



CITY COUNCIL WORK SESSION MEETING

AGENDA SECTION	WORK SESSION
MEETING DATE	JANUARY 5, 2026

ITEM:	Ratio Request for Use of City Hall External Parking Lot. (5 Minutes)		
<i>Presenting Item: Aaron Chirpich, City Manager</i>			
DEPARTMENT: Administration		BY/DATE: Aaron Chirpich / December 30, 2025	
CORE CITY STRATEGIES: <i>(please indicate areas that apply by adding an "X" in front of the selected text below)</i>			
_Community that Grows with Purpose and Equity		_Engaged, Effective and Forward-Thinking	
_High Quality Public Spaces		_Resilient and Prosperous Economy	
X Safe, Accessible and Built for Everyone		_Inclusive and Connected Community	

BACKGROUND

Staff from the management team at Ratio apartments have reached out to the City requesting use of the City owned external parking lot located at the northeast corner of the City Hall/Ratio redevelopment site. The Ratio apartment complex is managed by the Sail Property Management Company. Sail management has been successful in leasing all the resident parking stalls located inside of the building and this has displaced their on-site staff that were using the un-leased spaces during the day. Sail management has requested the use of four spaces for their staff to park during normal business hours.

SUMMARY OF CURRENT STATUS

The parking lot in question was developed by the City to serve as overflow parking for City vehicles that reside at City Hall, and to also serve as parking for staff attending evening meetings at City Hall. The lot has a total of 14 parking spaces with one space dedicated as ADA accessible parking only. During regular business hours, City Hall staff park their vehicles inside of the building in a shared portion of the garage that is not accessible to the public. This parking arrangement is governed by a parking license agreement that is articulated as part of the condo association master agreement. Staff can park in the internal garage Monday-Friday from 7:30 a.m. to 5:00 p.m. If staff are at City Hall past 5:00 p.m. for a meeting, or for other work, they are required to move their vehicle to the external lot to allow ratio residents to use the internal shared spaces. The City leases the internal shared parking spaces for \$60 per stall, per month.

STAFF RECOMMENDATION

Staff are generally supportive of the request by Sail management to use the external lot for employee parking during regular business hours. The external lot has never reached capacity by City staff to date and the use by Sail staff would be complimentary to the timing needs of staff. In other words, as staff are required to move their vehicles from the inside garage, Sail management staff would be required to move from the external lot. If the Council is open to the idea of shared use of the external lot, staff would propose a lease rate of \$30 per stall, per month and ensure that the agreement could be terminated quickly if the parking needs of the City change.

Requested Council Action/ Discussion Topics / Key Questions

(Briefly state the specific action staff is requesting of the City Council, if any. For example: provide direction, discuss options, or review information.)

Staff would like Council feedback regarding the proposed shared use of the parking lot. If the Council supports the partnership, staff will prepare a parking license agreement for approval by the Council at the January 26th Council meeting.

ATTACHMENT(S)

- Parking Lot Location Map
- Parking License Agreement