning.

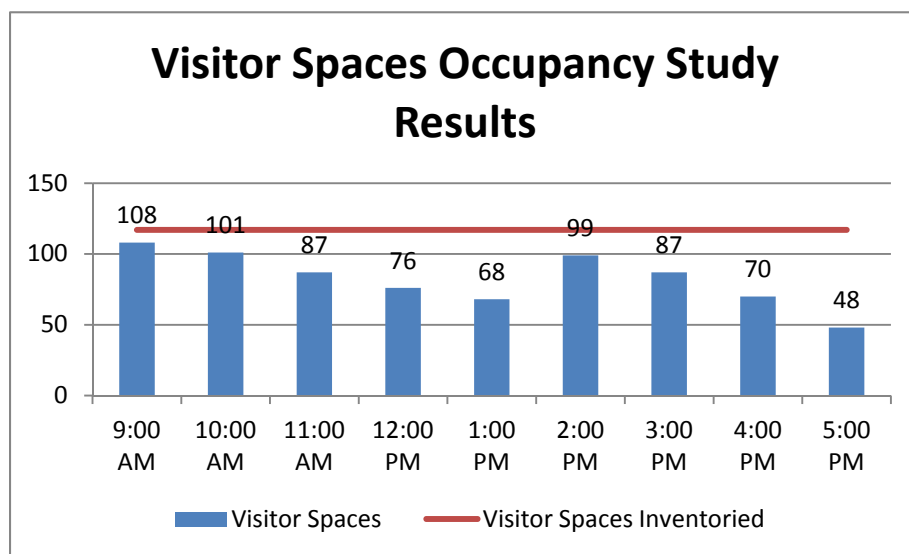


Figure 9 – Visitor Spaces Occupancy Study Results

⁵ At the time of the analysis, all 16 spaces along the north side of Block 9 were included although in the calculation of visitor spaces only about half are within 300 feet. The 13 spaces (with approximately seven within 300 feet along the south face of block 10) were not counted.

Courthouse / North Jail Facility Staff

Also of particular importance is the occupancy of the designated “employee” parking for Courthouse and North Jail Facility staff. Peak occupancy for staff parking occurred between 10:00 am and 11:00 am. At this time, the employee spaces in the North Employee Lot and Lot at the North Jail Facility showed that of the 239⁶ spaces analyzed, 212 (89%) were occupied.

The less than 100 percent occupancy observed for staff parking whereas the calculated parking demand shows a significant parking deficit could be the result of several factors:

- a) The true drive and park rate for staff is actually lower than the 93 percent to 95 percent for staff that was used in the calculated analysis. This could be due to staff who currently do not have an assigned parking space, being dropped off where they would normally drive if space were available
- b) Staff without an assigned space are parking in on street spaces and other staff with an assigned space were off or otherwise away from the Courthouse on the day the counts were conducted

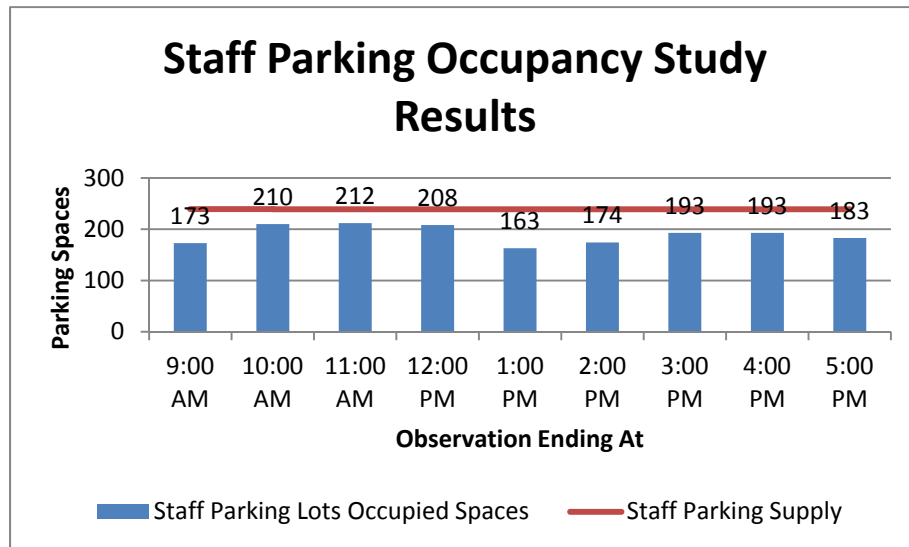


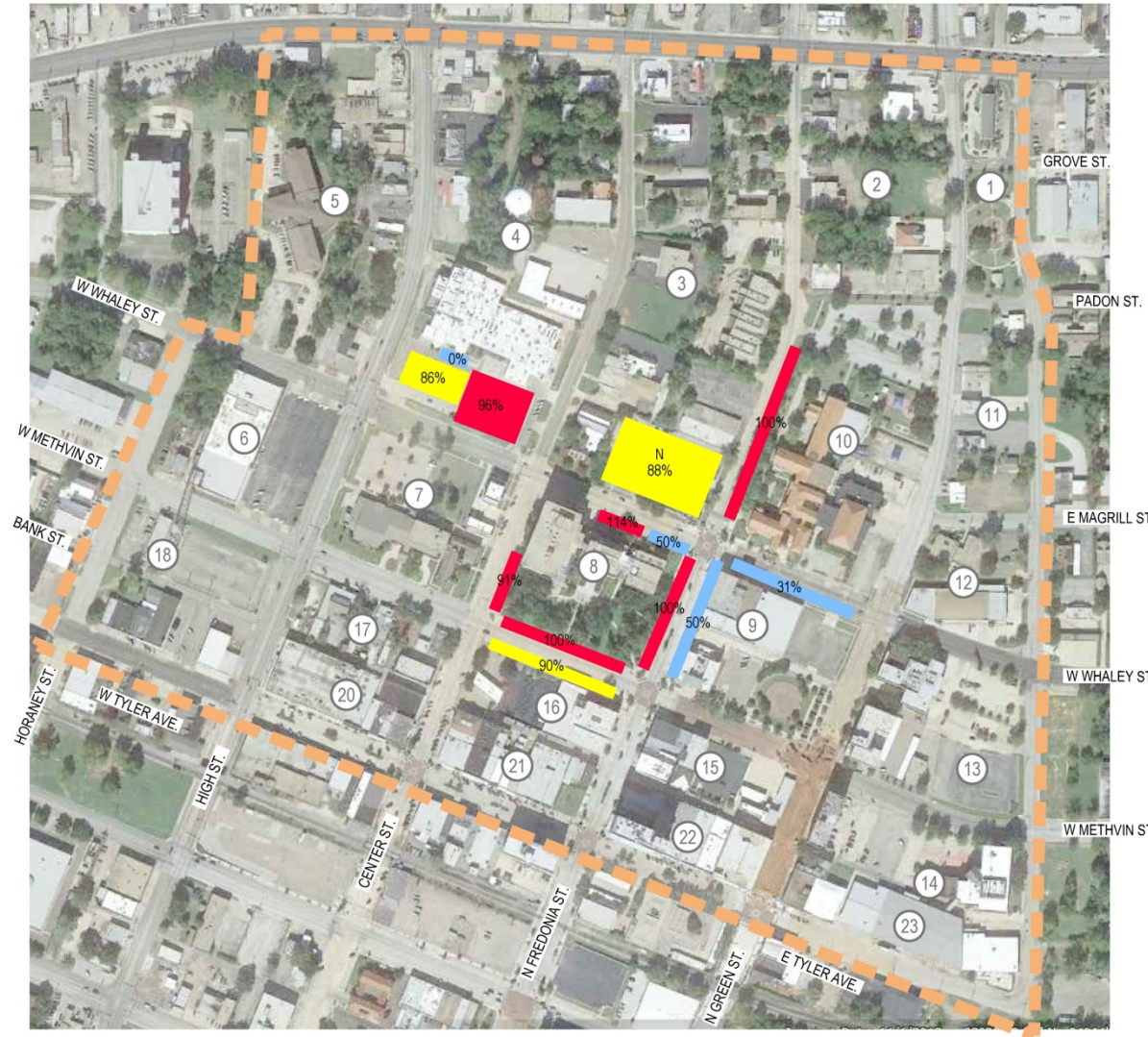
Figure 10 – Staff Parking Occupancy Study Results

Map 7 on page 3-7 demonstrates the peak hour occupancy (9:00 am – 10:00 am) for the combined Courthouse visitor and staff parking. **Map 8** on page 3-8 demonstrates the peak occupancy achieved in the employee lots and designated visitor spaces on street.

