

**CITY OF BLOOMINGTON**

**PARKING COMMISSION  
REGULAR MEETING  
PACKET**

February 2022

Thursday, February 24, 2022

Virtual Meeting on Zoom

5:30 PM — 7:00 PM

CITY OF BLOOMINGTON  
PARKING COMMISSION  
REGULAR MEETING  
**AGENDA**

February 24, 2022, 5:30 PM — 7:00 PM

Join Zoom meeting at:

<https://bloomington.zoom.us/j/83549696187?pwd=OGEva24rRlo4dDBWUUxmQkpld09oQT09>

Dial by your location: 312 626 6799 (Chicago), Meeting ID: 835 4969 6187, Passcode: 784766, find your local number: <https://bloomington.zoom.us/j/83549696187?pwd=OGEva24rRlo4dDBWUUxmQkpld09oQT09>.

- I. Call to Order
- II. Approval of Minutes – January 27, 2022
- III. Reports from Commissioners & City Offices
  - A. Parking Commission Appointments Expiration (Staff)
- IV. Reports from the Public
- V. Discussions of Topics Not the Subject of Resolutions
  - A. Elections for Chairperson, Vice-Chairperson, and Secretary
  - B. Establishing a Comprehensive Policy for the Parking Commission (Steve Volan, Eoban Binder)
  - C. Neighborhood Parking Permit Zone 6 (Garden Hill) (Steve Volan)
  - D. 2018 Parking Commission Annual Report (Steve Volan, Eoban Binder)
- VI. Resolutions
- VII. Topic Suggestions for Future Agendas
- VIII. Member Announcements
- IX. Commission Schedule (Regular Meeting and Work Session)
- X. Adjournment

Auxiliary aids for people with disabilities are available upon request with advance notice.  
Please call (812) 349-3429 or E-mail [human.rights@bloomington.in.gov](mailto:human.rights@bloomington.in.gov).

Next Regular Meeting: March 24, 2022, 5:30 PM — 7:00 PM  
Deadline for regular meeting packet material is Monday, March 14, 2022

CITY OF BLOOMINGTON  
PARKING COMMISSION  
REGULAR MEETING  
**Minutes**

January 27, 2022, 5:30 PM

The meeting was conducted electronically on Zoom.

*Parking Commission minutes are transcribed in a summarized outline manner. Audio recordings of the meeting are available in the Planning and Transportation Department for reference.*

**Attendance**

Parking Commissioners present:

Steve Volan (Vice-Chairperson), Christopher Emge, Michelle Wahl, Ben Dalton, Tracy Gates

Parking Commissioners absent: Eoban Binder (Chairperson), Adrienne Evans Fernandez (Secretary), MaryJane LeMay

Others in Attendance: Amir Farshchi, Raye Ann Cox, Susan Stoll, Dave Askins (B Square Bulletin)

- I. **Call to Order:** (~5:32 PM)
- II. **Approval of Minutes** – December 2, 2021 – Mr. Dalton motioned to approve the minutes and Mr. Emge seconded. The motion received a roll call vote of Ayes: 5, Nays: 0, Abstain: 0; the motion passed.
- III. **Reports from Commissioners & City Offices**
  - A. Ms. Wahl discussed the permit sales of neighborhood parking permit zones and parking garages.
  - B. Mr. Farshchi discussed the Parking Commission appointments: Some will expire on 01/31/2022.
- IV. **Reports from the Public**

No reports from the public.
- V. **Discussions of Topics Not the Subject of Resolutions**
  - A. **Neighborhood Parking Permit Zone 6 (Garden Hill) (Steve Volan)**

Mr. Volan postponed this item to the next meeting.

**VI. Resolutions**

**A. Parking Resolution 22-01: 2017 Parking Commission Annual Report (Steve Volan, Eoban Binder)**

Mr. Volan discussed the changes and the commissioners provided comments.

Mr. Emge motioned to approve the resolution and Mr. Dalton seconded. The motion received a roll call vote of Ayes: 5, Nays: 0, Abstain: 0; the motion passed.

**B. Parking Resolution 22-02: Parking Zone Change Request--1100 N. Walnut Grove Street (Michelle Wahl, RayeAnn Cox)**

Ms. Cox presented the staff report.

Ms. Wahl motioned to approve the staff recommendation and Ms. Gates seconded. The motion received a roll call vote of Ayes: 5, Nays: 0, Abstain: 0; the motion passed.

**VII. Topic Suggestions for Future Agendas**

- A. Neighborhood Parking Permit Zone 6 (Garden Hill) (Steve Volan)

**VIII. Member Announcements**

**IX. Commission Schedule (Regular Meeting and Work Session):**

Next Regular Meeting: February 24, 2022, 5:30 PM — 7:00 PM

- X. Adjournment:** Ms. Wahl motioned to adjourn, Ms. Gates seconded. (~6:50 PM)

# **The State of Parking in the City for the Year 2017**

The Annual Report of the  
City of Bloomington Parking Commission

Adopted January 2022

CITY OF BLOOMINGTON  
PARKING COMMISSION

**Parking Resolution 22-01**

**To Adopt the Parking Commission's Annual Report for 2017**

**WHEREAS,** City Ordinance 16-22 directs the Commission to supervise the preparation and publication of parking reports; and

**WHEREAS,** the Commission has prepared a draft report on the status of the City's parking system, and has thoroughly deliberated over and amended the draft; and

**WHEREAS,** the By-Laws of the Commission specify that an Annual Report of the Commission shall be adopted and approved by a recorded roll-call vote;

**NOW THEREFORE BE IT RESOLVED** that the members of the Bloomington Parking Commission hereby adopt the Annual Report for the year 2017, as amended (attached hereto as Exhibit "A"), and direct the Chair to deliver said report to the Common Council and the Office of the Mayor as specified in BMC §2.12.110.

**APPROVED** this 27<sup>th</sup> day of January, 2022, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We, the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X   
Chair, Parking Commission  
Eoban Binder

X   
Secretary, Parking Commission  
Adrienne Evans Fernandez

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## **Executive Summary**

The Commission was formed at the beginning of 2017, and spent most of the year organizing, developing (but not formalizing) a policy statement, recommending a new parking study, and generating its first annual report for the year 2016. (See Chapter 1.)

Overall, the financial performance of the City's parking system in 2017 (Chapter 2) was relatively stable compared to 2016. Revenues from operations increased 2.5 percent to \$4.3 million. Operational expenses increased 8.3 percent to \$2.3 million, dropping operational revenues less than one percent to about \$2 million.

The Garages & Lots program (Chapter 3) dropped from an almost 30 percent margin of revenues over expenses to below breakeven in 2017, due primarily to hundreds of thousands of dollars in mandatory repairs, particularly to the structure of the 4th Street Garage. It lost 2.5 percent on revenue of about \$1.7 million.

The Metered Parking program (Chapter 4) saw roughly a 7 percent increase in demand for parking time, increasing revenues to almost \$3 million. Expenses increased 12 percent to almost \$2 million, the increase due to about \$200,000 in one-time purchases of vehicles for Parking Enforcement and Public Works. Metered Parking netted more than a million dollars in 2017.

In the Neighborhood Zones program (Chapter 5), revenues fell 6 percent and expenses increased 11 percent, causing operating earnings to drop 18 percent to \$174,000 in 2017. That still represents a more than 50 percent net-revenue generating program on operating revenues of \$337,000. The most marked increase in expenses were to fund projects improving pedestrian safety at signalized intersections.

The year 2017 did not see a particularly dramatic change in the operation of the city's parking system, although the city was still adjusting to the advent of meters in mid-2013. Even while meter, garage and neighborhood rates serve to regulate demand for scarce resources, the city's parking system is still an important source of revenue for the city. A significant capital expenditure increase of more than 22 percent reduced the overall system's earnings 28.7 percent from 2016, but that still represents overall net earnings of \$1.1 million for the city. This will be a good baseline year for the measure of the system in future years.

## **Preface**

This report is at least three years overdue.

The Commission's mandate is to file a report for the previous year by October of the following year. Even its first report, for the year 2016, was not delivered by that deadline; it was presented to the Council in January 2018. This is partly because 2017 was the Commission's inaugural year, during which it struggled to find its footing, and partly because, under the leadership of Jim Blickensdorf as its inaugural chair, embarked on as ambitious a reporting project as could be imagined. The initial report ran to 90 pages; there were another 300 pages of addenda. On the other hand, the report was of such magnitude that its format proved impossible to replicate. Jim left the Commission in early 2019 before a second report could be completed.

This draft report of parking in the year 2017 is not just simplified from its predecessor. It has also been engineered as a template for the rapid compiling of future reports. Typefaces are larger and more readable throughout; the figures less complex when possible; for easier printing, color figures have been reduced to grayscale (or a spot color that would print well in black and white) when color is unnecessary to illustrate a set of information.

The method of accounting in this report has also been simplified from the previous one. Expenses-related tables in the 2016 report did not conform to the traditional four-category budgeting method, long observed by the Controller's office, of reckoning with expenses (i.e., Category 1: Personnel, Category 2: Equipment & Supplies, Category 3: Services, and Category 4: Capital). This report, except in a few isolated cases where noted, has resumed using the traditional accounting categories observed by the Controller. As such, some tables in this report which show 2016 numbers alongside 2017 numbers may not reflect totals from the previous report.

It is hoped that this new format will permit the 2018 report to follow within two months of this report's adoption, so that the Commission may glean long-overdue knowledge of the trends shown in the data, and fulfill its obligation to recommend improved parking policy to the public.

# **CHAPTER 1: The Commission's Activities During the Year**

## **A. ABOUT THE PARKING COMMISSION**

### **Purpose**

Ordinance 16-22 established the Parking Commission, whose purpose is: "in coordination with decision-makers and others as is necessary or prudent:"

- To develop, implement, maintain, and promote a comprehensive policy on parking that takes into account the entirety of, and furthers the objectives of, the City's comprehensive plan;
- To coordinate parking activities;
- To carry on educational activities in parking matters;
- To supervise the preparation and publication of parking reports;
- To receive comments and concerns having to do with parking matters; and
- To recommend to the common council and to appropriate city officials ways and means for achieving the city's comprehensive plan objectives through the administration of parking policies and the enforcement of parking regulations.

### **Commissioners**

This was the inaugural year of the Parking Commission, whose first meeting was held January 30, 2017. The Commission soon decided to hold its meeting on the fourth Thursday of the month at 5:30 pm in the Hooker Room of City Hall, and was administratively supported in its work by Seyedamir Kaboli Farshchi, long-range planner in the city's department of Planning & Transportation.

Appointees hold their seats for two-year terms unless otherwise noted; term expiration dates were staggered to reduce the likelihood that the whole Commission would turn over at once. The Commission elected Jim Blickensdorf as its inaugural chair, Adrienne Evans Fernandez as vice-chair, and Stephen Volan as secretary. (See Figure 1.1 for a complete list of Commission members for the year.)

**Figure 1.1: Members of the Parking Commission, 2017**

Seat	Qualification	Term		Appointee	Affiliation or Neighborhood	Start Date	End Date
		Expires on 1/31	Length (years)				
<b>C-1</b>	merchant	2018	2	<b>Jim Blickensdorf</b> chair	Grazie Italiano	1/26/17	continuing
<b>C-2</b>	resident	2019	2	<b>Adrienne Evans Fernandez</b> vice-chair	Broadview	1/18/17	continuing
<b>C-3</b>	resident	2019	2	<b>Faith Hawkins</b>	Elm Heights	1/26/17	continuing
<b>C-4</b>	Council ex-officio	2018	1	<b>Stephen Volan</b> secretary	Member, District 6	1/18/17	continuing
<b>M-1</b>	merchant	2018	2	<b>Donna Disque</b>	MarDon Salon	1/30/17	continuing
<b>M-2</b>	not-for-profit organization	2018	2	<b>Randy Lloyd*</b>	Trinity Lutheran Church	1/30/17	10/24/17
				<b>Jennifer Jenkins</b>	WonderLab	11/1/17	continuing
<b>M-3</b>	resident	2019	2	<b>Mary Jo Shaughnessy</b>	Blue Ridge	2/28/17	continuing
<b>M-4</b>	resident	2018	2	<b>Mark Need</b>	Courthouse Square	3/3/17	continuing
<b>M-5</b>	Planning & Transport.	2018	1	<b>Josh Desmond</b>	Assistant Director	1/24/17	continuing

*\*Did not attend any meetings.*

## **B. SUMMARY OF THE COMMISSION'S ACTIVITIES DURING THE YEAR**

### **Major Topics**

FORMATION. The Commission held its inaugural meeting in January, with Commissioner Volan as interim chair, at which he circulated a memo with some basic history of and facts about parking in Bloomington, discussed the ordinance that created the Commission, and pointed to the parking subplan of the Growth Policies Plan of 2002 (GPP), the comprehensive plan that was in effect at the time for the city. The Commission spent its next two meetings determining the logistics of conducting business, including meeting times and lengths, and bylaws. The latter were adopted in March. The Commission at that meeting also elected Jim Blickensdorf its first chair, Adrienne Evans Fernandez its first vice-chair, and Volan as its first secretary.

POLICY STATEMENT. The first substantive act the Commission undertook was to pursue a comprehensive policy statement on parking as called for in Ordinance 16-22, which it began at the May meeting. The comprehensive plan, still under development, would not be adopted in 2017, so the existing GPP was used as the basis for discussion. By the November meeting, the Commission had deliberated over the text of a policy, but Res. 2017-04 was not brought for a vote. The last draft of the policy is included below.

### Parking Commission Policy Objectives (Draft #3)

- The Commission shall maintain a commitment to openness and sharing of information with stakeholders with emphasis on involving stakeholders and soliciting stakeholders' opinions;
- Establish priority levels for each parking use type and access mode within an area or zone, with nonmotorized and shared ride modes ranking higher than solo driving;
- Establish a Parking Services department that efficiently manages the City's parking system assets and staffing resources;
- Reduce cruising/search time for parking spaces implementing improved signage, wayfinding, marketing, real-time parking availability,
- Increase the rate at which the most convenient spaces turn over by managing the occupancy time through the use of differential and escalating pricing and 30-minute and 2-hour time limits;
- Establish rate schedule that satisfies the capital and ongoing operating costs of a financially stable, integrated parking system;
- Reduce Vehicle Miles Travelled. implement differential pricing to help drivers find a parking space efficiently without cruising for parking and price parking to induce some travelers to adopt other travel modes, thereby reducing VMT and parking use;
- Create a brand that provides an exceptional customer service experience and communicates the goals and benefits of managed parking;
- Recommend policies that align land-use for parking with the GPP and draft Comprehensive Plan;
- Support alternate modes of transportation in furtherance of the GPP and draft Comprehensive Plan. Provide the ways and means for better walking, bicycling, shuttle, ride-sharing, bus, and temporary vehicle rental alternatives and services which reduce use of parking;
- Allocate surplus parking revenue to parking benefit districts.

NEW PARKING STUDY. The Commission passed a resolution calling for funds for a new citywide parking study, which were appropriated by the City. Two companies submitted bids: Walker, which had done the two previous studies in 2007 and 2012; and Desman. The firms both submitted strong proposals. In the end, Desman was chosen because Walker had done the previous studies.

ANNUAL REPORT. The Commission developed, as per its mandate, its first annual report, which covered the year 2016 in parking. The 390-page tome was finished in November, but not presented to Council before year's end.

## **Minor Topics**

POPLARS GARAGE POLICY CHANGE. In April, Amanda Turnipseed, Director of IU Bloomington Parking Operations, discussed the realignment of IU's parking permit system and the changes to the Poplars garage that take effect May 8, after which the garage will be restricted to people with IU parking permits 8a-5p. IU will offer free, unattended parking after 5p and on weekends.

GARDEN HILL PARKING. At the very first meeting, residents of Garden Hill spoke about their desire for a new twelfth neighborhood parking zone that would be enforced evenings and weekends, a first for the city. It was brought up several times throughout the year, as Cmsnr Volan in his role as councilmember pursued legislation to that effect, but no action was taken either by the Commission or City Council in 2017.

RESERVED PRIVATE STREET PARKING. The city had for decades a "resident-only" parking program (BMC 15.36) under which residents could apply to reserve an on-street parking space. Discussion of the issue was brought to the Commission by Planning and Transportation staff, who advocated for its elimination, as did the Traffic Commission. The City Council did not agree, so in August staff came back with a proposal to more greatly restrict eligibility for the program, which the Parking Commission in a 3-3 vote decided not to endorse. The Council voted to end the program, but grandfathered in the remaining 19 holders of permits.

## **Resolutions**

In its effort to organize, the Commission was not consistent in its administrative technique. Minutes for meetings in 2017 were spotty; indeed, minutes do not exist for the October and November meetings as of this publication. The following were resolutions that were heard and voted on by the Commission. Those in bold were adopted (Resolutions 04, 05 and 06 were not adopted as mentioned above).

