



## MEMORANDUM

**TO:** Mayor and Council Members

**CC:** Marc A. Ott, City Manager  
Robert Goode, P.E., Assistant City Manager

**FROM:** Robert Spillar, P.E., Director, Austin Transportation Department

**DATE:** June 15, 2015

**SUBJECT:** Modifications to Austin City Hall garage plans

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In a [Memo to Mayor and Council dated May 27, 2015](#), the Austin Transportation Department outlined plans to reverse the entrance and exit of the Austin City Hall garage, modify the below ground parking configuration, and raise the rates for all users with the exception of City employees and customers doing business at City Hall. This plan is a piece of the [City Manager's Traffic Congestion Action](#) Plan announced at the March 27 press conference as a project to help improve mobility. It is designed to address community member concerns about parking accessibility at City Hall and to alleviate congestion in and around the garage.

After receiving feedback from employees and Austin City Council staff, the Austin Transportation Department has made modifications to the original plan outlined below. City Hall employees will be provided a reserved parking area and all employees will continue to enjoy free parking at City Hall at this time.

### **Employee Parking at City Hall**

In order to make the garage entrance and exit reversal operate effectively and at the same time improve the interior garage traffic flow, the City Hall employees will continue to park in a reserved parking area but the location of employee parking is moving. In the current garage configuration, Austin City Hall employees and some upper-management level employees from other facilities have a reserved parking area that takes up the west half of the parking garage.

In order to provide parking for City Hall employees, the Austin Transportation Department has modified the plans to include a designated area for employees on the P3 level of the garage during business hours. The spaces will be reserved for Austin City Hall employees only; employees visiting from other facilities will not be permitted to park in this area. The Austin Transportation Department estimates that there will be roughly 250 reserved spaces, based on the typical employee usage. This should be plenty of parking for City Hall employees. Additionally, the 32 spaces currently reserved for Austin City Council staff will be maintained on P1. There will be no modification to parking where Austin City Council members and the City Manager's Office park on the basement level of the garage.

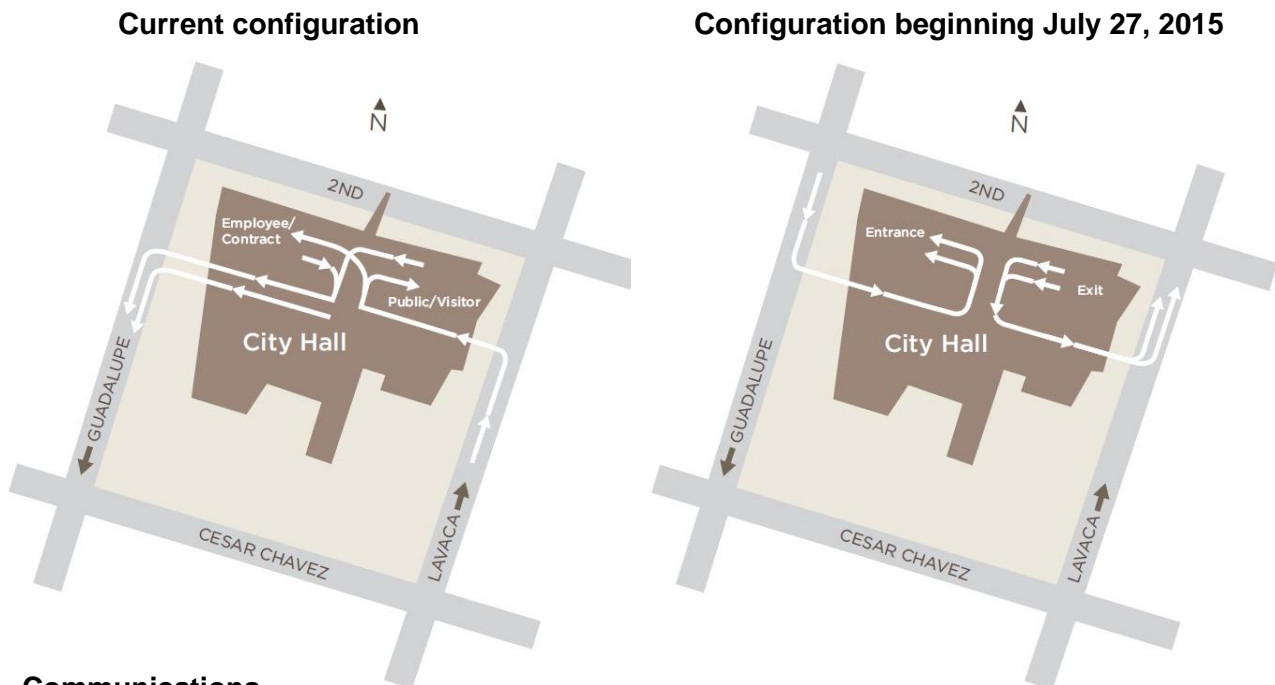
Reserving employee parking on P3 ensures that City of Austin customers are provided as many parking options as possible when visiting City Hall on P1 and P2, and with increase over

the current available parking. City Hall employees will be issued up to two parking stickers that must be displayed on their vehicle, and will be required to provide their license plate number for verification. City employees at other facilities are highly encouraged to walk, take transit, carpool, ride a bike, or use the employee shuttle to get to and from meetings at City Hall.

### Entrance/Exit Reversal

The reversal of the entrance and exit will move forward as scheduled. The current configuration of the garage has caused several operational challenges. The Transportation Department believes that this reconfiguration will increase mobility and parking accessibility in the Downtown area, and will also improve overall operation and management of the downtown parking system.

Beginning July 27, 2015, people parking at the City Hall garage will enter the garage from Guadalupe Street and exit the garage on Lavaca Street; this configuration is the opposite of what currently exists. Once inside the parking structure, all drivers will proceed into the parking area through the left side of the garage, and exit the parking area from the right side, moving counterclockwise through the garage.



### Communications

To inform stakeholders about these changes, the Austin Transportation Department has launched a website with information about the changes: [www.AustinTexas.gov/CityHallParking](http://www.AustinTexas.gov/CityHallParking). Additional communications will include multiple notifications to City of Austin employees, 2<sup>nd</sup> Street businesses and customers, City of Austin customers, current contract parkers, local valet companies, local media and Downtown Austin residents and employees. In addition to distribution of information via fliers and email notification, once the reconfiguration is complete, a staff person will be stationed at the entrance and exit of the garage to help direct people wishing to park in the garage.

As always, the Austin Transportation Department encourages City Hall and Downtown Austin visitors and employees to use the nearby Capital Metro bus routes, pedestrian and bike facilities, carpool/vanpool and other [non-auto travel options](#) to get to and from City Hall.

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If you have any additional questions about the changes that will take place in July, please contact Cheyenne Krause at (512) 974-7907 or [Cheyenne.Krause@austintexas.gov](mailto:Cheyenne.Krause@austintexas.gov).