⁶ The 239 spaces include 138 in the North Employee Lot, all 51 on the west side of the North Jail Facility, 47 on the East side of the North Jail Facility and 3 handicap accessible spaces at the North Jail Facility. At the time of the occupancy counts, the “visitor” spaces at the North Jail were not analyzed separately.

Table 9 - Courthouse Visitor / Staff Parking Occupancy

				Overall Peak Hour		8:00 AM		9:00 AM		10:00 AM		11:00 AM		12:00 PM		1:00 PM		2:00 PM		3:00 PM		4:00 PM	
				9:00 AM		10:00 AM		11:00 AM		12:00 PM		1:00 PM		2:00 PM		3:00 PM		4:00 PM		5:00 PM			
Lot / Block Face	Capacity	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup
On Street Visitor Parking																							
8A	4	3	75.0%	2	50.0%	4	100.0%	2	50.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%
8A HCP	7	7	100.0%	8	114.3%	6	85.7%	5	71.4%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%
8B	21	21	100.0%	21	100.0%	20	95.2%	18	85.7%	17	81.0%	21	100.0%	21	100.0%	21	100.0%	16	76.2%	9	42.9%		
8C	30	30	100.0%	30	100.0%	24	80.0%	19	63.3%	16	53.3%	27	90.0%	22	73.3%	12	40.0%	6	20.0%				
8D	11	10	90.9%	10	90.9%	7	63.6%	9	81.8%	9	81.8%	11	100.0%	10	90.9%	11	100.0%	6	54.5%				
9A*	16	11	68.8%	5	31.3%	4	25.0%	3	18.8%	3	18.8%	6	37.5%	3	18.8%	1	6.3%	1	6.3%				
9D	4	2	50.0%	2	50.0%	4	100.0%	3	75.0%	2	50.0%	4	100.0%	3	75.0%	4	100.0%	2	50.0%				
10D	14	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%	14	100.0%
10C	NA																						
16A	10	10	100.0%	9	90.0%	4	40.0%	3	30.0%	0	0.0%	9	90.0%	7	70.0%	5	50.0%	3	30.0%				
Visitor Spaces	117	108	92.3%	101	86.3%	87	74.4%	76	65.0%	68	58.1%	99	84.6%	87	74.4%	70	59.8%	48	41.0%				
* only about half within 300 feet																							
Off Street Staff Parking																							
County Employee Lot	138	84	60.9%	121	87.7%	121	87.7%	123	89.1%	98	71.0%	93	67.4%	110	79.7%	106	76.8%	97	70.3%				
N. Jail (West Side)	51	47	92.2%	44	86.3%	47	92.2%	43	84.3%	32	62.7%	42	82.4%	44	86.3%	44	86.3%	45	88.2%				
N. Jail (East Side)	47	41	87.2%	45	95.7%	44	93.6%	42	89.4%	33	70.2%	39	83.0%	43	91.5%	41	87.2%						
N. Jail (Handicap)	3	1	33.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%				
Staff Parking	239	173	72.4%	210	87.9%	212	88.7%	208	87.0%	163	68.2%	174	72.8%	193	80.8%	193	80.8%	183	76.6%				
Combined Parking	356	281	78.9%	311	87.4%	299	84.0%	284	79.8%	231	64.9%	273	76.7%	280	78.7%	263	73.9%	231	64.9%				



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LEGEND:

- # BLOCK NUMBER
- STUDY AREA

PARKING OCCUPANCY

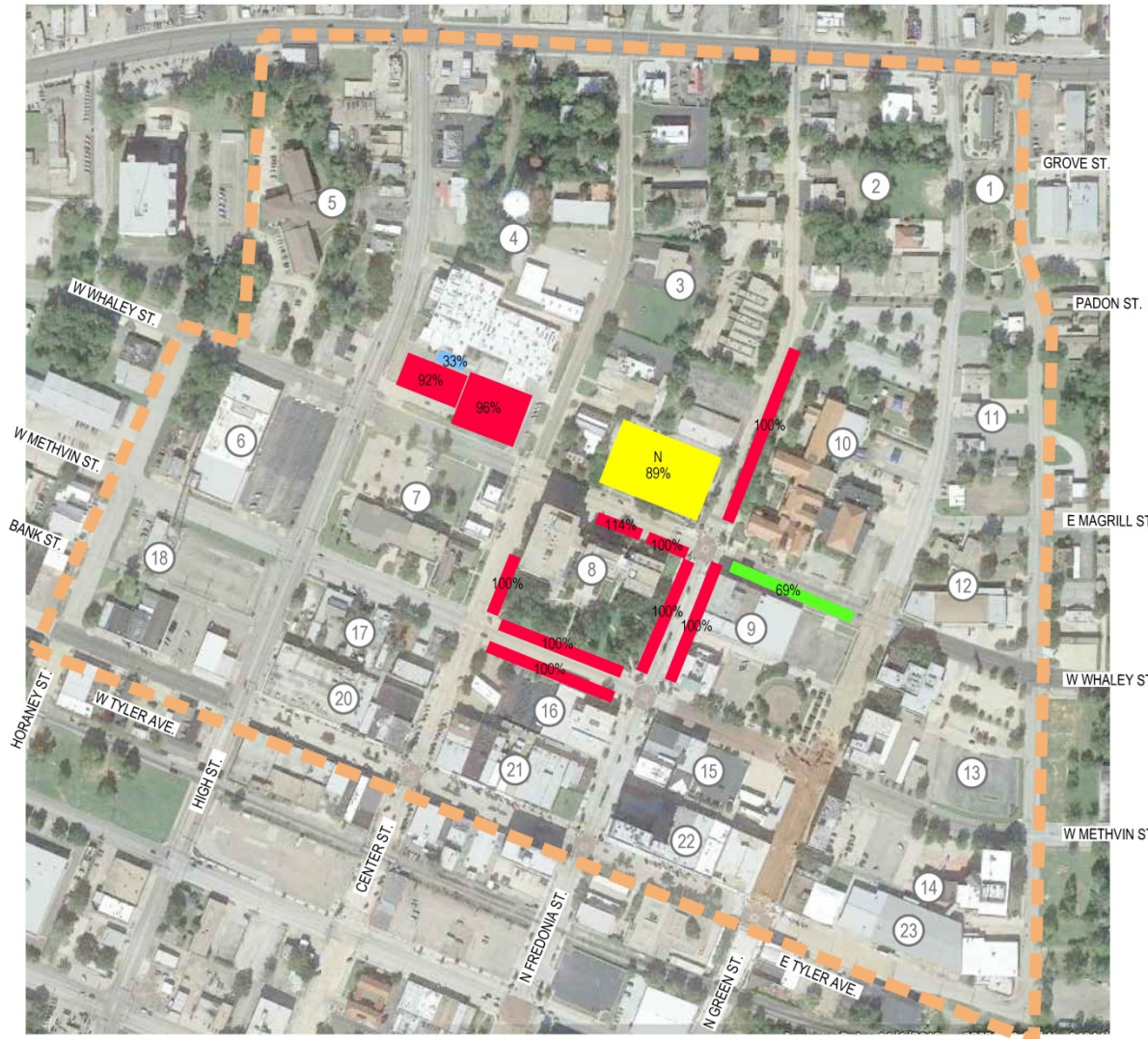
- 91% through 100%
- 76% through 90%
- 51% through 75%
- 0 through 50%

BLOCK FACE KEY PLAN:

Sheet Title:
PEAK HOUR OCCUPANCY
Thursday September 18, 2014
9:00am - 10:00am

File No.	1500
Scale	NTS
Date	11-24-2014
Checked By	DWB

MAP Number:
MAP 7



PARKING STUDY
FOR
GREGG COUNTY COURTHOUSE
Longview, Texas

Parking Consultants
Architects Engineers
Planners
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LEGEND:

- # BLOCK NUMBER
- STUDY AREA

PARKING OCCUPANCY

- 91% through 100%
- 76% through 90%
- 51% through 75%
- 0 through 50%

BLOCK FACE KEY PLAN:

Sheet Title:
PEAK OCCUPANCY ACHIEVED

File No.	1503	
Scale	NTS	
Date	11-24-2014	
Checked By	DWB	

MAP Number:
MAP 8

Turnover Analysis

Another important aspect of the turnover and occupancy analysis was to determine if vehicles using the available on street spaces surrounding the Courthouse were complying with the two-hour time limit. To accomplish this analysis, on certain nearby block faces, portions of each license plate were recorded during each one-hour circuit. The same plate would indicate a vehicle remaining in the space. Because the observations essentially occur hourly, the analysis considers any vehicle observed in the same space three times or more to be in violation. **Table 10** below demonstrates that of the analyzed block faces near the Courthouse, encompassing 143 spaces, 430 different cars were observed and of these, 86 vehicles representing 20 percent of the observed vehicles were counted in the same space more than two times. These vehicles found in violation could be jurors, participants in legal proceedings or County staff.