**Res. 2017-01: To Establish Rules and Procedures for the Commission**

**Res. 2017-02: To Gather All Data Necessary for an Annual Parking Report**

**Res. 2017-03: To Request Funding for a Parking Study in the Fiscal Year 2018**

Res. 2017-04: To Adopt a Comprehensive Parking Management Policy

Res. 2017-05: To Make a Recommendation on a City Council Ordinance Re:Creating and Enforcing a Residential Neighborhood Zone “12” in Garden Hill

Res. 2017-06: To Make a Recommendation on City Council Ordinance 17-24, Re: Deleting BMC Chapter 15.36 (Resident-Only Parking Permits)

**Res. 2017-07: To Adopt the Commission’s Annual Report** (*numbered in minutes as "-05"*)

**Res. 2017-08: To Recommend Changes to Parking System Based on Its Annual Report**

# CHAPTER 2: General Performance of the City's Parking System

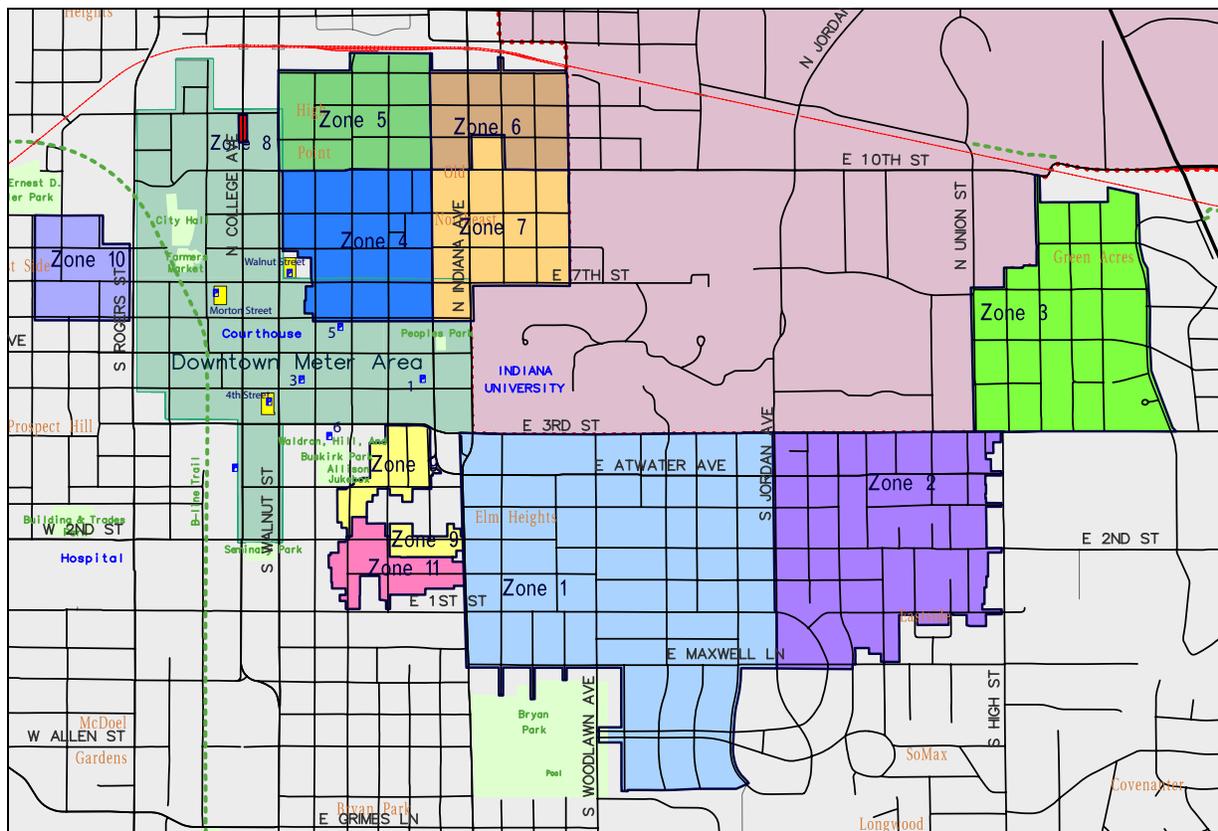
## A. SUMMARY OF SYSTEM ACTIVITY FOR THE YEAR

### 1. Inventory

The City of Bloomington parking system is made up of three components: off-street parking, both surface and structured; on-street parking in the public right of way in the commercial and mixed-use downtown; and on-street parking in residential neighborhoods surrounding downtown and the IU campus. More than 7400 spaces were under management in 2017 (see Fig. 2.1.).

Figure 2.1: Inventory of the City of Bloomington's Parking System, 2017

Program	Spaces
Garages & Lots	1807
Metered Parking	1539
Neighborhood Zones	4098
<b>TOTAL</b>	<b>7444</b>



## 2. Revenues & Expenses

Overall, the financial performance of the City's parking system in 2017 was relatively stable compared to 2016. Revenues from operations increased 2.5 percent to \$4.3 million; operational expenses increased almost 6 percent to \$2.3 million, dropping operational revenues one percent to just over \$2 million. A significant capital expenditure increase of more than 22 percent reduced overall system earnings to \$1.1 million, almost 30 percent below 2016. (See Fig. 2.2.)

## 3. Revenue Trends

Overall, the revenue performance of the City's parking system in 2017 was relatively stable compared to 2016, with modest declines in garage and neighborhood zone revenue being more than offset by meter revenue for an overall system gross revenue increase of 2 percent. (See Fig. 2.3.)

Figure 2.2: Financial Performance of the Parking System, 2017

Category	2016	2017	Change
<b>Parking System Revenues</b>			
Garages & Lots Program	\$ 1,077,261	\$ 1,019,933	(5.3%)
Metered Parking Program	\$ 2,787,838	\$ 2,971,733	6.6%
Neighborhood Zones Program	\$ 358,530	\$ 337,737	(5.8%)
Miscellaneous Income	\$ 934	\$ 0	(100.0%)
<b>Total System Revenues</b>	<b>\$ 4,224,563</b>	<b>\$ 4,329,403</b>	<b>2.5%</b>
<b>Parking System Expenses</b>			
Garages & Lots Program	\$ (693,428)	\$ (941,033)	35.7%
Metered Parking Program	\$(1,168,556)	\$(1,206,285)	3.2%
Neighborhood Zones Program	\$ (146,869)	\$ (163,329)	11.2%
General Fund Charges	\$ (172,080)	\$ 0	(100.0%)
<b>Total System Expenses</b>	<b>\$(2,180,933)</b>	<b>\$(2,310,647)</b>	<b>5.9%</b>
<b>Total System Earnings from Operations</b>	<b>\$ 2,043,630</b>	<b>\$ 2,018,756</b>	<b>(1.2%)</b>
<b>System Capital Revenues</b>			
Garages & Lots – Capital	\$ 662,710	\$ 661,986	(0.1%)
Metered – Capital	\$ 0	\$ 0	
Capital Transfer to Neighborhood Zone Program	\$ 500,000	\$ 439,233	(12.2%)
<b>Total Other System Revenues</b>	<b>\$ 1,162,710</b>	<b>\$ 1,101,219</b>	<b>(5.3%)</b>
<b>System Capital Expenditures</b>			
Garages & Lots – Capital	\$ (662,710)	\$ (782,766)	18.1%
Metered – Capital	\$ (560,746)	\$ (746,144)	33.1%
Neighborhood Zones – Capital	\$ (400,496)	\$ (462,508)	15.5%
<b>All Capital Expenditures</b>	<b>\$(1,623,952)</b>	<b>\$(1,991,418)</b>	<b>22.6%</b>
<b>Total Parking System Earnings</b>	<b>\$ 1,582,388</b>	<b>\$ 1,128,557</b>	<b>(28.7%)</b>

Figure 2.3: Summary of Parking System Revenue, 2013-2017

Category	2013	2014	2015	2016	2017	
<b>GARAGES &amp; LOTS PROGRAM</b>						
<i>*information not readily available. Data before 2016 not verified and for comparative purposes only.</i>						
Hourly, Garages	\$829,968	\$125,960	\$127,221	\$150,040	\$148,075	
Hourly, Lots	*	\$74,119	\$120,475	\$74,847	\$68,868	
Permits, Garages	\$435,986	\$525,675	\$722,522	\$740,856	\$666,449	
Permits, Lots ("Lot Leases")	\$190,368	\$365,003	\$82,926	\$109,945	\$100,491	
Other Revenue	*	\$14,990	\$16,590	\$22,575	\$36,049	
<b>Garages &amp; Lots Revenue</b>	<b>\$1,456,322</b>	<b>\$1,105,747</b>	<b>\$1,069,734</b>	<b>\$1,098,263</b>	<b>\$1,019,933</b>	<b>-7.1%</b>
<b>METERED PARKING PROGRAM</b>						
Permits	*	\$19,948	\$38,483	\$25,555	\$58,306	
Hourly Revenue	*	\$2,157,473	\$2,170,726	\$2,218,006	\$2,380,574	
Convenience Fee	\$53,779	\$153,081	\$147,661	\$161,169	\$160,187	
Citations	*	*	*	\$383,108	\$359,002	
Other Revenue	*	*	*	\$0	\$13,665	
<b>Metered Parking Revenue</b>	<b>\$53,779</b>	<b>\$2,330,502</b>	<b>\$2,356,870</b>	<b>\$2,787,838</b>	<b>\$2,971,733</b>	<b>6.6%</b>
<b>NEIGHBORHOOD ZONES PROGRAM</b>						
Resident/Visitor Zone Permits	\$122,075	\$124,929	\$125,438	\$131,494	\$123,002	
Citations	*	*	*	\$226,284	\$213,231	
Other Permits and Other Revenue	*	\$167	\$156	\$752	\$1,504	
<b>Neighborhood Zones Revenue</b>	<b>\$122,075</b>	<b>\$125,096</b>	<b>\$125,594</b>	<b>\$358,530</b>	<b>\$337,737</b>	<b>-5.8%</b>
<b>TOTAL PARKING SYSTEM REVENUES</b>	<b>\$1,632,176</b>	<b>\$3,561,345</b>	<b>\$3,552,198</b>	<b>\$4,244,631</b>	<b>\$4,329,403</b>	<b>2.0%</b>

#### 4. Citations

Figure 2.4: Revenues from Citations, 2016-2017

Category	2016	2017	Change
Neighborhood Zone Citations	\$ 224,712	\$ 213,231	-5.1%
Garage & Lots Citations	N/A	N/A	
Metered Parking Citations	\$ 383,108	\$ 359,002	-6.3%
<b>Citations Total Revenues</b>	<b>\$607,820</b>	<b>\$572,233</b>	<b>-5.9%</b>

The 2016 report broke out citations as a separate fourth program of the parking system. While it is a distinct concern, from a financial perspective the Commission decided to integrate revenues related to citations in financials for each of the three main

parking programs. However, some cross-program observations are worth making here. Citation revenue shrank by about 5 percent in 2017, reflecting a downward trend across all programs (see Fig. 2.4). (The 2016 report cited a nominal amount—less than \$2000—for citations in garages and lots, but citations in garages and lots are not tracked separately.)

# CHAPTER 3: Garages and Lots Program

## A. SUMMARY OF PROGRAM ACTIVITY FOR THE YEAR

Figure 3.1: Garages and Lots: Locations, Pricing Policy and Capacity, 2017

Lot #	Facility/Location	Public Rate	Hours Enforced	Notes	Rsvd.	ADA	Public	Total
Lot 2	Walnut St. Garage, 302 N. Walnut St.	50¢/hr	24/7	First three hours free Mon-Fri 6am-6pm, Sat-Sun 6am-noon; gated garage monitored 24/7	14	10	322	<b>346</b>
Lot 7	Morton St. Garage, 220 N. Morton St.	50¢/hr	24/7	First three hours free 24/7; gated garage monitored 24/7	30	10	481	<b>521</b>
Lot 9	4th St. Garage, 105 W. 4th St.	50¢/hr	8a-6p Mon-Fri	First three hours free Mon-Fri 7a-6p; free after 6 pm weekdays, all day on weekends	80	10	262	<b>352</b>
<b>MONTHLY GARAGE PERMITS</b>					<b>124</b>	<b>30</b>	<b>1,065</b>	<b>1,219</b>
		\$40/mo	12 hr/d Mon-Fri	12/5 Non-Reserved (all garages)				
		\$67/mo	24/7	24/7 Non-Reserved (all garages)				
		\$57/mo	12 hr/d Mon-Fri	12/5 Reserved (4th St. only)				
		\$76/mo	24/7	24/7 Reserved (all garages)				
		\$25/mo	30 hr/wk	Part-time for Downtown Employees (Morton only)				
Lot 1	4th & Dunn	\$1/hr	8a-5p Mon-Fri	2-hr limit via meter or ParkMobile; free after 5pm every day	0	3	49	<b>52</b>
Lot 3	4th & Washington	50¢/hr	8a-5p Mon-Fri	Pay via meter or ParkMobile; first three hours free Mon-Fri 8a-5p; free after 5pm every day	0	3	71	<b>74</b>
Lot 5	6th & Lincoln	50¢/hr	8a-5p Mon-Fri	Pay via meter or ParkMobile; first three hours free Mon-Fri 8am-5pm; reserved spaces for permit holders only; free after 5pm every day	31	2	17	<b>50</b>
Lot 6	3rd & Washington	50¢/hr	8a-5p Mon-Fri	Pay via meter or ParkMobile; first three hours free Mon-Fri 8a-5p; reserved spaces for permit holders only; free after 5pm every day	0	2	13	<b>15</b>
Lot 10	Convention Ctr	-	-	Leased to the Convention Center	0	0	126	<b>126</b>
Lot 11	Showers Ctr S	-	-	City employee parking	95	4	0	<b>99</b>
Lot 12	Showers Ctr NE	-	-	Requires Red Lot permit; leased to Indiana University (2016?)	56	6	7	<b>69</b>
Lot 13	Showers Ctr W	-	-	Leased to CFC	46	3	0	<b>49</b>
Lot 14	Showers Ctr NW	-	-	~20 spaces used by Roeder mini-recycling center	0	0	0	<b>0</b>
Lot 15	BPD HQ SE, 3rd & Lincoln	50¢/hr	-	2-hr limit via meter or ParkMobile; some spaces require a White Lot permit	0	0	26	<b>26</b>
Lot 16	BPD HQ SW, 3rd & Washington	-	-		0	0	28	<b>28</b>
					<b>228</b>	<b>23</b>	<b>337</b>	<b>588</b>

## 1. Inventory

The City owned and operated more than 1,800 spaces of off-street structured and surface parking in the city’s center: two-thirds in three parking garages, and the other third on eleven surface lots, figures which did not change from the previous year.

Permit parking monthly costs, last adjusted in 2010, ranged from \$40 to \$76 per month. Transient parking at garages and lots were priced at \$0.50 per hour. Transient parkers were provided with three hours of “free” parking in garages and lots, with the exception of Lot 1 at the intersection of Dunn and 4th Streets, which was priced \$1.00 per hour, the same as on-street metered parking. (See Figure 3.1.)

*Figure 3.2: Financial Performance of the Garages & Lots Program (Garage Fund #452), 2017*

Category	\$ 2,016	\$ 2017	Change
<b>GARAGES &amp; LOTS PROGRAM REVENUES</b>			
43130 Lots – Hourly	\$ 74,847	\$ 68,868	-8.0%
43130 Garages – Hourly	\$ 150,040	\$ 148,075	-1.3%
43150 Lots – Annual Leases (Permits)	\$ 109,945	\$ 100,491	-8.6%
43160 Garages – Annual Leases (Permits)	\$ 740,856	\$ 666,449	-10.0%
Other Reimbursements	\$ 21,003	\$ 36,049	71.6%
<b>Garages &amp; Lots Operating Revenues</b>	<b>\$ 1,075,689</b>	<b>\$ 1,019,933</b>	<b>-5.2%</b>
49010 Inter-Fund Transfers	\$ 662,710	\$ 661,986	-0.1%
<b>Garages &amp; Lots Program Total Revenues</b>	<b>\$ 1,738,399</b>	<b>\$ 1,681,919</b>	<b>-3.2%</b>
<b>GARAGES &amp; LOTS PROGRAM EXPENSES</b>			
51xxx Personnel	\$ 406,679	\$ 437,585	7.6%
52xxx Equipment & Supplies	\$ 30,182	\$ 76,465	153.3%
53xxx Services	\$ 256,566	\$ 426,983	66.4%
54xxx Capital	\$ 662,710	\$ 782,766	18.1%
<b>Garages &amp; Lots Program Total Expenses</b>	<b>\$ 1,356,138</b>	<b>\$ 1,723,800</b>	<b>27.1%</b>
<b>GARAGES &amp; LOTS PROGRAM EARNINGS</b>	<b>\$ 382,261</b>	<b>\$ (41,881)</b>	<b>-111.0%</b>

## 2. Revenues & Expenses

Revenues from operations were down more than five percent from the previous year, primarily due to a 10 percent drop in garage permit revenue. Operating costs, meanwhile, increased 20 percent, primarily due to building repairs, causing the program to drop from 28 percent net revenue to 2.4 percent below breakeven in 2017 (see

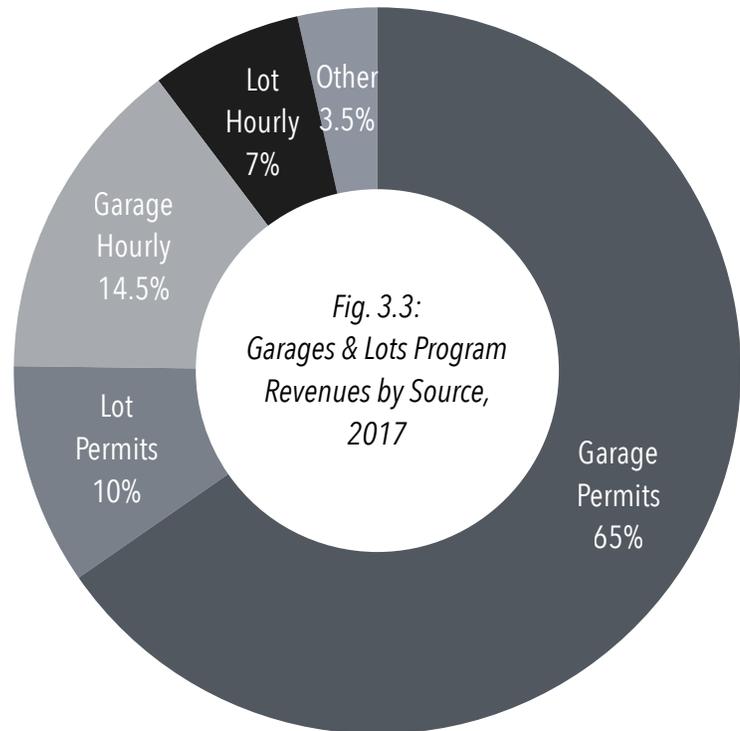
Fig. 3.2.). The Walnut and Morton garages continue to be subsidized by an annual transfer from outside the parking system of more than \$660,000 from the city's primary Tax Increment Finance (TIF) district (line 49010), as they have since their construction in 2001 and 2003, respectively.