If just the spaces categorized as “visitor” spaces (within 300 feet) are included then the number of analyzed spaces decreases from 143 to 80 spaces. Within these spaces, 270 different cars were observed and there were 50 cars in violation of the two-hour limit. This changes the violation rate slightly to 19 percent for just the “visitor” designated parking spaces. Again, County staff that does not have a designated parking space within one of the employee-designated lots may use some of these spaces.

The key result from the turnover analysis is that there appears to be a component of Courthouse traffic (visitor and/or staff) for which the two-hour limitation for on street parking does not meet their needs.

Table 10 - Turnover Analysis

BlockFace	Spaces	Total Cars	Violations	Number of Cars Observed in Same Space								
				1X	2X	3X	4X	5X	6X	7X	8X	9X
7B	11	35	7	20	8	2	4	1				
8A	4	11	3	6	2		1	1		1		
8B	21	72	22	33	17	3	13	4		1		1
8C	30	95	14	55	26	5	5			1	2	1
8D	11	51	4	31	16	1	1	1			1	
9D	4	13	2	9	2		1					1
15D	9	28	9	13	6	5	3			1		
16A	10	28	5	13	10	3	2					
16B	8	28	0	22	6							
16D	8	11	8	2	1	1		3	2	1		1
17A	21	43	11	24	8	1	8		1	1		
17B	6	15	1	8	6		1					
TOTAL	143	430	86	236	108	21	39	10	3	6	3	4

SECTION 4 – FUTURE PARKING DEMAND ANALYSIS

Introduction

In addition to quantifying the parking needs for the existing conditions, the County has requested a forecast of parking needs for future years. The County's Request for Proposal originally directed that the needs be forecast up to 30 years into the future, but Rich in consultation with the County Steering Committee has concluded that the error grows significantly with such a long projection period. For this reason, the projections show a more limited period of 5 and 15 years into the future.

Projecting the parking needs would normally be a relatively simple manner of correlating the existing parking needs to existing levels of activity using an agreed parking ratio or benchmark and then applying these factors to County supplied data on number of Court cases, juror projections and visitor forecast. However, many critical statistics for future Courthouse activity are not available, requiring development of ratios for existing activity and extrapolating the future levels of activity related to some variable. Further compounding the growth forecast is accounting for on-going efforts to digitize many existing records that will allow Gregg County citizens to access these records from home or other off-site locations. Additional programs that will allow electronic filing of certain court documents may further limit the need for attorneys to visit the Courthouse to file necessary paperwork.

Finally, the number of jury trials (and consequently the number of jurors) has been declining in civil cases⁷ over the last few years and it is uncertain if this trend will continue.

Methodology

Given the caveats noted above, Rich has attempted to forecast Gregg County Courthouse parking needs for the future using population as the independent variable to calculate the number of future court cases. The algorithm calculated the number of future parking spaces needed by Court visitors using caseload and based on ratios derived from existing conditions. Because of the uncertainty of technology for "other" visitors and jury trials, a range of estimates assuming alternative levels of decline or increase unrelated to population have been prepared. In combination with the Court visitors forecast, this will then give a range of future parking needs to be analyzed for their likelihood of occurrence and the impact on future courses of action to address the County parking situation.

Court Cases

Rich applied data collected from various sources to develop the forecast parking needs. The Texas Water Development Board has projections of population growth by county for the years 2020, 2030 and 2040. The Texas Courts website (www.txcourts.gov) has a database of historical statistics of number of cases by County related to District and Justice of the Peace Courts that Rich analyzed. Using this information in conjunction with population data, forecast of future caseloads have been prepared. Using the visitor counts by department conducted in the Courthouse the week of September 22, 2014, from which ratios of visitors per case were derived, these ratios were

⁷ *Dallas Morning News* – Electronic Edition Published April 2, 2012

then applied to projected caseloads and led to a determination of the number of future Court visitors.

Table 11 - Gregg County District Court Cases (9/22/14 – 9/26/14)

Gregg County Court Calendar (9/22/14 - 9/26/14)						
		Number of Cases per Court Calendar				
		Criminal	Civil	Family	Probate / Mental Health	Total
Monday	9/22/2014	21	9	1	14	45
Tuesday	9/23/2014	32	11	0	5	48
Wednesday	9/24/2014	15	5	6	0	26
Thursday	9/25/2014	104	200 ¹	30	0	134
Friday	9/26/2014	152	4	9	0	165
		324	29	46	19	418
1) 200+ Cases on "Dismissal Docket" not included						

The assumption is that the 418 cases noted above represent all three district courts (124th, 188th and 307th) but does not include the Justice of the Peace cases. The County Courts website does not provide data on Justice of the Peace cases but the txcourts.gov website does. The Justice of the Peace Courts data is only available for full months so data for the most recent fiscal year was polled. **Table 12** below shows data for civil type cases for fiscal year 2014.

Table 12 - Justice of Peace Court Civil Cases FY 2014

Court Type = Justice of the Peace	Court Name = Precinct 1 Place 1 - Gregg County	Section Type = Civil		
		From Date = 09/01/2013	To Date = 08/31/2014	
County = Gregg				
Row Name	Small Claim Suits	Forcible Entry & Detainer (Evictions)	Other Civil Suits	Total
New Cases Filed	332	267	144	743
+ Cases Reactivated	0	0	0	0
+ All Other Cases Added	1	0	0	1
+ Total Cases Disposed	369	267	195	831
= Total Cases Handled				1,575

Summary data for criminal cases handled by the Justice of the Peace Court for fiscal 2014 shows 4,863 cases handled.

Table 13 - Justice of Peace Court Criminal Cases FY 2014

Court Type = Justice of the Peace	Section Type = Criminal
County = Gregg	Court Name = Precinct 1 Place 1 - Gregg County
From Date = 09/01/2013	To Date = 08/31/2014
	Total
New Cases Filed	2,084
+ Cases Reactivated	721
+ All Other Cases Added	0
+ Total Cases Disposed	2,058
= Total Cases Handled	4,863

Table 14 - Justice of Peace Court Average Weekly Cases (FY 2014)

Justice of the Peace Court (Fiscal 2014)	
Civil Cases	1,575
Criminal Cases	4,863
Total Cases	6,438
Weeks	52
Average Cases / Week	124

Adding the average of 124 Justice of the Peace Court cases to the 418 District Court cases during the week of September 22nd gives a total of 542± court cases during the week. Reported court “visitor” data (as provided by the department counts shown by Table 3) after excluding jurors (shown separately) was 1,486 “Court” Visitors. This is a ratio of 2.74 visitors per case.

Data obtained from the Texas Courts website (www.txcourts.gov) for cases handled in Fiscal 2014 (September 1, 2013 – August 31, 2014) by the District Courts for Gregg County showed 9,284 cases handled.

Table 15 - Gregg County Courthouse District Court Cases Fiscal 2014

Case Type	New Cases	Other Added	Reactivated	Disposed	Total
Criminal	1,186	322	0	1,384	2,892
Civil	419	3	0	463	885
Family	2,822	32	0	2,653	5,507
Sub-Total	4,427	357	0		
Total	4,784		0	4,500	9,284

This data combined with the 6,438 cases handled in the Justice of the Peace Court totals 15,722 cases adjudicated in the County Courts.

Table 16 - Total Cases Gregg County Courthouse (FY 2014)

Court	Added	Reactivated	Disposed	Total
District	4,784	0	4,500	9,284
Justice of Peace	2,828	721	2,889	6,438
Total	7,612	721	7,389	15,722

Assuming that the 542 cases handled during the week of September 22, 2014 represents a “typical” week, then multiplying this volume of cases by 52 would give 28,184 “case visits” (assuming a case will appear on the docket more than once). Dividing the 28,184 case visits by the 15,722 cases results in each case appearing an average of 1.79 times.

Population Data

As noted, the Texas Water Development Board website provided current and projected population data by county. www.twdb.state.tx.us/waterplanning/data/projections/2017/popproj.asp. The current (2013) population of Gregg County is 123,024. Although population projections provided by the Water Board go out to 2070, the Gregg County Courthouse parking need projections do not go beyond 2030 when the County is expected to have a population of 146,034.

Table 17 - Gregg County Population Forecast

**2016 Regional Water Plan
County Population Projection for 2020-2070**

COUNTY	P2020	P2030	P2040	P2050	P2060	P2070
GREGG	133,347	146,034	160,540	176,927	195,352	216,203

Using the FY 2014 number of Court Cases handled at the Gregg County Courthouse (15,715) and the current population (123,024), the current ratio is 127.7 cases for every 1,000 persons in Gregg County. Applying this same ratio to the projected population in future years, then it would be expected that within about five years (2020) that the caseload would increase to just over 17,000 cases annually and by 2030 it would have grown to 18,654 cases annually.

Table 18 - Court Case Projections per Population Forecast

	2014	2020	2030
Population Forecast	123,024*	133,347	146,034
Court Cases	15,715	17,034	18,654
Cases / 1,000 Population	127.74	127.74	127.74
<i>*2013 Population</i>			

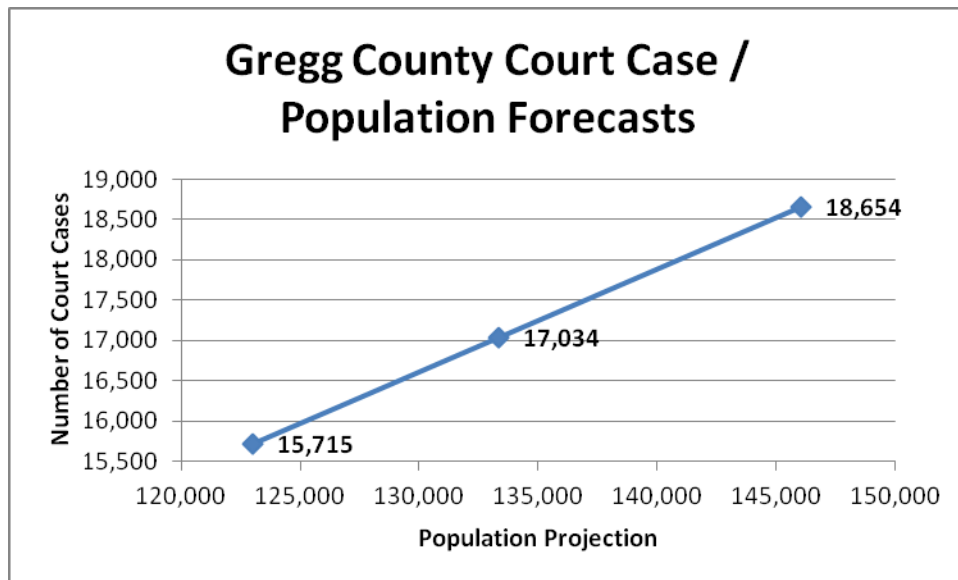


Figure 11 - Gregg County Court Case / Population Forecast

Projections of Court “Visitor” Needs

The next step in the process is to convert the projected number of court cases to number of court visitors coming to the Courthouse. The process uses existing ratios (as derived from collected data) applied to forecasts number of court cases in order to extrapolate future Court “visitor” parking needs. As the previous data has shown, by 2020 the population of Gregg County will be 133,347. Using the same ratios for cases per 1,000 population, the number of annual Court cases is expected to increase to 17,034. Based on the data during the one week of data collection, each case has an average of 2.74 visitors and each case appears on the docket an average of 1.79 times. This would mean that in 2020, 83,718 “court” visitors would come to the Courthouse or an average of 1,610 visitors per week. Because of the impact of jurors on Monday, correlating the number of Court visitors on a Monday is the desired value. The number of Court visitors on the surveyed Monday (September 22, 2014) equated to 16.76 percent of the weekly traffic. Using this same ratio applied to the 1,610 weekly visitors would mean that on a future Monday with the increased caseload we would expect 270 visitors as opposed to the 249 counted for the existing condition. By 2030, this will increase to 295 Monday visitors.

Table 19 - Court Visitor Parking Need Calculation

2014	2020	2030	
123,024	133,347	146,034	Gregg County Population
127.74	127.74	127.74	Cases / 1,000 Population
15,715	17,034	18,654	Expected Court Cases
2.74	2.74	2.74	Visitors / Case
43,085	46,701	51,145	Court Case Visitors
1.79	1.79	1.79	Number of Times Visitors come to Courthouse
77,236	83,718	91,685	Annual Court Case Visitors
52	52	52	Weeks
1,485	1,610	1,763	Weekly Court Case Visitors
16.76%	16.76%	16.76%	Pct on Peak Day (Monday) from Counts
249	270	295	Monday Visitor Volume (Court Cases)

Court Visitor Parking

The final step in the Court Visitor parking determination is to apply the daily volume of visitors as determined above to the parking demand model used for quantifying the current parking need. The same assumptions used for the current conditions were applied to derive the future parking needs. This included the assumptions that 60 percent of court visitors arrive by car, parked, and stayed for an average of 1 hour and 30 minutes. Arrival patterns used in the model, for both the existing and future conditions, assumed that 70 percent of the court cases were in the morning with 30 percent in the afternoon. **Table 20** demonstrates the number of parking spaces needed per the projected volume of Court cases.

Table 20 - Court Case Visitors Forecast Parking Need

Year	2014	2020	2030
Court Cases	15,715	17,034	18,654
Parking Spaces Needed (8:30 am / Monday)	107	116	127

The 107 spaces needed by court case visitors as is shown for 2014 in Table 20 above was included in the 296± total Courthouse visitor spaces needed as reflected in Figure 3 on page 2-14.

Therefore, if the calculated number of parking spaces needed by jurors and spaces needed by visitors to other departments remained constant, then the higher volume of court case visitors would mean an increase in the visitor parking space need. **The total Courthouse visitor space need** would increase by nine spaces from 296± spaces to 305± spaces by 2020 and an additional 11 spaces to 316± spaces by 2030. The next step in the process is to calculate the future parking

requirements for jurors and these other “short-term” Courthouse visitors (birth / death / marriage records, vehicle registration, passports etc).

Other Visitors (Short-Term Visits)

The Gregg County Courthouse is a destination for many other visits by the citizens of Gregg County who come for birth, death or marriage records, land sales, vehicle registrations, tax records, passports and numerous other purposes. Benchmarking the number of visits to population is much more difficult particularly in light of plans to digitize many records, making them available on-line and negating the need to come to the Courthouse. These short-term visits may also include various court submittals that are also in the process of allowing on-line filings, further reducing the need for some attorneys to come to the Courthouse to file certain paperwork. Because of these changes, Rich is of the opinion that these other visits may in fact decline. Even someone who may not have internet access at home may instead, for example, visit the Longview Public Library where they may be able to access the records they need and would not have to deal with the parking surrounding the Courthouse.

One component of the visitor parking determination for the existing conditions was based on the number of visitors counted at the various “short-term” departments. For the existing condition, this had a calculated requirement of about 50 spaces needed at any given time throughout the day (Section 2, page 2-11). As noted above, because of the difficulty in forecasting the need for someone to come to the Courthouse, Rich has prepared **Table 21** below. This Table is intended to demonstrate the impact on total number of visitors and short-term parking spaces needed assuming that the number of patrons coming to the Courthouse for these short-term needs increases by from five percent to 35 percent or decreases by these same values.

An increase of as much as 35 percent in the number of visitors on a Monday would mean that the 50 spaces currently needed would increase to as many as 67 spaces needed. The more likely condition, given the technological changes coming, would be a decrease in the number of patrons and parking spaces needed. At the extreme end here reflecting a 35 percent decline in the number of visits, the number of spaces needed essentially at any time throughout the day drops by 18± (following the same assumptions as applied to the existing conditions) from 50 spaces down to 32 spaces. A decrease of this magnitude would offset the 20-space increase in spaces forecast for “Court” visitors.

Table 21 – Alternative Parking Space Needs, Short-term Visitors.