## B. REVENUES AND USAGE DATA

### 1. Breakdown

Seventy-five percent of revenues came from monthly permit buyers, 21 percent from hourly parkers. Less than 4 percent of revenues came from other sources. Eighty percent of revenues in the off-street parking program came from garages, despite only accounting for about two-thirds of the city's off-street parking inventory, compared with 17 percent from lots. (See Figure 3.3.) The discrepancy in revenue

between types (\$668 per year for the average garage space, \$288 for the average lot space) is partially explained by much of the surface-lot inventory being leased in bulk at less than the market rate for permit or hourly parking, or reserved for parking for city employees.



### 2. Usage/Occupancy Data

Usage of structured parking can be derived from permit sales and gate data from hourly parkers, but it is not a perfect measure of "occupancy," how many spaces were in use at any given time. Unlike with the garages or with the on-street metered parking, lot stalls were equipped with coin-only Duncan meters; owing to that fact, the Commission was unable to calculate occupancy in surface lots.

Permit data shows that in an average month in 2017, 973 permits were sold in its three garages, about 60 percent of which were likely purchased by employers or their employees ("12/5" — 12 hours a day, 5 days a week) and about 40 percent of which were for residential or hotel purposes ("24/7"). (See Figure 3.4.)

Figure 3.4: Permits Issued by Type and Garage, 2017

Type/Garage	\$/Mo.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YEAR	Gross Rev.	Average
12/5 Non Rsvd.	\$40	584	583	551	514	487	491	491	491	490	489	493	474	6138	\$245,520	512
12/5 Reserved	\$57	90	90	90	83	83	82	82	82	80	80	80	80	1002	\$57,114	84
24/7 Non-Rsvd.	\$67	381	377	361	349	229	198	198	200	457	459	444	437	4090	\$274,030	341
24/7 Reserved	\$76	42	42	40	35	34	36	36	36	36	36	36	36	445	\$33,820	37
<b>Total Passes</b>		<b>1097</b>	<b>1092</b>	<b>1042</b>	<b>981</b>	<b>833</b>	<b>807</b>	<b>807</b>	<b>809</b>	<b>1063</b>	<b>1064</b>	<b>1053</b>	<b>1027</b>	<b>11,675</b>	<b>\$610,484</b>	<b>973</b>
4th St		374	372	368	365	363	366	366	366	363	363	368	357	4391		
Morton St		445	447	408	368	299	287	287	287	407	405	396	395	4431		
Walnut St		278	273	266	248	171	154	154	156	293	296	289	275	2853		
<b>Total Passes</b>		<b>1097</b>	<b>1092</b>	<b>1042</b>	<b>981</b>	<b>833</b>	<b>807</b>	<b>807</b>	<b>809</b>	<b>1063</b>	<b>1064</b>	<b>1053</b>	<b>1027</b>	<b>11,675</b>		

While the number of spaces in a garage used by hourly parkers is hard to determine from the available data (many spaces are shared with 12/5 non-reserved permit users), the figures for surface lots are more clear-cut. By far the most popular lot is at 4th and Dunn. Despite being priced the same as meters, Lot 1 is used at least three times as much as others. (See Fig. 3.5).

In the 2016 report, data was presented regarding the duration of stay of a typical parker in city garages, in particular illustrating the effects of the three-hours-free policy on usage and revenue. Unfortunately, due to the great delay in compilation of this report, an equipment upgrade in 2019 caused duration-of-stay data from 2017 and 2018 to be lost.

In future reports, duration-of-stay data in the garages will appear in a Figure 3.6.

Figure 3.5: Annual Revenue from Hourly Parking in Surface Lots

Lot	Spaces	2017	\$/Space
Lot 1	52	\$52,017	\$1,000
Lot 3	74	\$12,507	\$169
Lot 5	19	\$3,495	\$184
Lot 6	13	\$850	\$65
		<b>\$68,868</b>	

### C. EXPENSES

The cost of operations increased 28 percent in 2017, and overall expenses (operations and capital) by 23 percent. (See Fig. 3.7.)

Figure 3.7: Garages & Lots Program Expenses by Category

<b>Garages &amp; Lots Program: Category 1 (Personnel)</b>	2016	2017	Change
452-26-260000-51110 Salaries and Wages - Regular	\$212,645	\$229,731	8.0%
452-26-260000-51130 Salaries and Wages - Overtime	\$2,205	\$455	-79.4%
452-26-260000-51210 FICA	\$15,421	\$16,699	8.3%
452-26-260000-51220 PERF	\$28,522	\$31,372	10.0%
452-26-260000-51230 Health and Life Insurance	\$92,911	\$99,918	7.5%
452-26-260000-539010 Inter-Fund Transfers	\$54,976	\$59,410	8.1%
Personnel Total	<b>\$406,679</b>	<b>\$437,585</b>	<b>7.6%</b>
<b>Garages &amp; Lots Program: Category 2 (Equipment &amp; Supplies)</b>			
452-26-260000-52110 Office Supplies	\$1,494	\$1,016	1.0%
452-26-260000-52210 Institutional Supplies	\$1,015	\$2,033	100.3%
452-26-260000-52310 Building Materials and Supplies	\$3,203	\$37,188	1,061.2%
452-26-260000-52340 Other Repairs and Maintenance	\$4,506	\$17,611	290.8%
452-26-260000-52420 Other Supplies	\$18,086	\$12,873	-28.8%
452-26-260000-52430 Uniforms and Tools	\$1,879	\$5,745	205.8%
Equipment & Supplies Total	<b>\$30,182</b>	<b>\$76,465</b>	<b>153.3%</b>
<b>Garages &amp; Lots Program: Category 3 (Services)</b>			
452-26-260000-53150 Communications Contract	\$0	\$288	
452-26-260000-53210 Telephone	\$5,723	\$6,196	8.3%
452-26-260000-53310 Printing	\$0	\$276	
452-26-260000-53410 Liability / Casualty Premiums	\$8,103	\$8,103	0.0%
452-26-260000-53420 Worker's Comp & Risk	\$15,937	\$17,304	8.6%
452-26-260000-53510 Electrical Services	\$64,168	\$59,989	-6.5%
452-26-260000-53530 Water and Sewer	\$787	\$778	-1.1%
452-26-260000-53610 Building Repairs	\$51,727	\$81,544	57.6%
452-26-260000-53630 Machinery and Equipment Repairs	\$20,475	\$745	-96.4%
452-26-260000-53640 Hardware and Software Maintenance	\$54,976	\$53,600	-2.5%
452-26-260000-53650 Other Repairs	\$500	\$163,018	32,503.7%
452-26-260000-53830 Bank Charges	\$30,044	\$25,797	-14.1%
452-26-260000-53940 Temporary Contractual Employee	\$4,055	\$9,345	130.5%
452-26-260000-53990 Other Services and Charges	\$72	\$0	-100.0%
Services Total	<b>\$256,566</b>	<b>\$426,983</b>	<b>66.4%</b>
<b>Garages &amp; Lots Program: Total Operations Expenses</b>			
	<b>\$693,428</b>	<b>\$941,033</b>	<b>35.7%</b>
<b>Garages &amp; Lots Program: Category 4 (Capital)</b>			
452-26-260000-53840 Lease Payments	\$662,710	\$661,986	-0.1%
452-26-260000-54310 Improvements Other Than Building	\$0	\$30,000	
452-26-260000-54420 Purchase of Equipment	\$0	\$60,781	
452-26-260000-54510 Other Capital Outlays	\$0	\$30,000	
Capital Total	<b>\$662,710</b>	<b>\$782,766</b>	<b>18.1%</b>
<b>Garages &amp; Lots Program: Total Expenses</b>			
	<b>\$1,356,138</b>	<b>\$1,723,800</b>	<b>27.1%</b>

There were significant increases in expenditure from the Garages Fund (#452) over the previous year. More than \$96,000 in Other Repairs (line 53650) went to an overhaul of the 4th St. skywalk between the garage and Fountain Square. The 4th St. Garage underwent several other repairs in 2017. Another \$11,000 from Building Materials and Supplies (line 52310) and \$13,000 from Other Repairs and Maintenance (line 52340) also were for its skywalk and elevator. An upgrade to the garage’s electrical system cost another \$21,000 out of Other Repairs.

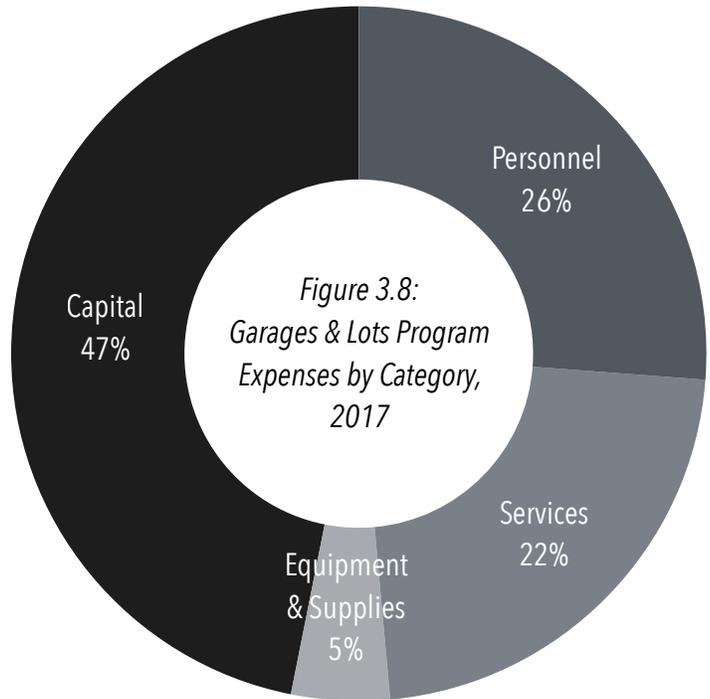


Figure 3.8:  
Garages & Lots Program  
Expenses by Category,  
2017

Money came out of Building Repairs (line 53610) for fixes for the elevators at the Walnut Garage (\$13,000), and at the Morton Garage (\$21,000). Another \$21,000 out of Other Repairs went to an engineering study of the Morton Garage’s roof.

Another expenditure from line 52310 was for \$17,000 in artwork for the Morton and Walnut Garages. Other capital expenses included \$36,000 for a new rider sweeper, more than \$24,000 to purchase and install stations for electric vehicles, and \$60,000 for an engineering study by CE Solutions of the aging 4th St. Garage. The proportion of each category’s expenses in the Garages Fund still reflects the massive lease payments on the Morton and Walnut Garages, which make up 40 percent of costs. (See Fig. 3.8.)

# CHAPTER 4: Metered Parking Program

## A. SUMMARY OF PROGRAM ACTIVITY FOR THE YEAR

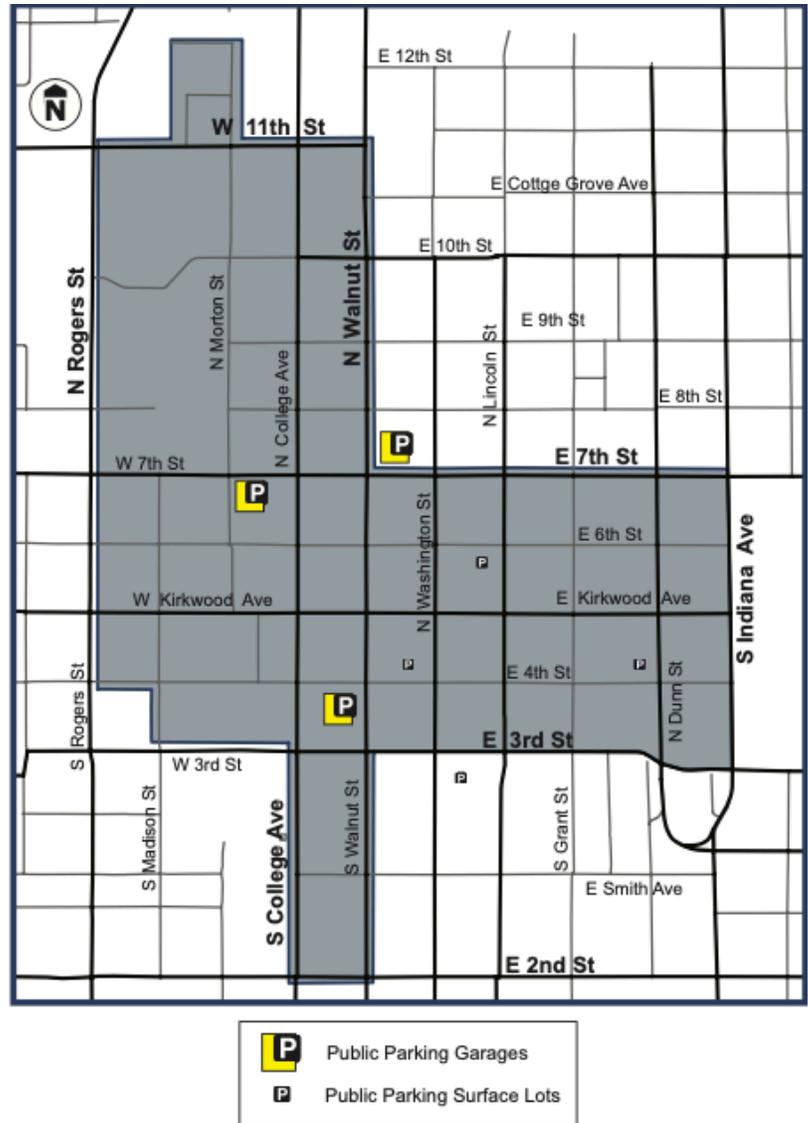
### 1. Inventory

After three decades of free two-hour parking downtown, the City began metering on-street parking in 2013. “Smart meters” provided by IPS Group were installed at roughly 1,500 spaces in an L-shaped area that includes the business districts around E. Kirkwood Ave., the Courthouse Square, and the area north of the Square, roughly between Rogers St. to the west, Indiana Avenue to the east, 3rd St. to the south and 11th St. to the north. (See Figure 4.1.)

Parkers were charged \$1.00 per hour 12 hours a day, six days a week, which they could pay with cash, credit card or the ParkMobile smartphone app.

The Mayor had the ability to suspend enforcement of on-street parking in the event of inclement weather or circumstances deemed “appropriate and reasonable.” The

Figure 4.1: Metered Parking Capacity, Locations, and Pricing Policy, 2017



**179 unmetered street spaces.** Available free 24/7. Rogers St. from Kirkwood to 11th (2-hr. Limit); Madison St. from 2nd to 3rd; Washington St. from 2nd to 3rd; Lincoln St. from Smith to 3rd; Grant St. from Smith to 3rd.

**1539 single-space meters** (gray zone). Enforced Mon-Sat 9a-9p. Rate/hr \$1.00. 30¢ fee per credit card transaction. 30-50¢ fee per ParkMobile transaction.

**1718 total spaces**

Mayor invoked this authority to suspend enforcement during the Lotus Festival in September and on Saturdays in December. There are two separate funding lines in the budget for enforcement: one for meters and one for neighborhoods.

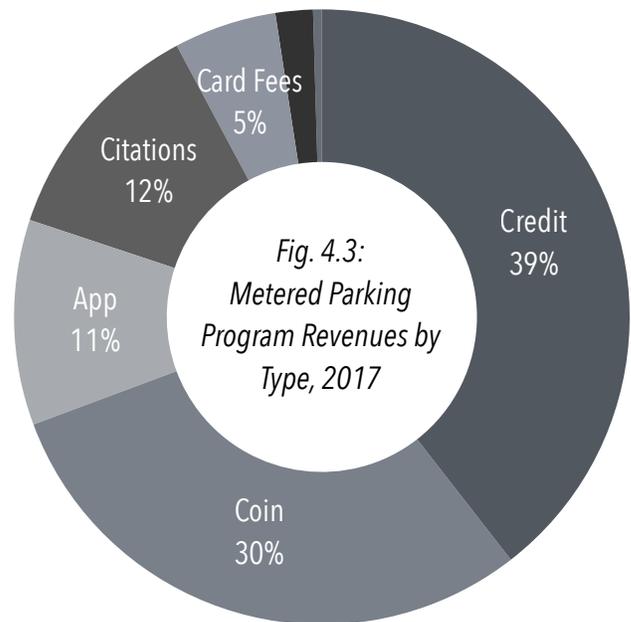
## B. REVENUES AND USAGE DATA

About two-thirds of revenue in the city’s entire parking system comes from parkers paying at meters. Parkers spent almost \$2.4 million to park on the street downtown in 2017, an increase of more than 7 percent from 2016. (See Fig. 4.2.) More than 1.83 million transactions were conducted at the meters in 2017, up two percent from 1.8 million in 2016. Also up were transactions via ParkMobile, almost 22,000 more than last year’s 95,000, an almost 19 percent increase. ParkMobile, being its own credit-card processor, directly collected its \$57,638 in transaction fees which are thus not reflected in Fig. 4.2.