Increasing Number of Other Visitors			Decreasing Number of Other Visitors		
Percentage Increase	Monday Visitors	Parking Spaces Needed	Percentage Decrease	Monday Visitors	Parking Spaces Needed
5%	806	52	-5%	730	47
10%	845	55	-10%	691	45
15%	883	57	-15%	653	42
20%	922	60	-20%	614	40
25%	960	62	-25%	576	37
30%	998	65	-30%	538	35
35%	1037	67	-35%	499	32

Juror Parking

Another component of the future parking needs is parking for jurors during jury calls on Mondays. Data collected for the existing condition had 240 jurors called on the selected Monday. This is assumed as a weekly average and translates into about 140 juror parking spaces needed on a Monday (peak day). A logical expectation that with an increasing number of court cases, there would be an increase in the number of jury trials and a consequent increase in the number of jurors called for jury duty. However, recent data suggests a decline in the number of civil trials that makes the potential increase a little less defined⁸. Using data between 1986 and 2005, civil case jury dispositions fell from 1.15 percent to 0.64 percent. Other data suggests that criminal trials may be declining as well also based on data between 1986 and 2005 where the rate of criminal dispositions by juries decreased from 1.06 percent to just 0.84 percent⁹.

Using the Texas Courts data and applying the 2005 proportion of cases decided by juries (0.84 percent) would mean 24 criminal jury trials if applied to the number of criminal cases for 2014 that would only increase to 26 by 2020 and 29 by 2030. For civil cases, the 0.64 percent rate would mean only about six cases annually decided by jury, which only increases to seven cases by 2030.

⁸ *Dallas Morning News* – Electronic Edition Published April 2, 2012

⁹ Justice Nathan A Hecht, (2006) Jury Trials Trending Down in Texas Civil Cases. Retrieved from http://aycocklaw.com/files/1_8_16_18_hecht_69TexBJ854.pdf

Data from state courts on the number of jury trials is difficult to come by. Data from Wisconsin in 2012 had 1.25% of criminal dispositions decided by a jury and just 0.22% of civil dispositions¹⁰. Applying these proportions to the number of criminal cases for 2014 in the District Courts of Gregg County would have 36 jury trials per year, which would only increase to 39 by 2020, and 43 annual trials by 2030. For civil trials, the proportion noted above would only mean about two trials a year that would not increase given the minimal number of civil cases in 2014 (885) in the District Courts and the increase to just 959 civil cases by 2020 and 1,050 civil cases by 2030.

Given these conditions, it appears unlikely that the number of jurors summoned on a Monday for jury calls would need to be significantly increased and potentially could decline if trends in declining jury trials continue.

Summary – Future Parking

The data on future conditions for Court Visitors, Short-term visitors and jurors suggests that increasing population will result in increases in the number of Court cases and consequently the number of Court visitors. However, the increase is not dramatic and only expected to be about 20 additional spaces needed. The increase in Court visitors however will likely be offset as fewer short-term visitors find the need to come to the Courthouse as they can access needed information on-line. In this case, a 35 percent decrease in short-term visitor traffic on a peak day (Monday) may result in 18± fewer spaces needed. The number of jurors needed may also decrease as trends for decreases in jury trials may result in fewer jurors needed with only about three more trials annually by 2020 and 7 more jury trials annually by 2030. Increases in the number of cases however also suggests that even if the trend in reduced jury trials does not continue, the increases, if any, in the number of jurors needed to be called are likely to be extremely limited.

The data suggests that the number of parking spaces needed in the future may remain the same as currently required. The total of 592± parking spaces needed by visitors and staff compared to the available supply (351) results in a current deficit of 241± spaces. Unless services are moved off-site, the number of staff is reduced, or additional parking developed, this level of parking demand (and parking deficit) is likely to continue for the near future of the next 15 years.

¹⁰ <http://www.msm-law.com/the-disappearing-jury-trial-implications-for-the-justice-system>

SECTION 5 – CONCLUSIONS AND RECOMMENDATIONS

Conclusions

The analysis of visitor and staff parking for the Gregg County Courthouse shows that the visitor parking at the Courthouse is short by 182± spaces and staff parking is short another 59± spaces. Combined, this gives a total existing deficit of 241± spaces.

Because on street parking is the only available parking for Courthouse visitors and just 64± two-hour plus nine handicap accessible spaces surround the Courthouse, many visitors will need to park on adjacent blocks which are not guaranteed as available. Because these spaces may be in front of other offices or businesses, use of these spaces by Courthouse visitors potentially displaces staff or visitor parking to these other businesses. The two-hour on street time limit may also be insufficient for visitors needs (particularly court participants) and may result in a city issued parking citation. Compounding the visitor-parking problem is inadequate supply to serve County staff working at the Courthouse or out of the North Jail Facility who may have to compete with Gregg County citizens for the available on street parking supply.

Future growth in the number of Court cases may result in increasing court participants or visitors but this increasing parking load is likely to be at least partially offset by decreasing need for some other “short-term” visitors to come to the Courthouse, as many records and court filings may be available on-line for remote access. In the case of parking needed by potential jurors, trends in decreasing jury trials may further reduce the need for the number of jurors summoned. Even if the downward trend is halted, the increased caseload may still only result in a minimal increase in the annual number of jury trials held at the Courthouse, which in turn is not likely to create an appreciable increase in the number of jurors or juror parking spaces needed.

The existing peak day combined deficit for staff and visitors is calculated as 241± spaces on a Monday morning. Parking demand is not expected to change significantly over the next 5 to 15 years as increases in one aspect of visitor parking are likely offset by decreases in others. Without any changes to the existing parking supply, Rich is of the opinion that the peak day parking deficit will remain at 241± spaces.

Alternatives

The only parking for visitors to the Courthouse is on street. Assuming that visitor spaces must be within 300 feet of a building entrance then only about 114± spaces are available which means that visitors are short by about 182± spaces. This forces visitors to park further from the Courthouse and thus adversely affect other businesses. With little land available near the Courthouse on which to provide additional surface parking, one possible solution would be to re-allocate the employee lot north of the Courthouse for visitor use. These 138 additional “visitor” spaces would help but even in conjunction with the on street parking, the visitor parking needs would not be entirely met within a reasonable distance.

With staff already about 59± spaces short, re-allocating the employee lot for visitor use and eliminating it from use by staff would mean that 197± additional staff spaces would be needed (138 from lot plus 59-space deficit) in addition to the spaces used by staff at the North Jail Facility. Use of municipal spaces south of the railroad tracks has already been discussed as unacceptable for use by most staff who perceives both the trains and the distance as significant barriers.

Option 1 – Surface Lot Expansion

The County could seek out opportunities to acquire land on which to construct or provide additional surface parking for either visitors or staff. This could also include supplementing staff or visitor parking by making agreements with nearby entities for use of a certain number of any surplus parking they may have. The County could agree to post appropriate signage designating the use of the spaces by County staff or visitors during “Court” hours.

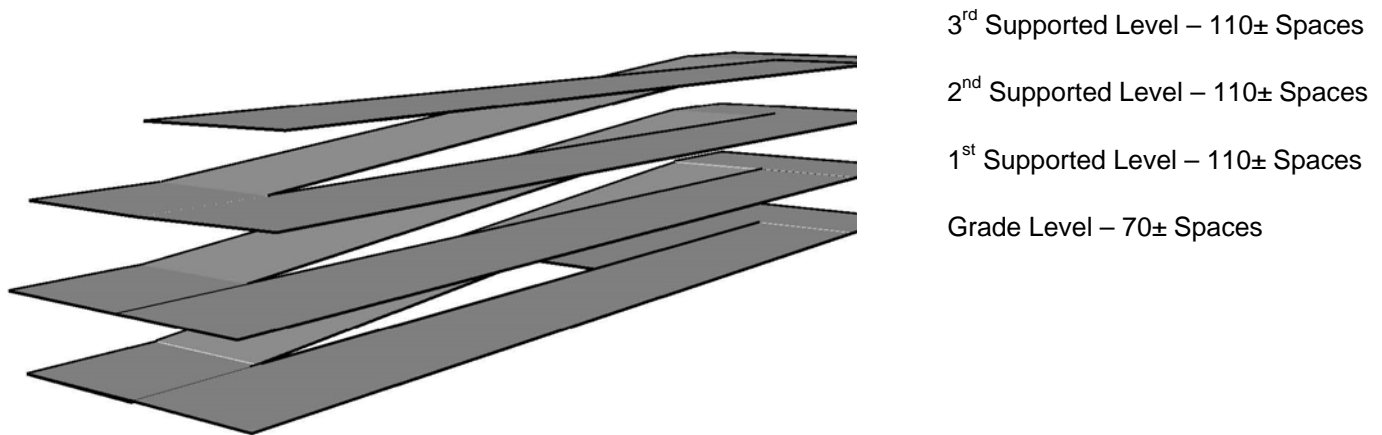
Option 2 – Construct Four Level Parking Garage

The option that gives the County the most control over its parking needs is construction of its own parking garage. The most likely site, since it already owns the land, is the employee lot just north of the Courthouse. A facility constructed on this site (leaving the cooling towers intact) could provide 400± spaces in a parking structure consisting of grade and three supported floors. After subtracting the 138± existing spaces lost at grade to the footprint of the structure, this would provide a net addition to the County parking supply of approximately 262± spaces. Assuming a construction cost of \$65 per square foot, this facility would have a construction cost estimated at \$8.3 million.