Payments at meters by any means represent four-fifths of meter program revenue. Another 12 percent came from citations; 5.4 percent of program revenues from the convenience fees paid by parkers using credit cards (which are immediately passed on to the credit-card processor); and

Fig. 4.2: Financial Performance of the Metered Parking Program (Parking Meter Fund #455), 2017

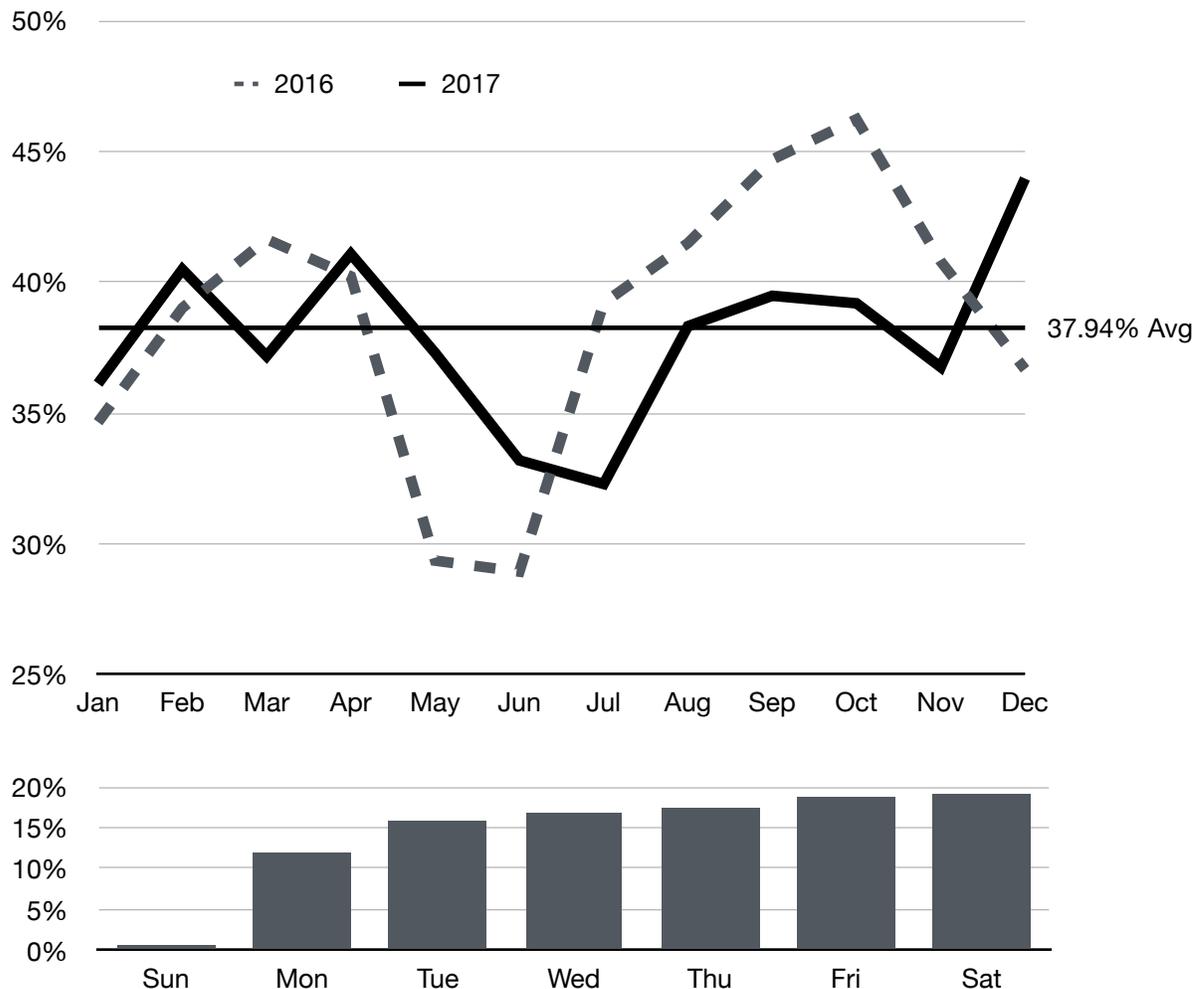
Category	2016	2017	Change
<b>METERED PROGRAM REVENUES</b>			
41020 No-Parking Permits	\$ 25,555	\$ 58,306	128.2%
43130 Hourly Revenue	\$ 2,218,006	\$ 2,380,574	7.3%
43490 Convenience Fee	\$ 161,169	\$ 160,187	-0.6%
46060 Violations	\$ 383,108	\$ 359,002	-6.3%
47070 Insurance Reimbursements	\$ 0	\$ 13,665	
<b>Metered Program Total Revenues</b>	<b>\$ 2,787,838</b>	<b>\$ 2,971,733</b>	<b>6.6%</b>
<b>METERED PROGRAM EXPENSES</b>			
51xxx Personnel	\$ (638,396)	\$ (644,543)	1.0%
52xxx Equipment & Supplies	\$ (34,927)	\$ (33,304)	-4.6%
53xxx Services	\$ (495,233)	\$ (528,438)	6.7%
54xxx Capital	\$ (560,746)	\$ (746,144)	33.1%
<b>Metered Program Total Expenses</b>	<b>\$ (1,729,302)</b>	<b>\$ (1,952,429)</b>	<b>12.9%</b>
<b>METERED PROGRAM EARNINGS</b>	<b>\$ 1,058,537</b>	<b>\$ 1,019,304</b>	<b>-3.7%</b>



the remaining 2 percent came from those who reserved one or more on-street spaces for an event, such as a street festival or buses in for athletic competitions (see Fig. 4.3).

For every eight people paying to park on street, roughly four users wield a credit card, three pay by coin, and one pays by app. In 2016 a distinction was made only between parkers using card or cash (Figure 33, 2016 report), which was happening at a ratio of 56 to 44. Assuming that app users were lumped in with credit card users, it shows a relative decrease in 2017 in the

*Figure 4.4. Metered Parking Occupancy Rates by Month and Day of Week, 2017*



number of coin users. Despite this, the amount collected in convenience fees fell by more than half a percent from the previous year.

With 53 Sundays and 13 official holidays, meters saw 299 days of enforcement. On average the occupancy of metered parking was 37.94 percent, about two-tenths of a percent above the

previous year (see Fig. 4.4). Demand for parking during enforcement hours grows through a typical week, being least on Monday and greatest on Saturday.

In 2016 the Commission’s report noted peak usage of meters at approximately noon and 5 pm. 2017 unveiled a different story: a tremendous new peak in the last hour of enforcement, 8:00 pm (see Fig. 4.5). Noon stayed a peak, but 5 pm became something of a trough. By 7:00 pm there was as much demand for parking downtown as at noon, and it’s obvious that Bloomington nightlife was driving

these record numbers. More than 54 percent of available space-hours were purchased in the 8:00 pm hour, signaling a demand for parking into the late evening. (ParkMobile did not provide transaction-time data in time for publication, and so it was left out of Fig. 4.5.)

Figure 4.6 breaks down metered parking by block from IPS data. (IPS' total gross

revenue is slightly higher than the figure given by the Controller’s office; the Commission did not have the time or ability to reconcile this discrepancy. ParkMobile data is included in Figure 4.6. Convenience fees are also reflected in this data, but data excludes reservations of metered spots for special events, construction or other uses. The column "%/Day in Use" is simply the previous column, "\$/Meter/Day", divided by 12, the number of hours a day that meters were enforced in 2017. Data reflects demand and not necessarily actual occupancy.) The average meter is used about five hours a day; the average meter user parking on the street downtown pays for about 75 minutes.

Figure 4.5. Metered Parking Occupancy Rates by Hour of the Day When Purchased, 2017 (includes coin and card revenue; excludes app revenue)

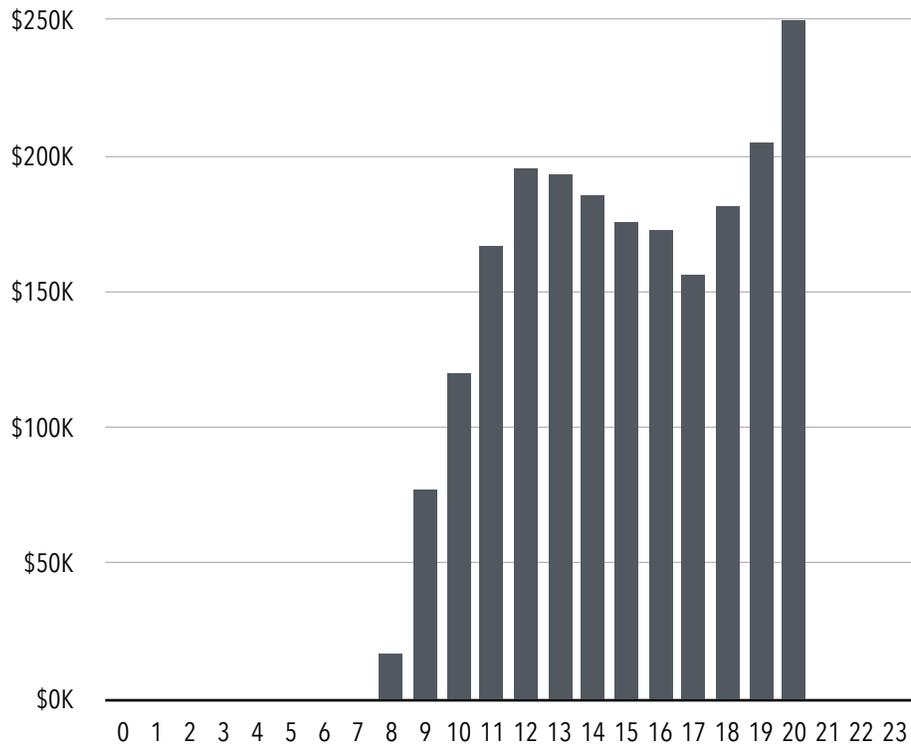


Fig. 4.6: Metered Parking Performance by Block, 2017

Block	Meter Count	Gross Revenues	\$/Meter/Day	%/Day in Use	Transactions	\$/Transaction
500 E 4th	20	\$62,648	<b>\$10.48</b>	<b>87%</b>	40,631	\$1.54
400 E Kirkwood	23	\$70,618	<b>\$10.27</b>	<b>86%</b>	61,256	\$1.15
100 N Dunn	9	\$27,537	<b>\$10.23</b>	<b>85%</b>	21,331	\$1.29
100 S Indiana	10	\$30,511	<b>\$10.20</b>	<b>85%</b>	24,288	\$1.26
200 S Indiana	9	\$27,403	<b>\$10.18</b>	<b>85%</b>	16,260	\$1.69
100 S Dunn	10	\$30,000	<b>\$10.03</b>	<b>84%</b>	20,096	\$1.49
500 E Kirkwood	14	\$41,621	<b>\$9.94</b>	<b>83%</b>	31,801	\$1.31
100 S Grant	9	\$26,676	<b>\$9.91</b>	<b>83%</b>	23,351	\$1.14
100 N Walnut	28	\$81,214	<b>\$9.70</b>	<b>81%</b>	68,580	\$1.18
300 E Kirkwood	18	\$52,144	<b>\$9.69</b>	<b>81%</b>	46,005	\$1.13
100 N College	32	\$91,313	<b>\$9.54</b>	<b>80%</b>	84,070	\$1.09
100 E Kirkwood	16	\$45,465	<b>\$9.50</b>	<b>79%</b>	38,083	\$1.19
100 N Grant	9	\$25,127	<b>\$9.34</b>	<b>78%</b>	21,157	\$1.19
100 S Walnut	22	\$59,726	<b>\$9.08</b>	<b>76%</b>	49,267	\$1.21
100 W 6th	26	\$69,109	<b>\$8.89</b>	<b>74%</b>	52,727	\$1.31
400 E 4th	27	\$71,762	<b>\$8.89</b>	<b>74%</b>	49,232	\$1.46
100 W Kirkwood	45	\$118,761	<b>\$8.83</b>	<b>74%</b>	101,167	\$1.17
500 E 6th	21	\$55,098	<b>\$8.77</b>	<b>73%</b>	32,570	\$1.69
200 W Kirkwood	14	\$33,926	<b>\$8.10</b>	<b>68%</b>	31,239	\$1.09
200 N Dunn	9	\$21,473	<b>\$7.98</b>	<b>66%</b>	14,042	\$1.53
100 S College	16	\$35,546	<b>\$7.43</b>	<b>62%</b>	36,621	\$0.97
300 E 4th	9	\$19,978	<b>\$7.42</b>	<b>62%</b>	14,502	\$1.38
200 N Walnut	19	\$41,787	<b>\$7.36</b>	<b>61%</b>	32,053	\$1.30
200 W 6th	23	\$50,192	<b>\$7.30</b>	<b>61%</b>	40,793	\$1.23
100 W 7th	18	\$36,687	<b>\$6.82</b>	<b>57%</b>	31,623	\$1.16
100 E 6th	41	\$83,385	<b>\$6.80</b>	<b>57%</b>	66,541	\$1.25
100 N Lincoln	18	\$36,324	<b>\$6.75</b>	<b>56%</b>	33,816	\$1.07
100 N Morton	11	\$22,145	<b>\$6.73</b>	<b>56%</b>	15,921	\$1.39
200 S Dunn	7	\$13,715	<b>\$6.55</b>	<b>55%</b>	8,060	\$1.70
200 N College	20	\$39,154	<b>\$6.55</b>	<b>55%</b>	32,694	\$1.20
200 E Kirkwood	16	\$31,020	<b>\$6.48</b>	<b>54%</b>	23,579	\$1.32
200 S Grant	6	\$11,476	<b>\$6.40</b>	<b>53%</b>	9,606	\$1.19
100 S Washington	16	\$29,785	<b>\$6.23</b>	<b>52%</b>	22,662	\$1.31
400 N Morton	22	\$39,556	<b>\$6.01</b>	<b>50%</b>	34,155	\$1.16
200 W 7th	13	\$23,332	<b>\$6.00</b>	<b>50%</b>	27,128	\$0.86
200 N Morton	35	\$58,862	<b>\$5.62</b>	<b>47%</b>	53,235	\$1.11
200 W 4th	13	\$21,344	<b>\$5.49</b>	<b>46%</b>	15,684	\$1.36
300 W Kirkwood	12	\$19,656	<b>\$5.48</b>	<b>46%</b>	14,598	\$1.35
300 N College	11	\$17,855	<b>\$5.43</b>	<b>45%</b>	15,370	\$1.16
100 W 4th	11	\$17,853	<b>\$5.43</b>	<b>45%</b>	13,913	\$1.28
100 E 4th	15	\$24,136	<b>\$5.38</b>	<b>45%</b>	16,242	\$1.49
100 E 7th	16	\$25,406	<b>\$5.31</b>	<b>44%</b>	21,868	\$1.16
100 N Washington	18	\$28,467	<b>\$5.29</b>	<b>44%</b>	23,505	\$1.21
300 E 6th	14	\$21,843	<b>\$5.22</b>	<b>43%</b>	21,701	\$1.01
400 E 6th	20	\$29,673	<b>\$4.96</b>	<b>41%</b>	23,001	\$1.29
100 S Lincoln	15	\$22,188	<b>\$4.95</b>	<b>41%</b>	17,017	\$1.30
300 W 4th	16	\$23,163	<b>\$4.84</b>	<b>40%</b>	16,829	\$1.38
400 S Walnut	7	\$10,020	<b>\$4.79</b>	<b>40%</b>	8,431	\$1.19

Block	Meter Count	Gross Revenues	\$/Meter/Day	%/Day in Use	Transactions	\$/Transaction
500 N College	14	\$19,148	<b>\$4.57</b>	<b>38%</b>	13,371	\$1.43
200 S Lincoln	7	\$9,132	<b>\$4.36</b>	<b>36%</b>	7,749	\$1.18
400 N College	10	\$12,913	<b>\$4.32</b>	<b>36%</b>	8,801	\$1.47
200 E 4th	20	\$25,539	<b>\$4.27</b>	<b>36%</b>	16,830	\$1.52
300 W 11th	19	\$22,799	<b>\$4.01</b>	<b>33%</b>	17,487	\$1.30
300 N Morton	32	\$37,869	<b>\$3.96</b>	<b>33%</b>	38,224	\$0.99
500 N Walnut	7	\$8,023	<b>\$3.83</b>	<b>32%</b>	5,075	\$1.58
300 N Walnut	6	\$6,719	<b>\$3.75</b>	<b>31%</b>	5,095	\$1.32
300 W 7th	17	\$19,018	<b>\$3.74</b>	<b>31%</b>	22,859	\$0.83
200 W 11th	9	\$10,031	<b>\$3.73</b>	<b>31%</b>	6,025	\$1.66
400 W 11th	2	\$2,225	<b>\$3.72</b>	<b>31%</b>	1,684	\$1.32
400 E 7th	24	\$25,792	<b>\$3.59</b>	<b>30%</b>	16,775	\$1.54
200 W 9th	9	\$9,460	<b>\$3.52</b>	<b>29%</b>	6,641	\$1.42
200 S Walnut	11	\$11,374	<b>\$3.46</b>	<b>29%</b>	7,781	\$1.46
300 W 6th	20	\$20,429	<b>\$3.42</b>	<b>28%</b>	32,588	\$0.63
100 W 9th	8	\$7,996	<b>\$3.34</b>	<b>28%</b>	6,441	\$1.24
200 N Grant	7	\$6,705	<b>\$3.20</b>	<b>27%</b>	4,811	\$1.39
200 S Washington	5	\$4,701	<b>\$3.14</b>	<b>26%</b>	3,497	\$1.34
200 N Madison	17	\$15,358	<b>\$3.02</b>	<b>25%</b>	10,316	\$1.49
600 N College	29	\$24,582	<b>\$2.83</b>	<b>24%</b>	20,910	\$1.18
200 S College	5	\$3,965	<b>\$2.65</b>	<b>22%</b>	3,579	\$1.11
400 W 4th	20	\$15,646	<b>\$2.62</b>	<b>22%</b>	18,453	\$0.85
300 S Walnut	10	\$7,726	<b>\$2.58</b>	<b>22%</b>	9,174	\$0.84
200 W 8th	13	\$9,996	<b>\$2.57</b>	<b>21%</b>	7,084	\$1.41
600 N Morton	29	\$22,039	<b>\$2.54</b>	<b>21%</b>	13,391	\$1.65
500 N Morton	30	\$21,784	<b>\$2.43</b>	<b>20%</b>	16,553	\$1.32
700 N AshlynnPark	12	\$8,420	<b>\$2.35</b>	<b>20%</b>	5,829	\$1.44
100 W 8th	20	\$13,330	<b>\$2.23</b>	<b>19%</b>	7,773	\$1.71
400 N Walnut	9	\$5,533	<b>\$2.06</b>	<b>17%</b>	4,310	\$1.28
100 S Madison	20	\$12,124	<b>\$2.03</b>	<b>17%</b>	8,110	\$1.49
200 S Madison	9	\$5,390	<b>\$2.00</b>	<b>17%</b>	4,196	\$1.28
600 N Walnut	10	\$5,725	<b>\$1.91</b>	<b>16%</b>	4,044	\$1.42
700 N Morton	14	\$7,910	<b>\$1.89</b>	<b>16%</b>	5,569	\$1.42
200 E 6th	18	\$9,118	<b>\$1.69</b>	<b>14%</b>	7,194	\$1.27
100 N Madison	14	\$6,849	<b>\$1.64</b>	<b>14%</b>	5,677	\$1.21
200 E 7th	11	\$5,344	<b>\$1.62</b>	<b>14%</b>	3,628	\$1.47
300 W 12th	14	\$6,791	<b>\$1.62</b>	<b>14%</b>	4,430	\$1.53
400 W 6th	18	\$8,128	<b>\$1.51</b>	<b>13%</b>	7,346	\$1.11
400 W Kirkwood	9	\$3,889	<b>\$1.45</b>	<b>12%</b>	2,304	\$1.69
300 E 7th	20	\$8,552	<b>\$1.43</b>	<b>12%</b>	5,178	\$1.65
200 N Washington	18	\$7,562	<b>\$1.41</b>	<b>12%</b>	5,879	\$1.29
400 W 7th	33	\$12,982	<b>\$1.32</b>	<b>11%</b>	14,576	\$0.89
400 S College	7	\$2,591	<b>\$1.24</b>	<b>10%</b>	2,732	\$0.95
200 N Lincoln	19	\$6,966	<b>\$1.23</b>	<b>10%</b>	5,574	\$1.25
800 N Morton	17	\$5,482	<b>\$1.08</b>	<b>9%</b>	3,573	\$1.53
400 W 8th	9	\$1,569	<b>\$0.58</b>	<b>5%</b>	1,781	\$0.88
300 S College	13	\$1,764	<b>\$0.45</b>	<b>4%</b>	1,273	\$1.39
	<b>1,523</b>	<b>\$2,403,667</b>	<b>\$5.28</b>	<b>44%</b>	<b>1,950,4</b>	<b>\$1.23</b>

The five busiest blocks in town continue to all be in the University Village area near the Sample Gates. The five least-busy blocks are the two blocks of S. College in front of the Convention Center, where there is vast parking and which is convenient to very little; the block of W. 8th west of the Showers Building, right near the free parking on Rogers St.; a block near the Park on Morton and other large apartment buildings, where residents have garage parking; and 200 N. Lincoln, which is used by downtown employees who are eligible for special permits.

### C. EXPENSES

There was relatively little change in Metered Parking's expenses over 2016. (See Fig. 4.7.)

The City was still paying off the purchase of the IPS meters in 2017 (line 53840).

The final two lines in category

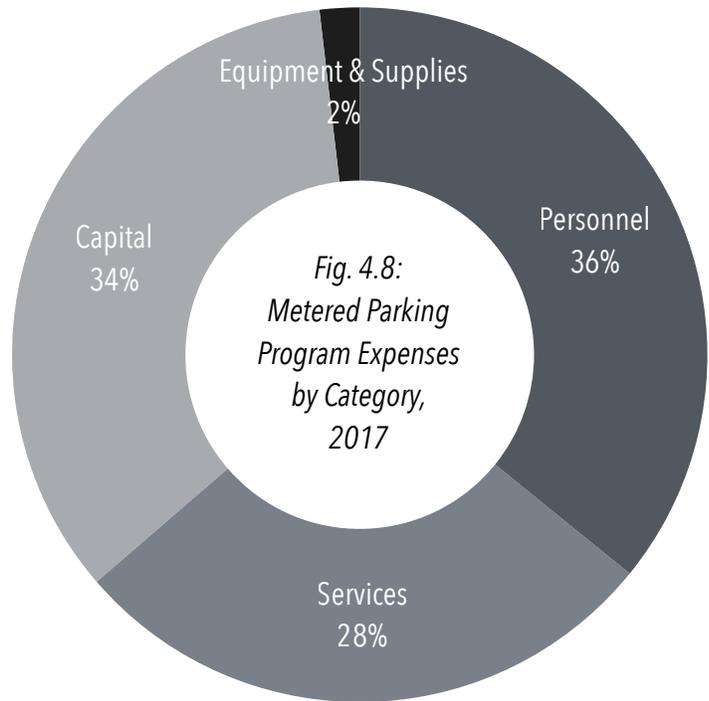
4 are worth noting. In 2016, Parking Enforcement used line 54310 to purchase a new Ford Colorado pickup truck with snow removal equipment. BMC §15.40.015 states that the Parking

Figure 4.7: Metered Parking Program Expenses by Category

Metered Parking Program: Category 1 (Personnel)	2016	2017
455-26-260000-51110 Salaries and Wages - Regular	\$351,727	\$352,044
455-26-260000-51120 Salaries and Wages - Temporary	\$60,920	\$56,488
455-26-260000-51210 FICA	\$29,070	\$29,007
455-26-260000-51220 PERF	\$49,945	\$49,990
455-26-260000-51230 Health and Life Insurance	\$146,005	\$157,014
<b>PERSONNEL</b>	<b>\$637,667</b>	<b>\$644,543</b>
Metered Parking Program: Category 2 (Equipment & Supplies)		
455-26-260000-52110 Office Supplies	\$637	\$165
455-26-260000-52240 Fuel and Oil	\$3,707	\$5,354
455-26-260000-52340 Other Repairs and Maintenance	\$20,295	\$3,030
455-26-260000-52420 Other Supplies	\$5,300	\$21,735
455-26-260000-52430 Uniforms and Tools	\$4,989	\$3,019
<b>EQUIPMENT &amp; SUPPLIES</b>	<b>\$34,927</b>	<b>\$33,304</b>
Metered Parking Program: Category 3 (Services)		
455-26-260000-53150 Communications Contract	\$213,565	\$173,729
455-26-260000-53210 Telephone	\$7,453	\$7,327
455-26-260000-53220 Postage	\$10,000	\$5,969
455-26-260000-53230 Travel	\$0	\$348
455-26-260000-53310 Printing	\$10,600	\$10,373
455-26-260000-53410 Liability / Casualty Premiums	\$8,103	\$8,103
455-26-260000-53420 Worker's Comp & Risk	\$15,937	\$15,937
455-26-260000-53620 Motor Repairs	\$17,701	\$22,208
455-26-260000-53630 Machinery and Equipment Repairs	\$25,188	\$28,340
455-26-260000-53640 Hardware and Software Maintenance	\$66,623	\$97,062
455-26-260000-53830 Bank Charges	\$114,460	\$135,543
455-26-260000-53990 Other Services and Charges	\$5,603	\$23,498
<b>SERVICES</b>	<b>\$495,233</b>	<b>\$528,438</b>
Metered Parking Program: Category 4 (Capital)		
455-26-260000-53840 Lease Payments	\$473,169	\$473,169
455-26-260000-539010 Inter-Fund Transfers		\$59,975
455-26-260000-54310 Improvements Other Than Building	\$87,577	\$126,000
455-26-260000-54440 Motor Equipment		\$87,000
<b>CAPITAL</b>	<b>\$560,746</b>	<b>\$746,144</b>

Meter Fund may be used for the “...cost of repairing and maintaining any of the public ways, curbs, and sidewalks where the parking meters are in use.” The only question is why it wasn’t recorded as Motor Equipment, as was done in 2017 when Public Works purchased a new Elgin Crosswind Truck Mounted Sweeper for its Street Division for \$87,000. Categories 1, 2 and 3 were roughly equal expenses in the Metered Parking program. (See Fig. 4.8.)

Though it cost \$1.8 million to maintain Metered Parking in 2017, the program had earnings of more than \$800,000. Metered street parking continued in 2017 to make the City’s parking system as a whole revenue-positive.



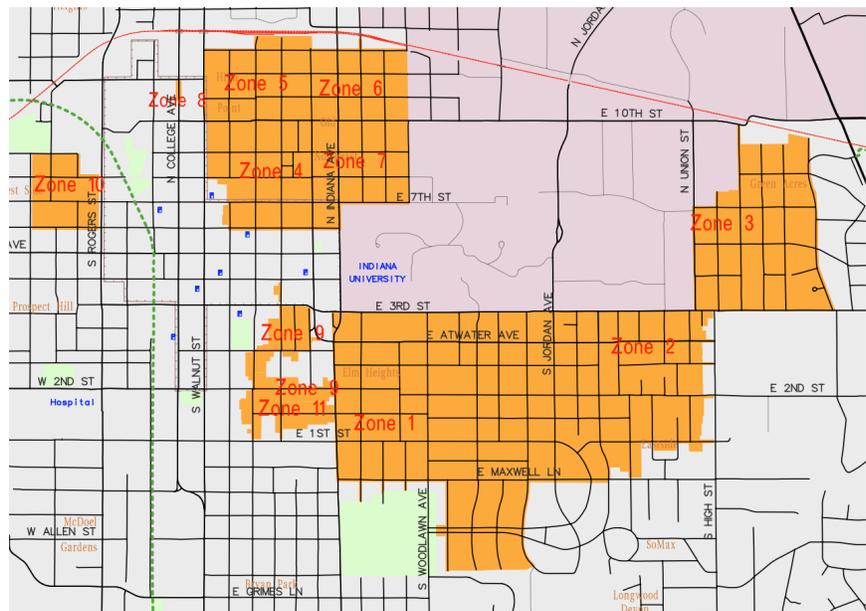
# CHAPTER 5: Neighborhood Zones Program

## A. SUMMARY OF PROGRAM ACTIVITY FOR THE YEAR

Neighborhood zones have been in continuous existence since the passage of Ordinance 92-06. The City’s eleven zones, surrounding its downtown and the IU campus, were patrolled by two full-time officers designated exclusively to neighborhood zones. Weekdays between 8 am and 5 pm, parking a car in a neighborhood zone required the display of a permit. Only residents of a given zone living in housing structures of four units or fewer were eligible to obtain annual permits for their vehicles, as well as one visitor’s permit per household. As in previous years these permits expired every August 15, sold for \$25 per year, and were issued regardless of the occupancy rate of the neighborhood zone.

Figure 5.1: Inventory by Neighborhood Zone, 2017

Zone	Neighborhood	Legal Spaces
Zone 1	Elm Heights	1341
Zone 2	Elm Heights E	749
Zone 3	Green Acres	351
Zone 4	Old Northeast & Downtown	454
Zone 5	High Point	292
Zone 6	Old Northeast	149
Zone 7	University Courts	333
Zone 8	North College	14
Zone 9	Elm Heights NW	119
Zone 10	Near West Side	184
Zone 11	Elm Heights W (Wylie House)	112
<b>Total</b>		<b>4098</b>



Revenue was down about 6 percent across the board, while program-related expenses increased 11 percent. (See Figure 5.2.) But the program generated positive earnings, primarily due to citations written in the neighborhood zones, which made up five-eighths of revenue.

Fig. 5.2: Financial Performance of the Neighborhood Zone Program (Alternative Transportation Fund #454), 2017

Category	2016	2017	Change
<b>NZ PROGRAM REVENUES</b>			
41020 Permits	\$ 210	\$ 1,048	399.0%
43170 NZ Permits	\$ 131,494	\$ 123,002	-6.5%
NZ # 1	\$30,690	\$30,020	-2.2%
NZ # 2	\$ 8,569	\$ 6,570	-23.3%
NZ # 3	\$ 4,430	\$ 4,905	10.7%
NZ # 4	\$18,655	\$20,005	7.2%
NZ # 5	\$ 8,995	\$ 9,210	2.4%
NZ # 6	\$ 3,000	\$ 3,300	10.0%
NZ # 7	\$ 9,175	\$ 9,177	0.0%
NZ # 8	\$ 675	\$ 525	-22.2%
NZ # 9	\$ 5,015	\$ 4,355	-13.2%
NZ # 10	\$ 1,635	\$ 1,725	5.5%
NZ # 11	\$ 2,430	\$ 1,787	-26.5%
All-Zone Permits	\$38,225	\$31,423	-17.8%
43180 Private Parking	\$ 542	\$ 394	-27.3%
46060 Citations	\$ 226,284	\$ 213,231	-5.8%
Other Revenues		\$ 62	
<b>NZ Revenue from Operations</b>	\$ 358,530	<b>\$ 337,737</b>	<b>-5.8%</b>
<b>NZ PROGRAM EXPENSES</b>			
51xxx Personnel	\$(117,257)	\$ (118,661)	1.2%
52xxx Equipment & Supplies	\$ (3,920)	\$ (4,236)	8.1%
53xxx Services	\$ (25,693)	\$ (40,432)	57.4%
<b>NZ Expenses from Categories 1-3</b>	\$(146,869)	<b>\$(163,329)</b>	<b>11.2%</b>
<b>NZ EARNINGS FROM OPERATIONS</b>	\$ 211,661	<b>\$ 174,408</b>	<b>-17.6%</b>
49010 NZ – Inter-Fund Transfers	\$ 500,000	\$ 439,233	-12.2%
<b>NZ Total Revenues</b>	\$ 711,661	<b>\$ 613,641</b>	<b>-13.8%</b>
54xxx Capital (Sidewalks)	\$(400,496)	\$ (462,508)	15.5%
<b>NZ Total Program Earnings</b>	\$ 311,165	<b>\$ 151,132</b>	<b>-51.4%</b>

## B. REVENUES

City code required revenues from permits to be deposited into the Alternative Transportation Fund (city account #454), calling for surplus revenues from the neighborhood zone program to be used to “reduce the community’s dependency on the automobile.” In practice, this fund became the source of the City Council’s Sidewalk Fund, but the Mayor has regularly budgeted, and the Council has regularly approved, a transfer in to the Alternative Transportation Fund of non-parking-related capital dollars for such

use. In short, there is a disconnect between the NZ program and the fund where its money is

managed: the presence of inter-fund transfers is unrelated to the performance of the program, although it is included in this report’s numbers.

As mentioned, the bulk of program revenues come from citations at 63 percent, followed by all-zone and Zone 1 permits at 9 percent each. (See Figure 5.3.) There is no obvious explanation for the fluctuation in individual zone demand, or the overall decrease in neighborhood zone demand.

Zone 4, just north of the East Kirkwood overlay portion of downtown, led all zones in revenue generated per legal space in the zone, which corresponded roughly with the

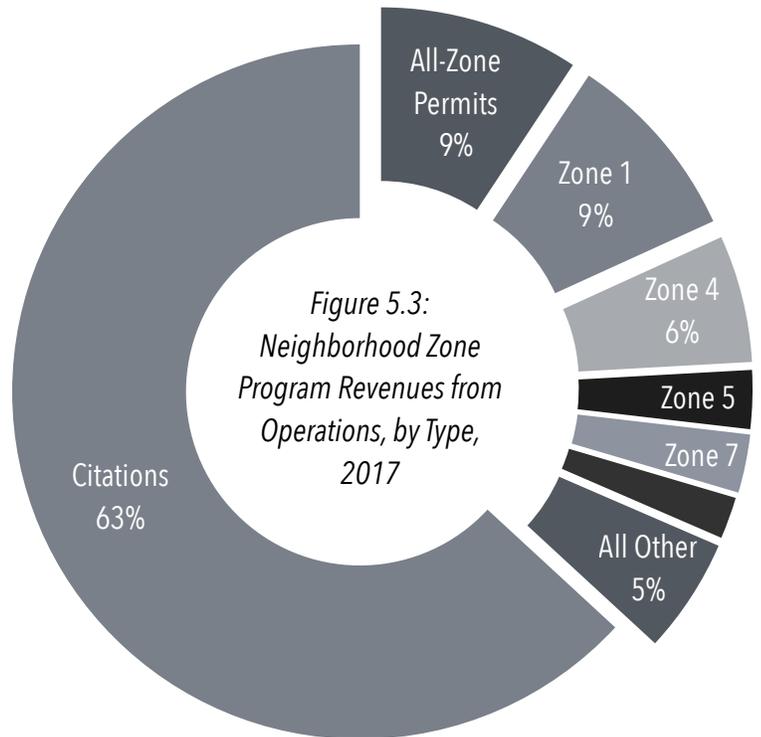


Fig. 5.4: Financial Performance of the Neighborhood Zone Program (Alt. Transportation Fund #454), 2017

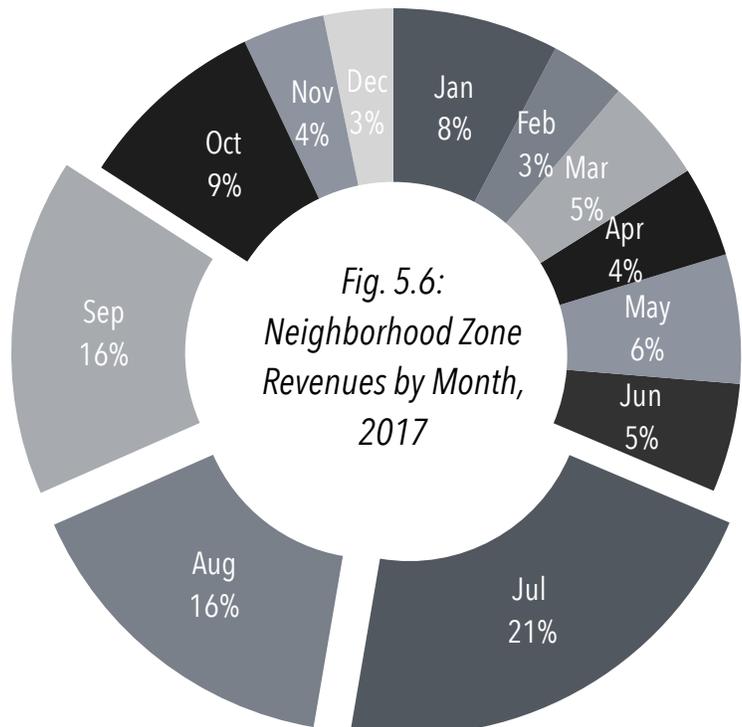
Zone	2017 Revenue	Legal Spaces	Annual Revenue /Space	2016 Permits/ Spaces
Zone 4	\$ 20,005	454	\$ 44	139.9%
Zone 8	\$ 525	14	\$ 38	178.6%
Zone 9	\$ 4,355	119	\$ 37	163.9%
Zone 5	\$ 9,210	292	\$ 32	125.0%
Zone 7	\$ 9,177	333	\$ 28	98.5%
Zone 1	\$ 30,020	1341	\$ 22	90.1%
Zone 6	\$ 3,300	149	\$ 22	77.2%
Zone 11	\$ 1,787	112	\$ 16	32.1%
Zone 3	\$ 4,905	351	\$ 14	50.1%
Zone 10	\$ 1,725	184	\$ 9	36.4%
Zone 2	\$ 6,570	749	\$ 9	35.5%