Any additional surface parking that the County is able to provide, either through property acquisition or agreements for use of additional supply, may be able to reduce the size of the parking garage constructed and therefore save some costs.



Advantages	Disadvantages
<ul style="list-style-type: none"> 1) Provides sufficient capacity to satisfy County staff and visitor parking needs 2) Convenient to Courthouse 3) County owns land 4) Could provide additional secure parking for County officials 	<ul style="list-style-type: none"> 1) Expensive (\$8.3 million) plus



Recommendations

The development of a combination of surface parking and parking structure appears to be the best choice for meeting the long-term parking needs of Courthouse staff and visitors. This choice also should result in reduced costs. The actual savings will be determined by whether the County acquires additional land (and the cost of this acquisition) and constructs additional surface parking or simply seeks partnership opportunities with nearby entities for use of their surplus spaces. It will also be dependent on the magnitude of the amount of off-street surface parking provided and by how much this affects the reduction in the capacity of the garage that needs to be constructed to meet the County parking needs currently and for the foreseeable future.

Appendix

**Table A
Gregg County Courthouse
Off-Street Parking Detail**

Block	Description	Inc	Capacity Reg	Reg Code	Vac Vacant	PVC Private Commercial	PVO Private Office	PCH Private Church Lot	PVR Private Retail	RES Residential	PBP Public Permit Lot	PB2 Public 2 Hour	GCE Gregg County Employee	GCL Gregg County Law Enforce ment	GCV Gregg County Visitor
1	Block 1 Total		0		0	0	0	0	0	0	0	0	0	0	0
2	A Fast Action Bail Bonds (Vac)		5	VAC	5										
	B Advantage Auto		24	PVC		24									
	C Law Office		7	PVO			7								
	D Private Office Building		19	PVO			19								
	E Law Office (428 N. Fredonia)		13	PVO			13								
	F Pyramid Medical (438 N. Fredonia)		7	PVC		7									
	G Bass Law Offices (440 N. Fredonia)		5	PVO			5								
	H CS Cutting Company (444 N. Fredonia)		13	PVC		13									
	Block 2 Total		93		5	44	44	0	0	0	0	0	0	0	0
3	I Cash Advance Store / Title Express		5	PVR					5						
	J Hot Dog Express		18	PVR					18						
	K Davita Dialysis		73	PVC		73									
	L Fredonia Building		62	PVO			62								
	M Fredonia Building		8	PB2								8			
	N County Employee Lot		138	GCE									138		
	O Longview Chamber of Commerce		41	PVO			41								
	P Law Office		31	PVO			31								
	Q Law Office		32	PVO			32								
	R Masonic Temple		50	PVC		50									
	Block 3 Total		345		0	73	103	0	23	0	0	8	138	0	0
4	S Mobil Gas Station (Vacant)		11	VAC	11										
	T Insurance Agency (N. High St)		9	PVO			9								
	U Westco Tire		10	PVC		10									
	V Muffler Shop		6	PVR					6						
	W Apts		11	RES						11					
	X Center St. Professional Bldg		34	PVO			34								
	Y 415 Center St		51	PVO			51								
	Z County Correction Center West (Probation)		51	GCE									51		
	Z County Correction Center East (Citizens)		47	GCV											47
	Z County Correction Center Jail Vehicles		9	GCL											9
	Z County Correction Center Patrol Vehicles		8	GCL											8
	Z County Correction Center Handicap		3	GCV											3
	Block 4 Total		250		11	10	94	0	6	11	0	0	51	17	47
5	AA Taco Bell		26	PVR					26						
	AB Habitat for Humanity Re-Store		16	PVR					16						
	AC Commerical Business		29	PVC		29									
	Block 5 Total		71		0	29	0	0	42	0	0	0	0	0	0

**Table A
Gregg County Courthouse
Off-Street Parking Detail**

Block	Description	Inc	Reg	Reg Code	Vacant	Private Commercial	Private Office	Private Church Lot	Private Retail	Residential	Public Permit Lot	Public 2 Hour	Gregg County Employee	GCL Gregg County Law Enforcement	GCV Gregg County Visitor
6	AD Strip Mall (High Street)		179	PVR					179						
	AE Strip Mall Methvin Street Side Parking		11	PVR					11						
	Block 6 Total		190		0	0	0	0	190	0	0	0	0	0	0
7	AF Presbyterian Church Lot		77	PCH				77							
	AG Oil Field Expo (315 N Center St.)		8	PVC		8									
	AH James Bail Bonds		3	PVC		3									
	AI Presbyterian Church Lot		7	PCH				7							
	Block 7 Total		95		0	11	0	84	0	0	0	0	0	0	0
8	AJ Courthouse Controlled Parking		16	GCE									16		
	Block 8 Total		16		0	0	0	0	0	0	0	0	16	0	0
9	AK Private Lot		43	PVC		43									
	AL Post Office Lot		36	PVC		36									
	AM Post Office Loading		7	PVC		7									
	Block 9 Total		86		0	86	0	0	0	0	0	0	0	0	0
10	AN First United Methodist Church		102	PCH				102							
	AO First United Methodist Church		37	PCH				37							
	AP First United Methodist Church		14	PCH				14							
	Block 10 Total		153		0	0	0	153	0	0	0	0	0	0	0
11	AQ Law Office (422 N. Green St.)		13	PVO			13								
	AR Custom Care Orthopedic Bracing		5	PVC		5									
	AS Aero Care		8	PVC		8									
	AT Mountain Supply Service		33	PVC		33									
	AU Mountain Supply Service		5	PVC		5									
	AV Law Office (410 N. Green St.)		10	PVO			10								
	Block 11 Total		74		0	51	23	0	0	0	0	0	0	0	0
12	AW Law Office (404 N. Green St)		30	PVO			30								
	AX Texas Bank and Trust		26	PVC		26									
	Block 12 Total		56		0	26	30	0	0	0	0	0	0	0	0
13	AY Texas Bank and Trust		73	PVC		73									
	AZ Texas Bank and Trust		93	PVC		93									
	BA Texas Bank and Trust		30	PVC		30									
	BB Texas Bank and Trust Visitors		8	PVC		8									
	BC Texas Bank and Trust		5	PVC		5									
	Block 13 Total		209		0	209	0	0	0	0	0	0	0	0	0
14	BD Weaver Building		47	PVO			47								
	BE Longview News Journal Permit Only		40	PVC		40									
	BF Longview News Journal Visitor		41	PVC		41									

**Table A
Gregg County Courthouse
Off-Street Parking Detail**

Block	Description	Inc	Reg	Reg Code	Vacant	Private Commercial	Private Office	Private Church Lot	Private Retail	Residential	Public Permit Lot	Public 2 Hour	Gregg County Employee	GCL Gregg County Law Enforcement	GCV Gregg County Visitor
	Block 14 Total		128		0	81	47	0	0	0	0	0	0	0	0
15	BQ Leased Spaces		45	PBP							45				
	Block 15 Total		45		0	0	0	0	0	0	45	0	0	0	0
16	BG Regions Bank Lot		36	PVC		36									
	BH Regions Bank Parking (Above)		50	PVC		50									
	Block 16 Total		86		0	86	0	0	0	0	0	0	0	0	0
17	BI Downtown Flooring		8	PVC		8									
	BJ Law Office Parking (Stacked)		5	PVO			5								
	Block 17 Total		13		0	8	5	0	0	0	0	0	0	0	0
18	BK Back Street Grill		26	PVR					26						
	BL Permit Lot ?		118	PBP							118				
	Block 18 Total		144		0	0	0	0	26	0	118	0	0	0	0
19	BM Texas Cleaners/Laundry & Best Buy Beauty		22	PVC		22									
	BN 211 Tyler		11	PVC		11									
	Block 19 Total		33		0	33	0	0	0	0	0	0	0	0	0
20	No Off-Street Spaces														
	Block 20 Total		0		0	0	0	0	0	0	0	0	0	0	0
21	BO Alley Parking		2	PVC		2									
	BP Alley Parking		2	PVC		2									
	Block 21 Total		4		0	4	0	0	0	0	0	0	0	0	0
22	Old Bank Parking Garage		127	PVC		127									
	Block 22 Total		127		0	127	0	0	0	0	0	0	0	0	0
23	No Off-Street Spaces														
	Block 23 Total		0		0	0	0	0	0	0	0	0	0	0	0
	TOTAL		2,091		16	751	346	237	287	11	163	8	205	17	47