Fig. 5.5: Neighborhood Permit Revenues by Zone and Mon

ZONE	2016				2017							% Chg. in Permits
	Resi- dent	Visi- tor	Total Permits	Revenue	Resi- dent	Revenue	Visi- tor	Revenue	Total Permits	Total Revenue		
<b>1</b>	862	346	<b>1208</b>	\$30,690	859	\$19,495	362	\$8,800	<b>1,221</b>	<b>\$28,295</b>	1.1%	
<b>2</b>	183	83	<b>266</b>	\$8,569	168	\$3,910	84	\$2,025	<b>252</b>	<b>\$5,935</b>	-5.3%	
<b>3</b>	131	45	<b>176</b>	\$4,430	149	\$3,470	144	\$1,075	<b>293</b>	<b>\$4,545</b>	66.5%	
<b>4</b>	522	113	<b>635</b>	\$18,655	642	\$15,840	103	\$2,550	<b>745</b>	<b>\$18,390</b>	17.3%	
<b>5</b>	292	73	<b>365</b>	\$8,995	290	\$6,600	77	\$1,925	<b>367</b>	<b>\$8,525</b>	0.5%	
<b>6</b>	88	27	<b>115</b>	\$3,000	89	\$1,910	34	\$800	<b>123</b>	<b>\$2,710</b>	7.0%	
<b>7</b>	286	42	<b>328</b>	\$9,175	328	\$7,255	46	\$1,125	<b>374</b>	<b>\$8,380</b>	14.0%	
<b>8</b>	21	4	<b>25</b>	\$675	20	\$450	2	\$50	<b>22</b>	<b>\$500</b>	-12.0%	
<b>9</b>	139	56	<b>195</b>	\$5,015	131	\$2,870	47	\$1,175	<b>178</b>	<b>\$4,045</b>	-8.7%	
<b>10</b>	51	16	<b>67</b>	\$1,635	50	\$1,250	19	\$475	<b>69</b>	<b>\$1,725</b>	3.0%	
<b>11</b>	27	9	<b>36</b>	\$2,430	49	\$1,125	25	\$575	<b>74</b>	<b>\$1,700</b>	105.6%	
<b>TOTALS</b>	<b>3304</b>	<b>814</b>	<b>3416</b>	<b>\$93,269</b>	<b>2775</b>	<b>\$64,175</b>	<b>943</b>	<b>\$20,575</b>	<b>3,718</b>	<b>\$84,750</b>	<b>8.8%</b>	
All-Zone	702	-		\$38,225	N/A	N/A	-	-				

percentage of spaces sold in 2016. (See Figure 5.4. 2017 permit sales were not available as of the time of this draft.) The disparity in demand belied the flat pricing of permits at \$25 per year; differential pricing is called for to temper demand in oversold zones, or the opening of low-demand zones to residents of multi-family housing.

Figure 5.5 shows an almost 9 percent increase in permits from 2016. (All-zone permit data was not available.) For the most popular zones, it underscored the



increasing pressure on the neighborhood parking supply, for which the price of permits has not increased in decades.

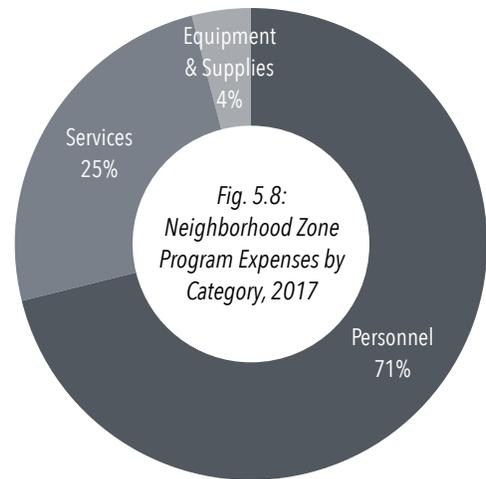
Figure 5.6 illustrates that far and away the third quarter of the year is the busiest time for the purchase of permits, which become effective August 15 in conjunction with the academic year. Third quarter sales account for more than half of permits sold all year.

Fig. 5.7: Neighborhood Zone Program Expenses by Category, 2017

<b>NZ Program: Category 1 (Personnel)</b>			
	2016	2017	Change
454-02-020000-51110 Salaries and Wages - Regular	\$74,719	\$74,232	-0.7%
454-02-020000-51210 FICA	\$5,381	\$5,341	-0.8%
454-02-020000-51220 PERF	\$10,610	\$10,541	-0.7%
454-02-020000-51230 Health and Life Insurance	\$26,546	\$28,548	7.5%
<b>PERSONNEL</b>	<b>\$117,257</b>	<b>\$118,661</b>	<b>1.2%</b>
<b>NZ Program: Category 2 (Equipment &amp; Supplies)</b>			
454-02-020000-52110 Office Supplies	\$58	\$9	-84.1%
454-02-020000-52240 Fuel and Oil	\$2,667	\$2,939	10.2%
454-02-020000-52340 Other Repairs and Maintenance	\$137	\$2,500	1,724.7%
454-02-020000-52420 Other Supplies	\$366	\$511	39.7%
454-02-020000-52430 Uniforms and Tools	\$692	\$777	12.3%
<b>EQUIPMENT &amp; SUPPLIES</b>	<b>\$3,920</b>	<b>\$6,736</b>	<b>71.8%</b>
<b>NZ Program: Category 3 (Services)</b>			
454-02-020000-53110 Engineering and Architectural	\$0	\$10,234	
454-02-020000-53210 Telephone	\$1,011	\$1,099	8.7%
454-02-020000-53310 Printing	\$8,534	\$6,800	-20.3%
454-02-020000-53620 Motor Repairs	\$6,902	\$14,999	117.3%
454-02-020000-53640 Hardware and Software Maintenance	\$278	\$1,000	260.4%
454-02-020000-53830 Bank Charges	\$8,449	\$6,299	-25.4%
454-02-020000-53990 Other Services and Charges	\$519	\$1,000	92.7%
<b>SERVICES</b>	<b>\$25,693</b>	<b>\$41,432</b>	<b>61.3%</b>
<b>NZ Program: Category 4 (Capital)</b>			
<b>CAPITAL</b>	<b>\$0</b>	<b>\$0</b>	

### C. EXPENSES

Two full-time enforcement officers made up the bulk of expenses as had been true for years. (See Figure 5.7.) The modest increase in expenses was not directly related to the provision of neighborhood parking services: projects improving pedestrian safety at signalized intersections (including 4th & Rogers, and Allen & Walnut) was the reason for a significant increase in engineering dollars (line #53110). The increase in Motor Repairs (line #53620) was not explained in the Commission’s data. # # #



## **Appendix A: Resolutions**

This appendix was attached to the adopted report on February 16, 2022. It is a corrected version of the list on page 9 of the report; the Commission did not have a consistent resolution-numbering convention in its first year. Items in **bold** were adopted.

**Res. 17-01: To Establish Rules and Procedures for the Commission**

**Res. 2017-2: To Gather All Data Necessary for an Annual Parking Report**

**Res. 2017-3: To Request Funding for a Parking Study in the Fiscal Year 2018**

Res. 2017-4: To Adopt a Comprehensive Parking Management Policy  
*(postponed indefinitely)*

Res. 2017-05: To Make a Recommendation on a City Council Ordinance Re:Creating and Enforcing a Residential Neighborhood Zone “12” in Garden Hill  
*(withdrawn) original could not be located*

Res. 2017-06: To Make a Recommendation on City Council Ordinance 17-24, Re: Deleting BMC Chapter 15.36 (Resident-Only Parking Permits)  
*(withdrawn) original could not be located*

**Res. 2017-07: To Adopt the Commission’s Annual Report**

*originally numbered 2017-05 in error, but is mentioned in Res. 2017-08 with the correct number*

**Res. 2017-08: To Recommend Changes to Parking System Based on Its Annual Report**

*only the resolution text is included; for the draft ordinance text it mentions, see the Parking Commission meeting packet for 12/12/2017*

**RESOLUTION 17-01  
TO ESTABLISH RULES AND PROCEDURES FOR  
THE CITY OF BLOOMINGTON PARKING COMMISSION**

WHEREAS, Bloomington Municipal Code Section 2.12.110 (e) (5) directs the Parking Commission to adopt rules and regulations for the conduct of its business; and

WHEREAS, staff with the City of Bloomington's Planning and Transportation Department has provided the Parking Commission with proposed Bylaws (rules and regulations) for the operation of the Parking Commission; and

WHEREAS, the Parking Commission finds the proposed Bylaws to be appropriate and necessary;

NOW, THEREFORE BE IT HEREBY ORDAINED BY THE PARKING COMMISSION OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

Section 1. The attached Bylaws, noted as Exhibit A and incorporated as though fully set forth herein, are hereby adopted and shall now govern the operating procedures for the Parking Commission.

Section 2. The Bylaws may be amended, from time-to-time, with the approval of a new Resolution passed by a two thirds (2/3) majority vote of the Parking Commission.

PASSED AND ADOPTED by the Parking Commission of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Signature of Chair of Parking Commission

ATTEST:

\_\_\_\_\_  
Scott Robinson  
Planning & Transportation Department  
City of Bloomington, Indiana

**City of Bloomington, Indiana  
Parking Commission  
BYLAWS**

**Article I.  
MEMBERS**

**I.1. Appointment.** Bloomington Municipal Code (BMC) §2.12.110 (b), or its successors specifies the appointment mechanism. BMC §2.08.020 or its successors specifies filling of vacancies.

**I.2. Qualifications of Voting Membership.** BMC §2.12.110 (c), or its successors, specifies the composition of the Commission and Qualifications for voting Membership.

**I.3. Appointment of Non-Voting Advisory Members.** BMC §2.02.040, or its successors, sets forth the guidelines and requirements to expand the Commission, by adopting and filing with the City of Bloomington Common Council a motion which states the Commission's intention to expand membership ~~in this regard by a specified number of positions~~ by as many as four (4) non-voting advisory Members. As directed by BMC §2.08.020 (2), the motion shall set forth the initial period of staggered terms and, after that period, the terms shall be the same length as other positions on those entities.

**I.4. Meetings.** The commission shall meet at least one time each month, unless the Commission votes to cancel a meeting. ~~Changes to dates and times may be approved by the Chairperson (including cancellations and the scheduling of the special meetings.)~~

**I.5. Attendance.** Members shall give prior notice to the Chairperson, or to the staff liaison appointed by the Transportation and Traffic Services Division of the Planning and Transportation Department, if they are unable to attend a regular or special meeting.

**I.6. Resignation.** Resignations shall be in writing by the resigning Member, and shall be conveyed to the Chairperson and the appointing office of the resigning Member.

**I.7. Removal of Members.** Except for appointees who serve at the pleasure of the Mayor, a member of the Commission may be removed for cause. Cause shall include, but not be limited to, failure to attend three consecutive regularly-scheduled meetings of the board, commission, or council or four regularly-scheduled meetings in any twelve-month period, provided that any member may submit in writing to the appointing authority any extenuating circumstances. Such written submission shall be made within five business days before the formal decision to remove is reached. Acceptance of extenuating factors by the appointing official or body puts the member on notice that further excessive absenteeism shall result in removal. ~~The Chairperson shall provide notice of absenteeism of Mayoral appointees to the Office of the Mayor.~~ BMC §2.08.20 (4).

**I.8. Vacancies by Death, Resignation–Failure to Appoint.** In the event that a vacancy occurs through resignation or death, the appointing authority shall appoint a person to fill the unexpired term of the resigned or deceased member. If a Member's term has expired, but the appointing authority has failed to act, the appointment of the Member whose term has expired carries over until the appointing authority reappoints or appoints a successor. *BMC § 2.08.20 (5)*.

## **Article II. MEETINGS**

**II.1. Regular Meetings.** Regular meetings of the Commission shall be held monthly.

**II.2. Annual Meeting.** The regular meeting in February shall be known as the annual meeting and shall be to elect officers and for any other business that may arise.

**II.3. Special Meetings.** BMC §2.08.020 (11) or its successors specifies requirements for calling special meetings. ~~A special meeting may be called by the Chairperson, the Mayor, or by a majority of the members then serving on the Commission requesting such meeting in writing.~~ A special meeting of the Commission or council may be called by the Chairperson, the Mayor, or by a majority of the Members then serving on the Commission requesting such meeting in writing to the Chairperson. Upon receiving such request, the Chairperson shall thereafter call a special meeting to be held within **twenty days**. Notice of special meetings must be given in advance and the purpose of a special meeting shall be set forth in the notice thereof. Public notice of the date, time, and place of any meetings, executive sessions, or of any rescheduled or reconvened meeting, shall be given at least forty-eight (48) hours (excluding Saturdays, Sundays, and legal holidays) before the meeting.

**II.4. Notice.** Notice of each regular meeting shall be conveyed to Commission **M**members before each meeting and shall include the agenda. The news media shall also be notified in accordance with I.C. 5-14-1.5-1 through 7 or its successors.

**II.5. Quorum.** BMC §2.08.020 (7) or its successors specify requirements for a quorum. A majority of the **appointed** ~~serving~~, Members, excepting the nonvoting **appointed** and *ex officio* **M**members, shall constitute a quorum for purpose of conducting the official business of the Commission.

**II.6. Parliamentary Procedure.** BMC §2.08.020 (8) or its successors specifies requirements for Parliamentary Procedure.

**II.7. Conduct of Meetings.** The order of business of all meetings shall be as follows:

- (a) Call to Order;
- (b) Approval of Minutes;
- (c) Reports from **Commissioners** and City Offices including, but not limited to:
  1. Office of the City Controller;

- 2. Department of Public Works;
- 3. Parking Enforcement Division of the Police Department;
- 4. Office of the City Clerk;
- 5. Department of Planning & Transportation;
- (d) Reports from the Public;
- (e) Discussions of Topics Not the Subject of Resolutions;
- (f) Resolutions for Second Reading **and Discussion**;
- (g) Resolutions for First Reading **and Discussion**;
- (h) Member Announcements;
- (i) Adjournment.

The Chairperson may limit the length of time and number of times an individual may comment during public comment. The Chairperson shall explain the limits prior to hearing any public comment. This also may include limitations on repetitive or redundant comments to help ensure each individual has an opportunity to provide their comments.

**II.8. Votes.** Each voting Member shall be entitled to one vote. Routine business may be conducted by voice vote. The outcome of a vote is determined by the majority **of the serving Members (more than one half excluding blanks and abstentions)** of those present and eligible to vote and voting **with a minimum of four votes cast in the affirmative**. No member may be forced to vote. A member who wishes not to vote may remain silent during a voice vote or roll call vote, or may submit a blank ballot during a ballot vote.

\*Strike: (more than one-half..)

Need to rewrite II.8 for either a 3 or a 4 vote minimum to pass  
Revisit in Mar

A*	Q*	Maj*	Super-Maj
9	5	4	6
8	5	4	6
7	4	3	5
6	4	3	5
5	4	3	4

A: Appointed

Q: Quorum

M: Majority

Option 1: Three Votes

**II.8. Votes.** Each voting Member shall be entitled to one vote. Routine business may be conducted by voice vote. The outcome of a vote is determined by the majority of the serving Members of those present and eligible to vote and voting. No member may be

forced to vote. A member who wishes not to vote may remain silent during a voice vote or roll call vote, or may submit a blank ballot during a ballot vote.

#### Option 2: Four Votes

**II.8. Votes.** Each voting Member shall be entitled to one vote. Routine business may be conducted by voice vote. The outcome of a vote is determined by the majority of the serving Members of those present and eligible to vote and voting. No member may be forced to vote. A minimum of four votes cast in the affirmative is required to carry a motion or adopt a Resolution of the Commission. A member who wishes not to vote may remain silent during a voice vote or roll call vote, or may submit a blank ballot during a ballot vote

**II.9. Minutes.** Minutes shall be recorded at all meetings, and the Secretary shall ensure that all minutes, correspondence, committee reports, etc., are available for review by Members within thirty (30) days after a meeting, in draft, summary or final form.

### **Article III. RESOLUTIONS**

**III.1. Resolutions.** The Commission shall have the authority to adopt resolutions. Resolutions shall be given two readings before a vote may be taken on its passage and no resolution shall be adopted on the same day or at the same meeting as it is introduced except by unanimous consent of the Members present, at least two-thirds of the **appointed** **serving** Members being present and voting.

**III.2. Recommendations.** Published recommendations of the Commission and the Annual Report shall be adopted and approved by Resolution.

**III.3. Recorded Votes.** For Resolutions considered by Commission, the Secretary shall call the roll and record the votes of each **serving** Member, the results which shall be published in the minutes of the Commission's meeting.

**III.4. Annual Report.** BMC §2.12.110 specifies that the **Ce**ommission shall submit an annual report of its activities and programs to the Mayor and Common Council by September 30 of each year. Such report shall be approved by the Commission by Resolution.

### **Article IV. OFFICERS**

**IV.1. Positions.** Officers of the Commission may include but are not limited to the Chairperson, the Vice-Chairperson, and the Secretary.

**IV.2. Eligibility.** All officers shall be members of the Commission and no member shall hold more than one office at a time. The Chairperson shall have been a member for at least six months prior to becoming Chairperson, unless no current Members have been appointed for a period longer than six months.

**IV.3. Election.** All officers shall be elected at a regular meeting by a majority of the current membership of the Commission.

**IV.4. Term.** Officers shall be elected to serve for one year or until their successors are elected, and their terms of office shall begin at the close of the meeting at which they are elected. Officers shall deliver to their successors all accounts, papers, records, and other Commission property within two weeks of their expired term.

**IV.5. Removal.** An Officer of the commission may be removed from office for cause. Cause shall include, but not be limited to, misuse of office, improper representation of the commission, failure to carry out minimum duties of office, failure to attend three consecutive regularly scheduled meetings in any twelve month period or four regularly scheduled meetings in any twelve month period without just cause as determined by the Commission; provided, that any member may submit in writing to members of the commission any extenuating circumstances. Such written submission shall be made within five business days before the formal decision to remove is reached. A member or members of the commission shall submit a signed statement outlining the charges to the Commission and, following the proper procedure, cause is established. Proper procedure includes distribution of the statement to all Commission members. Decision as to removal will be made by majority vote at the next scheduled meeting. Removal from office is not a vote for dismissal from the Commission.

**IV.6. Vacancies.** If an office becomes vacant, the term shall be filled by election at the next regular meeting. If the Officer resigns from the office giving advance notice, the election shall take place at the next regular meeting after the resignation is submitted.

**IV.7. Chairperson.** The Chairperson shall prepare the agenda for all meetings, and preside over all meetings (except when she/he designates another person, or the Vice-Chairperson). The Chairperson shall distribute the agenda and related documents no less than 48 hours prior to a scheduled meeting. The Chairperson shall be responsible for preparing and submitting the Commission's annual report, as required by §III.4 above.

**IV.8. Vice-Chairperson.** The Vice-Chairperson shall serve as the Chairperson in the absence of the Chairperson; shall perform all duties that may be delegated by the Chairperson; shall aid the Chairperson on request; shall post notice of vacancies of the Commission's Advisory Committee positions and the requirements thereof; and shall perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Commission. In the absence of the Secretary, the Vice-Chairperson shall serve as or appoint a Member to serve as Secretary.

**IV.9. Secretary.** The Secretary shall keep for every meeting written minutes in which the results of any vote are recorded and, when appropriate, specific findings of facts and conclusions, and shall handle the correspondence of the Commission. A copy of all minutes, committee reports, etc. are to be kept on file in the Transportation and Traffic Services Division of the Planning and Transportation Department or its successor.

**IV.10 Executive Committee.** The Executive Committee shall consist of the Chairperson, the Vice Chairperson, and the Secretary. The Executive committee shall meet with the Planning and Transportation Department staff liaison to discuss the business and set the agenda in advance of a the regular meetings and recommend to the Common Council candidates for nonvoting, advisory mMembership.

**IV.11. Staff Liaison Duties.** The Planning and Transportation Department staff liaison shall provide notice of all Commission meetings as required by the Indiana Open Door Law; provide and report in a timely manner on all data requests regarding the City's parking inventory, including usage, capital and operating costs, so long as the data is released in a manner consistent with exemptions from disclosure of public records set forth in Indiana Code § 5-14-3-4; and provide other support for Commission activities as agreed to by the Director of Planning and Transportation or its successor.

## **Article V. ADVISORY COMMITTEE**

**V.1. Appointment.** BMC §2.02.040 or its successors specifies the appointment mechanism of Advisory Committee members.

**V.2. Notice of Vacancy.** The Vice-Chairperson shall post notice of vacancy with the Office of the City Clerk.

**V.3. Residency Requirement.** BMC §2.08.20 or its successors specifies all appointments to city boards, commissions and councils shall be made from residents of the city except those positions that are directed otherwise by state law or city ordinance.

**V.4. Terms.** As directed by BMC §2.08.020 (2), the motion shall set forth the initial period of staggered terms and, after that period, the terms shall be the same length as other positions on those entities.

## **Article VI. APPROPRIATIONS**

**VI.1. Appropriations.** BMC §2.12.110 or its successors specifies that the Commission may apply for appropriations through the Mayor, apply for grants, gifts or other funds

from public or private agencies. All monies shall be placed on deposit in accounts designated by the City Controller and may be disbursed by Resolution of the Commission. The Vice-Chairperson shall prepare an annual statement of appropriations, grants, gifts, and expenditures to be presented to the Members at its annual meeting.

**Article VII.  
AMENDMENT OF BYLAWS**

**VII.1. Amendment.** A two-thirds (2/3) majority of the Commission may vote to amend these by-laws only after discussing proposed amendments during at least two regularly scheduled Commission meetings that have been called with proper notice.

**Bylaws of the City of Bloomington Parking Commission, adopted FebruaryMarch 28, 2017.**

**Bloomington Parking Commission**

**Resolution 2017-2  
To Gather All Data Necessary for an Annual Parking Report**

WHEREAS, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 (“Ordinance”) amending Title 2 of the Bloomington Municipal Code,

WHEREAS, the ordinance created the Bloomington Parking Commission, whose primary purpose is to develop, implement, maintain and promote a comprehensive policy on parking that takes in account the entirety of, and furthers the objectives of, the city’s comprehensive plan,

WHEREAS, the Ordinance also directs the Commission to coordinate parking activities, to carry on educational activities in parking matters, to supervise the preparation and publication of parking reports, to receive comments and concerns having to do with parking matters, and to recommend to the common council and to appropriate city officials ways and means for achieving the city’s comprehensive plan objectives through the administration of parking policies and enforcement of parking regulations,

NOW THEREFORE BE IT RESOLVED that the Members of the Bloomington Parking Commission hereby authorize and direct members of the Executive Committee to inquire and obtain data for the the calendar year 2016 (attached hereto as Exhibit “A”), and to report this information to the Commission at its next regularly scheduled meeting.

#

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

**Exhibit A**  
**Requests for Parking-Related Reports from City Departments**

**Data from Clerk: Tickets and Appeals**

1. Tickets written
2. Appeals filed (total, by type)
3. Appeals upheld/denied/other (total, by type)

**Data from the Controller**

**Revenue**

4. Permits sold (of all types other than garage); permit revenue
5. Garage revenue
6. Meter revenue by payment type: cash, credit card, ParkMobile
7. Citation revenue

**Expense**

8. Repair costs including regular upkeep, improvements and expenses due to vandalism
9. Staffing: broken out by garages, lots, meters and neighborhood zones (NZs)
10. Credit card / ParkMobile fees
11. Licensing fees / costs associated with handheld devices
12. Monies transferred from the Parking Fund to the General Fund by Council

**Assets**

13. Parking fund balance
14. Garage fund balance
15. Current-assets value of collections

**Liabilities**

16. History and balance of parking bonds

**Data from Police: Meters**

17. All meter transaction data, devoid of personal identifying information

**Data from Public Works**

**General**

18. Uptime; reasons for being out of service
19. Meter GIS/GPS data
20. Total number of garage permits issued
21. Garage occupancy by permit type including those with no permits

**Expense**

22. Security costs
23. Signage count and costs for replacement of signs

## PARKING COMMISSION

### **Resolution 2017-3**

#### **A Budget Request to Fund a Parking Study in the Fiscal Year 2018**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code;

**WHEREAS**, the ordinance created the Bloomington Parking Commission, whose powers and duties include, but are not limited to reviewing the performance of all meters, lots, garages, and neighborhood zones in the city's parking inventory, and reviewing the performance of all divisions of City departments devoted specifically to parking management;

**WHEREAS**, the Commission's duties include making recommendations on parking policy, including but not limited to: pricing, hours of operation, addition or removal of parking spaces, and changes when necessary to city code, enforcement procedures, or any other aspect of parking management policy;

**WHEREAS**, the Commission may apply for appropriations through the mayor, or researching and applying for grants, gifts, or other funds from public or private agencies, for the purpose of carrying out any of the provisions of the Ordinance;

**WHEREAS**, Walker Parking Consultants conducted a comprehensive parking study on behalf of the City of Bloomington at the cost of \$55,000 in 2006 and an update to the parking study in 2012;

**WHEREAS**, Walker Parking Consultants has represented that is qualified by training and experience to conduct parking studies;

**WHEREAS**, the Commission may desire to engage Walker Parking Consultants to render services in connection with preparation of the annual report and the formulation of Comprehensive Parking Policy for the City of Bloomington;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission requests as follows:

1. **Request for Budget Item.** The City of Bloomington Parking Commission petitions the City of Bloomington Department of Planning and Transportation to coordinate a request for a one-time budget item for the fiscal year 2018 for the sum of \$60,000, drawn from the Parking Meter Fund.

## PARKING COMMISSION

2. **Purpose of Budget Item.** The budget item shall be used to conduct a review of parking habits and for formulating a Comprehensive Parking Management Policy by the Commission.
3. **Disbursement of Funds.** Pursuant to the by-laws of the Commission, funds shall be placed on deposit in accounts designated by the City Controller and disbursed by Resolution of the Commission.
4. **Effective Date.** Funds shall be available January 1st, 2018.

#

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chairperson, Parking Commission  
Jim Blickensdorf,  
Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan,  
Council Member

# PARKING COMMISSION

## **Amendments to Resolution 2017-3 A Budget Request to Fund a Parking Study in the Fiscal Year 2018**

1. Proposed by Faith Hawkins: Remove perambulatory clause 6, in its entirety.
2. Proposed by Faith Hawkins: Remove perambulatory clause 7, in its entirety.
3. Proposed by Steve Volan: Replace Operative Cause 1 with:
  1. **Request for Budget Item.** The Commission requests from the Department of Planning and Transportation a one-time budget item for the fiscal year 2018 for the sum of \$60,000, drawn from the Parking Meter Fund.
4. Proposed by Steve Volan: Replace Operative Cause 2 with:
  2. **Purpose of Budget Item.** The budget item shall be used only for the purposes of conducting a review of parking habits, and for formulating a Comprehensive Parking Management Policy by the Commission.
5. Proposed by Steve Volan: Replace Operative Cause 3 with:
  3. **Disbursement of Funds.** The funds shall be placed in an account deemed appropriate by the City Controller, who shall disburse them only upon adoption of subsequent Resolution(s) of the Commission.
6. Proposed by Jim Blickensdorf: Add Operative Cause 5:
  5. **Final Disposition of Funds.** The Commission shall direct the Office of the City Controller to return any unencumbered funds to the City's Parking Meter Fund on December 28th, 2018.
7. Proposed by Jim Blickensdorf: Add Operative Cause 5:
  6. **Comprehensive Plan.** Submit an amendment to Chapter 6 of the Draft Comprehensive Plan: "Policy 6.4.6" to include regular evaluations (5 years) of the parking inventory and systems by outside consultants.

# PARKING COMMISSION

## **Resolution 2017-4 To Adopt a Comprehensive Parking Policy Statement**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code;

**WHEREAS**, the ordinance created the Bloomington Parking Commission, whose primary purpose is to develop, implement, maintain and promote a comprehensive policy on parking that takes in account the entirety of, and furthers the objectives of, the city's comprehensive plan;

**WHEREAS**, the Ordinance also directs the Commission to coordinate parking activities, to carry on educational activities in parking matters, to supervise the preparation and publication of parking reports, to receive comments and concerns having to do with parking matters, and to recommend to the common council and to appropriate city officials ways and means for achieving the city's comprehensive plan objectives through the administration of parking policies and enforcement of parking regulations;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission hereby adopts the Comprehensive Parking Management Policy, attached hereto as Exhibit "A".

#

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf,  
Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan,  
Council Member

# PARKING COMMISSION

## PKG Resolution 2017-05

### To Adopt the City of Bloomington Parking Commission's Annual Report

WHEREAS, the Common Council in November 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code (BMC) to create the Bloomington Parking Commission;

WHEREAS, the Commission's primary purpose is to develop, implement, maintain and promote a comprehensive policy on parking that takes in account the entirety of, and furthers the objectives of, the City's comprehensive plan;

WHEREAS, the Ordinance also directs the Commission to carry on educational activities in parking matters, and to supervise the preparation and publication of parking reports;

WHEREAS, the Commission adopted **PKG Resolution 2017-2, To Gather All Data Necessary for an Annual Parking Report**;

WHEREAS, the Commission has prepared a draft report on the status of the City's parking system, and has thoroughly deliberated over and amended the draft; and

WHEREAS, the By-Laws of the Commission specify that the Annual Report of the Commission shall be adopted and approved by a recorded roll-call vote;

NOW THEREFORE BE IT RESOLVED that the Members of the Bloomington Parking Commission hereby adopt the City of Bloomington Parking Commission's Annual Report, as amended (attached hereto as Exhibit "A"), and direct the Chair to deliver said report to the Common Council and the Office of the Mayor as specified in BMC §2.12.110.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

## PARKING COMMISSION

Resolution 2017-08 — To Recommend to the Common Council Changes to BMC Title 15

**PKG Resolution 2017-08**

**To Recommend to the Common Council Changes to BMC Title 15**

WHEREAS, the Common Council in November 2016 adopted Ordinance 16-22 (“Ordinance”) amending Title 2 of the Bloomington Municipal Code (BMC) to create the Bloomington Parking Commission;

WHEREAS, the Commission’s primary purpose is to develop, implement, maintain and promote a comprehensive policy on parking that takes in account the entirety of, and furthers the objectives of, the City’s comprehensive plan;

WHEREAS, the Ordinance also directs the Commission to carry on educational activities in parking matters, and to supervise the preparation and publication of parking reports;

WHEREAS, the Commission adopted **PKG Resolution 2017-2, To Gather All Data Necessary for an Annual Parking Report;**

WHEREAS, in November, 2017 the Commission adopted **Resolution PKG-17-07, To Adopt the City of Bloomington Parking Commission’s Annual Report**

WHEREAS, the Commission has prepared a draft Ordinance recommending changes to Title 15 the City of Bloomington Municipal Code; and

WHEREAS, the By-Laws of the Commission specify that all recommendations adopted by Commission shall be adopted and approved by a recorded roll-call vote;

NOW THEREFORE BE IT RESOLVED that the Members of the Bloomington Parking Commission hereby adopt and report to the Common Council the following recommendations, as amended (attached hereto as Exhibit “A”).

#

## PARKING COMMISSION

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which a quorum was present and voted.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X \_\_\_\_\_  
Chair, Parking Commission  
Jim Blickensdorf, Council Appointee

X \_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

###

CITY OF BLOOMINGTON

PARKING COMMISSION

**Parking Resolution 18-03**

**To Amend the Commission's ByLaws**

**WHEREAS**, the City of Bloomington Common Council in November of 2016 adopted Ordinance 16-22 ("Ordinance") amending Title 2 of the Bloomington Municipal Code; and

**WHEREAS**, Ordinance 16-22 requires the Commission to adopt rules and regulations for the conduct of its business; and

**WHEREAS**, On March 27, 2017, the Commission adopted by-laws governing the conduct of its business; and

**WHEREAS**, the Commission desires to amend its by-laws to clarify provisions and streamline the adoption of resolutions;

**NOW THEREFORE BE IT RESOLVED** that the Members of the Bloomington Parking Commission hereby amend the Bylaws of the Bloomington Parking Commission, a copy of which is attached hereto as Exhibit A.

#

**APPROVED** this 28<sup>th</sup> day of March, 2019, by the Parking Commission, at a regular meeting of the Bloomington Parking Commission at which two-thirds of the Members were present and voting.

We the below-signed, do hereby certify that the above is a true and correct copy of the resolution.

X   
\_\_\_\_\_  
Chair, Parking Commission

Adrienne Evans Fernandez, Council Appointee

X   
\_\_\_\_\_  
Secretary, Parking Commission  
Stephen Volan, Council Member

###

**EXHIBIT "A"**  
**BY-LAWS AS AMENDED**

**City of Bloomington, Indiana**  
**Parking Commission**  
**BYLAWS**

**Article I.**  
**MEMBERS**

**I.1. Appointment.** Bloomington Municipal Code (BMC) §2.12.110 (b), or its successors specifies the appointment mechanism. BMC §2.08.020 or its successors specifies filling of vacancies.

**I.2. Qualifications of Voting Membership.** BMC §2.12.110 (c), or its successors, specifies the composition of the Commission and Qualifications for voting Membership.

**I.3. Appointment of Non-Voting Advisory Members.** BMC §2.02.040, or its successors, sets forth the guidelines and requirements to expand the Commission by adopting and filing with the City of Bloomington Common Council a motion which states the Commission's intention to expand membership by as many as four (4) non-voting advisory Members. As directed by BMC §2.08.020 (2), the motion shall set forth the initial period of staggered terms and, after that period, the terms shall be the same length as other positions on those entities.

**I.4. Meetings.** The commission shall meet at least one time each month unless the Commission votes to cancel a meeting. Changes to dates and times may be approved by the Chairperson including cancellations and the scheduling of the special meetings.

**I.5. Attendance.** Members shall give prior notice to the Chairperson or to the staff liaison appointed by the Transportation and Traffic Services Division of the Planning and Transportation Department if they are unable to attend a regular or special meeting.

**I.6. Resignation.** Resignations shall be in writing by the resigning Member and shall be conveyed to the Chairperson and the appointing office of the resigning Member.

**I.7. Removal of Members.** Except for appointees who serve at the pleasure of the Mayor, a member of the Commission may be removed for cause. Cause shall include, but not be limited to, failure to attend three consecutive regularly-scheduled meetings of the commission or four regularly-scheduled meetings in any twelve-month period, provided that any member may submit in writing to the appointing authority any extenuating circumstances. Such written submission shall be made within five business days before the formal decision to remove is reached. Acceptance of extenuating factors by the appointing official or body puts the member on notice that further excessive absenteeism shall result in removal. The Chairperson shall provide notice of

absenteeism of Mayoral appointees to the Office of the Mayor. *BMC §2.08.20 (4)*.