Table B
Gregg County Courthouse
On-Street Parking Supply within 2 Block Radius

Block	Block Face	Reserved Law Enforcement	Free	2-Hour	Long-Term	Loading Zone	Handicap	15 Minute	Church Reserved	Block Total
1	A									
	B									
	C									
	D									
Block 1 Total		<i>No On-Street Parking This Block</i>								
2	A									
	B									
	C									
	D									
Block 2 Total		<i>No On-Street Parking This Block</i>								
3	A									
	B			8						
	C	7	3							
	D									
Block 3 Total		7	3	8	0	0	0	0	0	18
4	A									
	B									
	C				12					
	D									
Block 4 Total		0	0	0	12	0	0	0	0	12
5	A									
	B									
	C									
	D									
Block 5 Total		<i>No On-Street Parking This Block</i>								
6	A									
	B									
	C									
	D									
Block 6 Total		<i>No On-Street Parking This Block</i>								
7	A									
	B		9			2	1			
	C				16					
	D									
Block 7 Total		0	9	0	16	2	1	0	0	28
8	A	9		4			7			
	B			19			2			
	C			30						
	D	6		11						
Block 8 Total		15	0	64	0	0	9	0	0	88

Table B
Gregg County Courthouse
On-Street Parking Supply within 2 Block Radius

Block	Block Face	Reserved Law Enforcement	Free	2-Hour	Long-Term	Loading Zone	Handicap	15 Minute	Church Reserved	Block Total
9	A			16						
	B			14						
	C			26						
	D			2			2	6		
Block 9 Total		0	0	58	0	0	2	6	0	66
10	A									
	B									
	C			13						
	D			14	7	2	8		5	
Block 10 Total		0	0	27	7	2	8	0	5	49
11	A									
	B									
	C									
	D									
Block 11 Total		<i>No On-Street Parking This Block</i>								
12	A									
	B									
	C									
	D									
Block 12 Total		<i>No On-Street Parking This Block</i>								
13	A			12						
	B									
	C			16						
	D			12						
Block 13 Total		0	0	40	0	0	0	0	0	40
14	A		3	13						
	B			9						
	C									
	D			8						
Block 14 Total		0	3	30	0	0	0	0	0	33
15	A			15						
	B			3			1			
	C									
	D			9						
Block 15 Total		0	0	27	0	0	1	0	0	28
16	A			10						
	B			7			1			
	C									
	D			8						
Block 16 Total		0	0	25	0	0	1	0	0	26

Table B
Gregg County Courthouse
On-Street Parking Supply within 2 Block Radius

Block	Block Face	Reserved Law Enforcement	Free	2-Hour	Long-Term	Loading Zone	Handicap	15 Minute	Church Reserved	Block Total
17	A			21						
	B			6						
	C									
	D									
Block 17 Total		0	0	27	0	0	0	0	0	27
18	A									
	B			10						
	C									
	D									
Block 18 Total		0	0	10	0	0	0	0	0	10
19	A									
	B									
	C									
	D									
Block 19 Total		0	0	0	0	0	0	0	0	0
20	A									
	B			7						
	C			26			1			
	D									
Block 20 Total		0	0	33	0	0	1	0	0	34
21	A									
	B			8			1			
	C			23			2			
	D			9						
Block 21 Total		0	0	40	0	0	3	0	0	43
22	A									
	B									
	C			17			1			
	D			7			1			
Block 22 Total		0	0	24	0	0	2	0	0	26
23	A									
	B		5							
	C		6							
	D			8			1			
Block 23 Total		0	11	8	0	0	1	0	0	20
20-1	A			22			3			25
21-1	A			23			2			25
22-1	A			18			1			19
Grand Total		22	26	484	35	4	35	6	5	617