**I.8. Vacancies by Death** In the event that a vacancy occurs through resignation or death, the appointing authority shall appoint a person to fill the unexpired term of the resigned or deceased member. If a Member's term has expired, but the appointing authority has failed to act, the appointment of the Member whose term has expired carries over for sixty days or until the appointing authority reappoints or appoints a successor. *BMC § 2.08.20 (5)*.

## **Article II. MEETINGS**

**II.1. Regular Meetings.** Regular meetings of the Commission shall be held monthly.

**II.2. Annual Meeting.** The regular meeting in February shall be known as the annual meeting and shall be to elect officers and for any other business that may arise.

**II.3. Special Meetings.** *BMC §2.08.020 (11)* or its successors specifies requirements for calling special meetings. A special meeting of the Commission or council may be called by the Chairperson, the Mayor, or by a majority of the duly appointed Members the Commission requesting such meeting in writing to the Chairperson. Upon receiving such request, the Chairperson shall thereafter call a special meeting to be held within twenty days. Notice of special meetings must be given in advance and the purpose of a special meeting shall be set forth in the notice thereof. Public notice of the date, time, and place of any meetings, executive sessions, or of any rescheduled or reconvened meeting, shall be given at least forty-eight (48) hours (excluding Saturdays, Sundays, and legal holidays) before the meeting.

**II.4. Notice.** Notice of each regular meeting shall be conveyed to Commission Members before each meeting and shall include the agenda. The news media shall also be notified in accordance with I.C. 5-14-1.5-1 through 7 or its successors.

**II.5. Quorum.** *BMC §2.08.020 (7)* or its successors specify requirements for a quorum. A majority of the duly appointed Members, excepting the nonvoting appointed and *ex officio* Members, shall constitute a quorum for purpose of conducting the official business of the Commission.

**II.6. Parliamentary Procedure.** *BMC §2.08.020 (8)* or its successors specifies requirements for Parliamentary Procedure.

**II.7. Conduct of Meetings.** The order of business of all meetings shall be as follows:  
(a) Call to Order;  
(b) Approval of Minutes;

- (c) Reports from Commissioners and City Offices including, but not limited to:
  1. Office of the City Controller;
  2. Department of Public Works;
  3. Parking Enforcement Division of the Police Department;
  4. Office of the City Clerk;
  5. Department of Planning & Transportation;
- (d) Reports from the Public;
- (e) Discussions of Topics Not the Subject of Resolutions;
- (f) Discussion of Resolutions;
- (g) Member Announcements;
- (h) Adjournment.

The Chairperson may limit the length of time and number of times an individual may comment during public comment. The Chairperson shall explain the limits prior to hearing any public comment. This also may include limitations on repetitive or redundant comments to help ensure each individual has an opportunity to provide their comments.

**II.8. Votes.** Each voting Member shall be entitled to one vote. Routine business may be conducted by voice vote. The outcome of a vote shall be determined by the majority of the duly appointed Members present and eligible to vote and voting. In no event shall less than four votes cast in the affirmative carry a motion or adopt a Resolution of the Commission. A member who wishes not to vote may remain silent during a voice vote or roll call vote, or may submit a blank ballot during a ballot vote. No member may be forced to vote.

**II.9. Minutes.** A digital recording of all meetings shall be kept and available for review by Members and the public within a reasonable period of time after a meeting.

### **Article III. RESOLUTIONS**

**III.1. Resolutions.** The Commission shall have the authority to adopt resolutions. No resolution shall be adopted without at least two-thirds of the duly appointed Members present

**III.2. Recommendations.** Published recommendations of the Commission and the Annual Report shall be adopted and approved by Resolution.

**III.3. Recorded Votes.** For Resolutions considered by Commission, the Secretary shall call the roll and record the votes of each duly appointed and voting Member, the results which shall be published in the minutes of the Commission's meeting.

**III.4. Annual Report.** BMC §2.12.110 specifies that the Commission shall submit an annual report of its activities and programs to the Mayor and Common Council by September 30 of each year. Such report shall be approved by the Commission by Resolution.

## **Article IV. OFFICERS**

**IV.1. Positions.** Officers of the Commission may include but are not limited to the Chairperson, the Vice-Chairperson, and the Secretary.

**IV.2. Eligibility.** All officers shall be members of the Commission and no member shall hold more than one office at a time. The Chairperson shall have been a member for at least six months prior to becoming Chairperson, unless no current Members have been appointed for a period longer than six months.

**IV.3. Election.** All officers shall be elected at a regular meeting by a majority of the current membership of the Commission.

**IV.4. Term.** Officers shall be elected to serve for one year or until their successors are elected, and their terms of office shall begin at the close of the meeting at which they are elected. Officers shall deliver to their successors all accounts, papers, records, and other Commission property within two weeks of their expired term.

**IV.5. Removal.** An Officer of the commission may be removed from office for cause. Cause shall include, but not be limited to, misuse of office, improper representation of the commission, failure to carry out minimum duties of office, failure to attend three consecutive regularly scheduled meetings in any twelve month period or four regularly scheduled meetings in any twelve month period without just cause as determined by the Commission; provided, that any member may submit in writing to members of the commission any extenuating circumstances. Such written submission shall be made within five business days before the formal decision to remove is reached. A member or members of the commission shall submit a signed statement outlining the charges to the Commission and, following the proper procedure, cause is established. Proper procedure includes distribution of the statement to all Commission members. Decision as to removal will be made by majority vote at the next scheduled meeting. Removal from office is not a vote for dismissal from the Commission.

**IV.6. Vacancies.** If an office becomes vacant, the term shall be filled by election at the next regular meeting. If the Officer resigns from the office giving advance notice, the election shall take place at the next regular meeting after the resignation is submitted.

**IV.7. Chairperson.** The Chairperson shall prepare the agenda for all meetings, and preside over all meetings (except when they designate another person or the Vice-Chairperson). The Chairperson shall distribute the agenda and related documents no less than 48 hours prior to a scheduled meeting. The Chairperson shall be responsible for preparing and submitting the Commission's annual report, as required by §III.4 above.

**IV.8. Vice-Chairperson.** The Vice-Chairperson shall serve as the Chairperson in the absence of the Chairperson; shall perform all duties that may be delegated by the Chairperson; shall aid the Chairperson on request; shall post notice of vacancies of the Commission's Advisory Committee positions and the requirements thereof; and shall

perform such other duties applicable to the office as prescribed by the parliamentary authority adopted by the Commission. In the absence of the Secretary, the Vice-Chairperson shall serve as or appoint a Member to serve as Secretary.

**IV.9. Secretary.** The Secretary shall keep for every meeting written minutes in which the results of any vote are recorded and, when appropriate, specific findings of facts and conclusions, and shall handle the correspondence of the Commission. A copy of all minutes, committee reports, etc. are to be kept on file in the Transportation and Traffic Services Division of the Planning and Transportation Department or its successor.

**IV.10. Executive Committee.** The Executive Committee shall consist of the Chairperson, the Vice Chairperson, and the Secretary. The Executive committee shall meet with the Planning and Transportation Department staff liaison to discuss the business and set the agenda in advance of a regular meetings and recommend to the Common Council candidates for nonvoting, advisory membership.

**IV.11. Staff Liaison Duties.** The Planning and Transportation Department staff liaison shall provide notice of all Commission meetings as required by the Indiana Open Door Law; provide and report in a timely manner on all data requests regarding the City's parking inventory, including usage, capital and operating costs, so long as the data is released in a manner consistent with exemptions from disclosure of public records set forth in Indiana Code § 5-14-3-4; and provide other support for Commission activities as agreed to by the Director of Planning and Transportation or its successor.

## **Article V. ADVISORY COMMITTEE**

**V.1. Appointment.** BMC §2.02.040 or its successors specifies the appointment mechanism of Advisory Committee members.

**V.2. Notice of Vacancy.** The Vice-Chairperson shall post notice of vacancy with the Office of the City Clerk.

**V.3. Residency Requirement.** BMC §2.08.20 or its successors specifies all appointments to city boards, commissions and councils shall be made from residents of the city except those positions that are directed otherwise by state law or city ordinance.

**V.4. Terms.** As directed by BMC §2.08.020 (2), the motion shall set forth the initial period of staggered terms and, after that period, the terms shall be the same length as other positions on those entities.

## **Article VI. APPROPRIATIONS**

**VI.1. Appropriations.** BMC §2.12.110 or its successors specifies that the Commission may apply for appropriations through the Mayor, apply for grants, gifts or other funds from public or private agencies. All monies shall be placed on deposit in accounts designated by the City Controller and may be disbursed by Resolution of the Commission. The Vice-Chairperson shall prepare an annual statement of appropriations, grants, gifts, and expenditures to be presented to the Members at its annual meeting.

**Article VII.  
AMENDMENT OF BYLAWS**

**VII.1. Amendment.** A two-thirds (2/3) majority of the duly appointed Members of the Commission may vote to amend these by-laws only after discussing proposed amendments during at least two regularly scheduled Commission meetings that have been called with proper notice.

**Bylaws of the City of Bloomington Parking Commission, adopted March 28, 2019.**

**To:** Parking Commission

**From:** Steve Volan, Member

**Date:** February 16, 2022

**Re: Establishing a Comprehensive Policy for the Parking Commission — Should We Revive Resolution 17-04?**

In its first year, the Parking Commission struggled to find its footing. With its first three resolutions, it established bylaws, requested data to compile its first annual report, and petitioned the Mayor to fund a parking study (the eventual 2018 Desman report).

Its fourth proposed resolution was to establish a policy statement to act as a guiding document for the Commission. The Commission spent several months in 2017 deliberating over ten potential policy points, but Resolution 17-04 was postponed indefinitely after the December meeting. I only rediscovered the abandoned effort years later while trying to compile the 2017 Annual Report.

Attached are two pages, the work product of Res. 17-04 for the Commission's reconsideration, taken from the packet for the meeting of December 2017. The first draft, whose ten policy points are numbered, was what the Commission began deliberating over in mid-2017, and is included to give context to the third draft, its points unnumbered, which was where the Commission left off at the end of 2017.

The first draft's ten points (which I've briefly characterized for ease of reference) were:

- 1. TRANSPARENCY AND STAKEHOLDERS
- 2. PRIORITIZE USERS; ELEVATE NON-MOTORIZED MODES
- 3. DYNAMIC PRICING AND TIME LIMITS
- 4. PARKING PAYS FOR ITSELF
- 5. PARKING SERVICES DEPT
- 6. BRANDING & PROMOTION
- 7. FOLLOW CITY PLANS
- 8. REDUCE VMT THRU COMMS & PRICING
- 9. SUPPORT ALTERNATE TRANSPORT
- 10. SURPLUS TO BENEFIT DISTRICTS

These were the substantive changes made to the document by the third draft:

- Items 6, 7, 9 and 10 were cut.
- Item 2 was edited for clarity.
- Item 8 was split into two.
- The document was reordered as follows: points 1, 2, 5, 8a, 3, 4, 8b.

I have taken the liberty of exhuming this discussion from almost five years ago to ask: should we try again to establish a policy document? If so, what should the substantive points of it be?

# PARKING COMMISSION

## Parking Commission Policy Objectives (First Draft)

1. Maintain a commitment to openness and sharing of information with stakeholders with emphasis on involving stakeholders and soliciting stakeholders' opinions;
2. Designate Parking for the Highest Priority user. Establish priority levels for users and access modes for each parking use type within an area or zone, with non-motorized and shared ride modes having a higher priority than solo driving;
3. Increase the rate at which the most convenient spaces turnover by managing the occupancy time through the use of dynamic pricing and 30-minute and 2-hour time limits;
4. Establish rate schedule that satisfies the capital and ongoing operating costs of a financially stable, integrated parking system;
5. Establish a Parking Services department that efficiently manages the City's parking system assets and staffing resources;
6. Create a brand that provides an exceptional customer service experience and communicates the goals and benefits of managed parking;
7. Recommend policies that align land-use for parking with the GPP and draft Comprehensive Plan;
8. Reduce Vehicle Miles Travelled. Reduce time for space search by implementing improved signage, wayfinding, marketing, real-time parking availability, and differential pricing to help drivers find a parking space efficiently without cruising for parking and price parking to induce some travelers to adopt other travel modes, thereby reducing VMT and parking use;
9. Support alternate modes of transportation in furtherance of the GPP and draft Comprehensive Plan. Provide the ways and means for better walking, bicycling, shuttle, ride-sharing, bus, and temporary vehicle rental alternatives and services which reduce use of parking;
10. Allocate surplus parking revenue to Parking Benefit Districts.

#

# PARKING COMMISSION

## Parking Commission Policy Objectives (Draft #3)

### Results of Discussion:

The Commission shall maintain a commitment to openness and sharing of information with stakeholders with emphasis on involving stakeholders and soliciting stakeholders' opinions;

Establish priority levels for each parking use type and access mode within an area or zone, with non-motorized and shared ride modes ranking higher than solo driving;

Establish a Parking Services department that efficiently manages the City's parking system assets and staffing resources;

Reduce cruising/search time for parking spaces implementing improved signage, wayfinding, marketing, real-time parking availability,

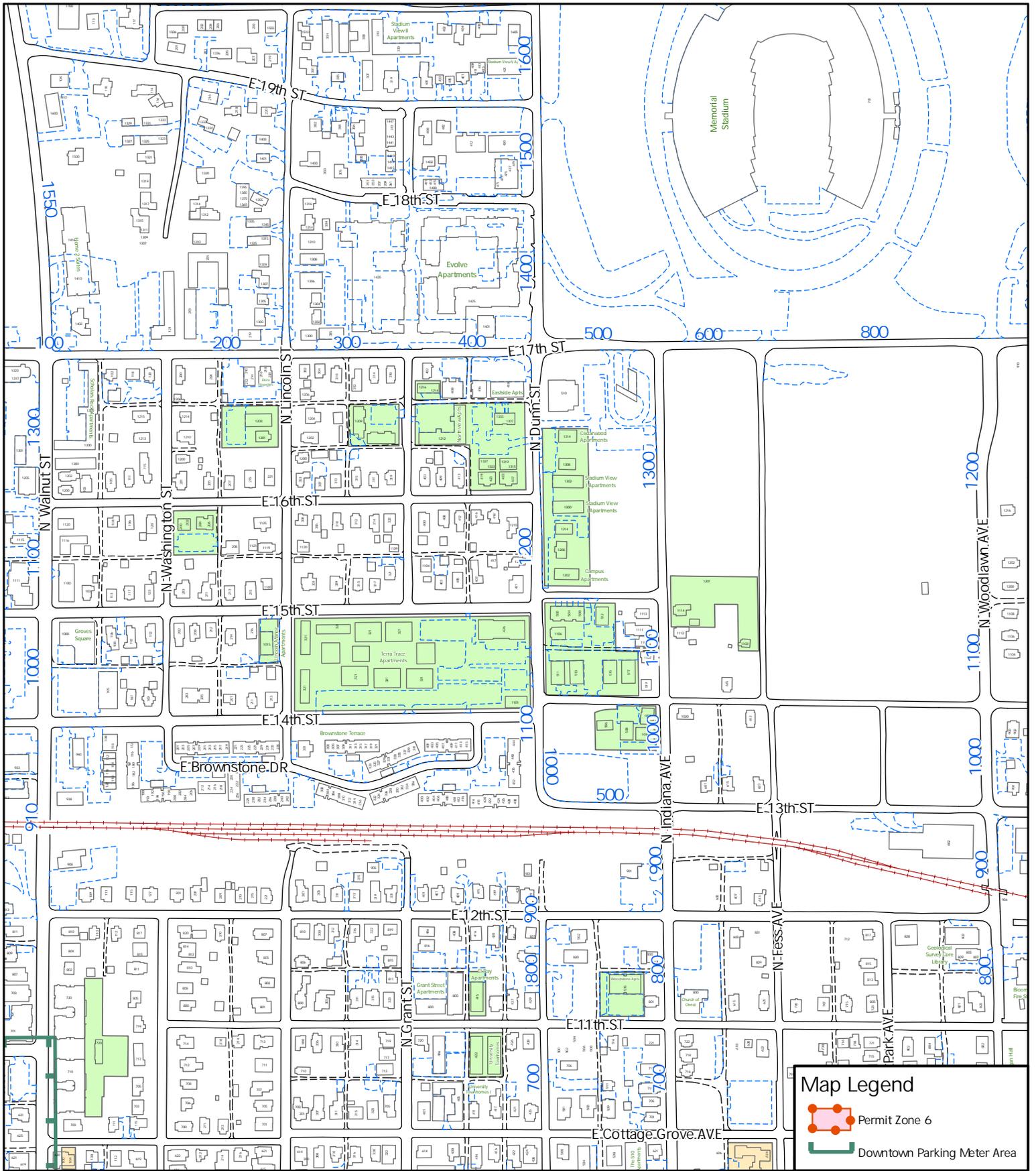
Increase the rate at which the most convenient spaces turnover by managing the occupancy time through the use of differential and escalating pricing and 30-minute and 2-hour time limits;

Establish rate schedule that satisfies the capital and ongoing operating costs of a financially stable, integrated parking system;

Reduce Vehicle Miles Travelled. implement differential pricing to help drivers find a parking space efficiently without cruising for parking and price parking to induce some travelers to adopt other travel modes, thereby reducing VMT and parking use;

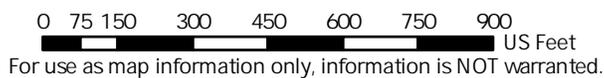
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# Residential Permit Parking

## Zone 6



For use as map information only, information is NOT warranted.

Produced: 2/8/2022  
Author: creek



Project: ResidentialPermitParkingZonesLP

File: Zone 6