Table C
Peak Hour Occupancy Study Results
Thursday, September 18, 2014

Lot / Block Face	Capacity	8:00 AM		9:00 AM		10:00 AM		11:00 AM		12:00 PM		1:00 PM		2:00 PM		3:00 PM		4:00 PM	
		# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup
7B	11	11	100.0%	8	72.7%	9	81.8%	6	54.5%	5	45.5%	8	72.7%	8	72.7%	5	45.5%	3	27.3%
8A	4	3	75.0%	2	50.0%	4	100.0%	2	50.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%	3	75.0%
8B	21	21	100.0%	21	100.0%	20	95.2%	18	85.7%	17	81.0%	21	100.0%	21	100.0%	16	76.2%	9	42.9%
8C	30	30	100.0%	30	100.0%	24	80.0%	19	63.3%	16	53.3%	27	90.0%	22	73.3%	12	40.0%	6	20.0%
8D	11	10	90.9%	10	90.9%	7	63.6%	9	81.8%	9	81.8%	11	100.0%	10	90.9%	11	100.0%	6	54.5%
9D	4	2	50.0%	2	50.0%	4	100.0%	3	75.0%	2	50.0%	4	100.0%	3	75.0%	4	100.0%	2	50.0%
15D	9	8	88.9%	9	100.0%	7	77.8%	6	66.7%	8	88.9%	6	66.7%	4	44.4%	6	66.7%	5	55.6%
16A	10	10	100.0%	9	90.0%	4	40.0%	3	30.0%	0	0.0%	9	90.0%	7	70.0%	5	50.0%	3	30.0%
16B	8	2	25.0%	4	50.0%	4	50.0%	3	37.5%	8	100.0%	7	87.5%	1	12.5%	2	25.0%	3	37.5%
16D	8	8	100.0%	8	100.0%	8	100.0%	8	100.0%	8	100.0%	5	62.5%	6	75.0%	4	50.0%	4	50.0%
17A	21	4	19.0%	9	42.9%	10	47.6%	9	42.9%	8	38.1%	16	76.2%	15	71.4%	8	38.1%	9	42.9%
17B	6	4	66.7%	5	83.3%	1	16.7%	1	16.7%	3	50.0%	4	66.7%	2	33.3%	2	33.3%	2	33.3%
Sub-Total T/O	143	113	79.0%	117	81.8%	102	71.3%	87	60.8%	87	60.8%	121	84.6%	102	71.3%	78	54.5%	55	38.5%
3B	8	2	25.0%	4	50.0%	2	25.0%	6	75.0%	7	87.5%	8	100.0%	6	75.0%	8	100.0%	7	87.5%
3C	3	3	100.0%	3	100.0%	3	100.0%	2	66.7%	3	100.0%	3	100.0%	3	100.0%	3	100.0%	2	66.7%
3C (Law Enforcement)	7	7	100.0%	7	100.0%	7	100.0%	5	71.4%	2	28.6%	6	85.7%	5	71.4%	5	71.4%	5	71.4%
7C	16	14	87.5%	15	93.8%	15	93.8%	15	93.8%	13	81.3%	16	100.0%	14	87.5%	15	93.8%	10	62.5%
8A HCP	7	7	100.0%	8	114.3%	6	85.7%	5	71.4%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%
8A (Law Enforcement)	9	9	100.0%	8	88.9%	9	100.0%	5	55.6%	6	66.7%	9	100.0%	8	88.9%	8	88.9%	9	100.0%
8D (Law Enforcement)	6	6	100.0%	6	100.0%	6	100.0%	3	50.0%	2	33.3%	3	50.0%	4	66.7%	4	66.7%	5	83.3%
9A	16	11	68.8%	5	31.3%	4	25.0%	3	18.8%	3	18.8%	6	37.5%	3	18.8%	1	6.3%	1	6.3%
10D	36	31	86.1%	35	97.2%	34	94.4%	32	88.9%	26	72.2%	23	63.9%	24	66.7%	26	72.2%	23	63.9%
13D	12	3	25.0%	4	33.3%	5	41.7%	4	33.3%	2	16.7%	3	25.0%	5	41.7%	6	50.0%	6	50.0%
14A	16	4	25.0%	5	31.3%	5	31.3%	6	37.5%	5	31.3%	4	25.0%	7	43.8%	6	37.5%	6	37.5%
14B	9	7	77.8%	8	88.9%	7	77.8%	6	66.7%	8	88.9%	9	100.0%	8	88.9%	8	88.9%	6	66.7%
20AA	25	6	24.0%	9	36.0%	11	44.0%	15	60.0%	12	48.0%	12	48.0%	12	48.0%	9	36.0%	13	52.0%
20B	7	2	28.6%	1	14.3%	2	28.6%	5	71.4%	6	85.7%	3	42.9%	1	14.3%	1	14.3%	2	28.6%
20C	27	9	33.3%	10	37.0%	13	48.1%	18	66.7%	17	63.0%	14	51.9%	16	59.3%	14	51.9%	16	59.3%
21AA	25	17	68.0%	19	76.0%	23	92.0%	25	100.0%	20	80.0%	20	80.0%	14	56.0%	12	48.0%	14	56.0%
21B	9	0	0.0%	0	0.0%	2	22.2%	6	66.7%	7	77.8%	7	77.8%	6	66.7%	3	33.3%	3	33.3%
21C	25	20	80.0%	19	76.0%	21	84.0%	24	96.0%	24	96.0%	23	92.0%	19	76.0%	15	60.0%	17	68.0%
21D	9	0	0.0%	3	33.3%	5	55.6%	6	66.7%	8	88.9%	8	88.9%	4	44.4%	3	33.3%	6	66.7%
22AA	19	3	15.8%	7	36.8%	9	47.4%	12	63.2%	7	36.8%	9	47.4%	7	36.8%	8	42.1%	9	47.4%
22C	18	9	50.0%	8	44.4%	10	55.6%	12	66.7%	9	50.0%	12	66.7%	13	72.2%	10	55.6%	12	66.7%
22D	8	6	75.0%	5	62.5%	6	75.0%	7	87.5%	7	87.5%	2	25.0%	4	50.0%	7	87.5%	4	50.0%
23C	6	5	83.3%	6	100.0%	6	100.0%	6	100.0%	5	83.3%	4	66.7%	5	83.3%	4	66.7%	1	16.7%
Sub-Total On-Street	466	294	63.1%	312	67.0%	313	67.2%	315	67.6%	290	62.2%	329	70.6%	294	63.1%	258	55.4%	236	50.6%
Davita Dialysis (K)	73	20	27.4%	24	32.9%	21	28.8%	17	23.3%	13	17.8%	14	19.2%	20	27.4%	26	35.6%	22	30.1%
Fredonia Bldg (L)	62	9	14.5%	13	21.0%	13	21.0%	15	24.2%	10	16.1%	21	33.9%	18	29.0%	17	27.4%	18	29.0%
County Emp. Lot (N)	138	84	60.9%	121	87.7%	121	87.7%	123	89.1%	98	71.0%	93	67.4%	110	79.7%	106	76.8%	97	70.3%
Detention Ctr Emp (Z)	56	47	83.9%	44	78.6%	47	83.9%	43	76.8%	32	57.1%	42	75.0%	44	78.6%	44	78.6%	45	80.4%
Detention Ctr Front (Z)	50	41	82.0%	45	90.0%	44	88.0%	42	84.0%	33	66.0%	39	78.0%	39	78.0%	43	86.0%	41	82.0%
Detention Ctr Hcp (Z)	3	1	33.3%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Detention Ctr Jail Veh (Z)	7	6	85.7%	5	71.4%	5	71.4%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%	4	57.1%
Detention Ctr Patrol (Z)	8	8	100.0%	8	100.0%	8	100.0%	8	100.0%	7	87.5%	7	87.5%	7	87.5%	8	100.0%	7	87.5%
Strip Mall Lot (AD)	191	18	9.4%	42	22.0%	48	25.1%	37	19.4%	35	18.3%	34	17.8%	26	13.6%	26	13.6%	22	11.5%
Private Lot (AK)	43	17	39.5%	19	44.2%	19	44.2%	19	44.2%	20	46.5%	19	44.2%	21	48.8%	20	46.5%	11	25.6%
Post Office Lot (AL)	36	11	30.6%	14	38.9%	19	52.8%	18	50.0%	17	47.2%	14	38.9%	11	30.6%	11	30.6%	9	25.0%
First United Meth. Chrch (AN)	102	36	35.3%	44	43.1%	38	37.3%	36	35.3%	31	30.4%	33	32.4%	32	31.4%	30	29.4%	21	20.6%
First United Meth. Chrch (AO)	37	0	0.0%	1	2.7%	1	2.7%	4	10.8%	10	27.0%	3	8.1%	1	2.7%	2	5.4%	2	5.4%
Law Office 401 N. Green (AW)	30	10	33.3%	18	60.0%	18	60.0%	13	43.3%	11	36.7%	15	50.0%	15	50.0%	16	53.3%	14	46.7%
Texas Bank and Trust (AX)	26	16	61.5%	19	73.1%	17	65.4%	15	57.7%	16	61.5%	17	65.4%	20	76.9%	20	76.9%	21	80.8%
Texas Bank and Trust (AY)	179	86	48.0%	100	55.9%	99	55.3%	98	54.7%	93	52.0%	93	52.0%	105	58.7%	105	58.7%	99	55.3%
Texas Bank and Trust (BA)	30	10	33.3%	12	40.0%	14	46.7%	11	36.7%	7	23.3%	14	46.7%	17	56.7%	15	50.0%	12	40.0%
Texas Bank and Trust Vis (BB)	8	1	12.5%	3	37.5%	3	37.5%	3	37.5%	2	25.0%	3	37.5%	5	62.5%	5	62.5%	5	62.5%

Table C
Peak Hour Occupancy Study Results
Thursday, September 18, 2014

Lot / Block Face	Capacity	8:00 AM		9:00 AM		10:00 AM		11:00 AM		12:00 PM		1:00 PM		2:00 PM		3:00 PM		4:00 PM	
		# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup	# Occup	% Occup
Texas Bank and Trust (BC)	5	4	80.0%	4	80.0%	4	80.0%	4	80.0%	3	60.0%	3	60.0%	3	60.0%	4	80.0%	3	60.0%
Longview News Journal (BE & BD)	87	34	39.1%	40	46.0%	45	51.7%	41	47.1%	36	41.4%	43	49.4%	45	51.7%	45	51.7%	40	46.0%
News Journal Lot (BF)	41	25	61.0%	30	73.2%	28	68.3%	26	63.4%	24	58.5%	26	63.4%	29	70.7%	27	65.9%	30	73.2%
Regions Bank Lot (BG)	36	1	2.8%	1	2.8%	1	2.8%	2	5.6%	2	5.6%	1	2.8%	2	5.6%	2	5.6%	1	2.8%
Downtown Flooring (BI)	8	3	37.5%	5	62.5%	7	87.5%	6	75.0%	4	50.0%	6	75.0%	6	75.0%	5	62.5%	4	50.0%
Back Street Grill (BK)	26	2	7.7%	3	11.5%	3	11.5%	3	11.5%	19	73.1%	8	30.8%	7	26.9%	5	19.2%	9	34.6%
Permit Lot (BL)	118	32	27.1%	39	33.1%	41	34.7%	35	29.7%	29	24.6%	36	30.5%	40	33.9%	36	30.5%	31	26.3%
TX Cleaners/Best Buy Beauty (BM)	22	4	18.2%	4	18.2%	6	27.3%	8	36.4%	7	31.8%	6	27.3%	5	22.7%	6	27.3%	4	18.2%
211 Tyler (BN)	11	1	9.1%	2	18.2%	3	27.3%	3	27.3%	3	27.3%	4	36.4%	6	54.5%	4	36.4%	5	45.5%
Off-Street Parking	1,433	527	36.8%	660	46.1%	673	47.0%	634	44.2%	566	39.5%	598	41.7%	638	44.5%	632	44.1%	577	40.3%
Combined	1,899	821	43.2%	972	51.2%	986	51.9%	949	50.0%	856	45.1%	927	48.8%	932	49.1%	890	46.9%	813	42.8%