CITY OF BLOOMINGTON

PARKING COMMISSION

City of Bloomington Parking Commission Packet

Tuesday, October 24, 2017

Packet Related Material

1. Meeting Agenda
2. Memo from Jim Blickensdorf
3. Financial Report Draft #1 – Metered Parking

Next Meeting: November 14th, 2017 MCPL Room 1C 5:30 PM

CITY OF BLOOMINGTON

PARKING COMMISSION

MEETING AGENDA

October 24, 2017, 5:30 PM
Hooker Room #245, City Hall

I. Call to Order

II. Reports from Commissioners & City Officers

III. Public Comment

IV. Discussions of Topics Not the Subject of Resolutions

   A. Adopting changes to the Financial Report - Executive Summary*'

   B. Neighborhood Zone Occupancy Calculations

V. Resolutions for First Reading and Discussion—None

VI. Resolutions for Second Reading and Discussion — None

VII. Member Announcements

VIII. Adjournment

Next Meeting: November 14, 2017, 5:30 PM, MCPL Room 1C

*Action Requested/Public comment prior to any vote, limited to five minutes per speaker.

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.

CITY OF BLOOMINGTON

PARKING COMMISSION

MEMO

From: Jim Blickensdorf, Chairperson, Parking Commission
To: Parking Commissions
Date: October 17, 2017
Re: **Packet Material for the October Meeting**

The meeting agenda for the October regular meeting will be identical to the October work session which was cancelled. Information on the packet is below.

IV. A. Financial Report – Executive Summary

The current draft of the financial report is #3. I'm attaching the relevant sections of the financial report draft #2. There is currently no difference between the summary sections of draft #1, #2, or #3.

Commissioners should submit any changes to the document in the form of a written amendments for discussion at the October regular meeting.

Changes to Meeting Dates

Beginning January of 2018, the Commission will meet on Thursdays in the Hooker Room. As a reminder, **November's and December's meeting has been move to MCPL Room 1C.**

CITY OF BLOOMINGTON

PARKING COMMISSION

Parking Commission Meeting Schedule & Preliminary Agenda Items

October 24 Regular Meeting – meeting will likely be 3 hours

Review of the Executive Summary, Final Comments on the Report
Amend and vote to adopt points 3, and 4;
Discuss points 6, 8 (marketing)

November 5 Comment Deadline

Deadline for Written Comments on policy points 7, 8 (alternate modes), 9, 10
Deadline for amendments to policy points 6 and 8*
Final Draft of the Financial Report Issued

November 9, 9:15 AM

Staff Liaison meeting at Crumble Bakery

OND Executive Committee Meeting – November 14, 4:30 PM

MCPL Room 1C, (Monroe County Public Library)

November Regular Meeting – November 14 5:30 PM, MCPL Room 1C

Adopt the Final Draft of the Financial Report
Amend and vote to adopt points 3,4, and parts of 8;
Discuss 7,8 (alternate modes, TDM), 9,10

December 2 Comment Deadline

Deadline for amendments to 7, 9, 8 10

December Regular Meeting – December 12 5:30 PM, **Location TBA**

Adopt amendments to 7,8, 10
Vote on forwarding the recommendation to Council (***PKG Resolution 17-04***)
Cocktail reception at Grazie, following meeting

* Amendments may be proposed at the meeting; however, submitting written amendments by this date will ensure that your comments and amendments will be included in the packet. Please submit all amendments to the Financial Plan and policy document in writing.

No Work Sessions in November or December.

The November meeting has been moved to MCPL Room 1C.

# # #

A Financial Report on the City's Parking System

City of Bloomington
Parking Commission

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Executive Summary

The City of Bloomington's Parking Commission prepared this report on financial status of the City's parking system in consultation with the Office of the Mayor, the City Controller, the Department of Planning and Transportation, the City Legal department, and the Office of the City Clerk.

Financial data was provided by the Deputy City Controller, and all tables included in this report have been derived from the Controller's ledgers. The Department of Public Works and the Office of the City Clerk provided additional data on garage operations and citations. The Commission sourced information from Council packets, minutes of the Redevelopment Commission and the Board of Public Works, and reports available on the City's website. This report focuses on Fiscal Year 2016 with analysis presented in five chapters: an introduction to the Commission and methodology used for the compilation of this report; a look at the system's overall financial status; and detailed analysis of the Garages & Lots, Metered Parking, and Neighborhood Zone systems.

Considering the value of land devoted to on-street parking, the cost of meter technology, and the replacement value of the parking garage structures, the City has over $50 million in parking assets under management. This estimate does not include the value of land apportioned to on-street Neighborhood Zone parking. In Fiscal 2016, the parking system generated $3.63 million in program revenue – a total of $4.9 million when the value of citations and TIF monies contributed by the Redevelopment Commission (RDC) are included. Total revenue was equivalent to 4.4% of the City's projected revenue[1].

Analysis of historical data revealed that in FY2011 the City subsidized the overall parking system by $2.5 million. By FY2016, surplus revenue from Metered Parking, TIF fund contributions and citation revenues contributed to the significant improvement in the overall financial health of the parking system, resulting in a $1.56 million surplus.

The system, not including citations or contributions from the TIF fund produced a FY2016 surplus of $284,411;.However, not all of the individual parking programs produced a surplus. The Metered Parking system posted a surplus; Garages and Lots and the Neighborhood Zone systems operated at a shortfall.

Garages and Lots

Garages and Lots expenses outpaced revenues by $261,000. The total cost per garage space was $1,114, while average permit revenue only amounted to $608 per space. The Garages and Lots system was subsidized by

[1] <http://transparency.tylertech.com/bloomington/Pages/default.aspx>

Draft

monies from the TIF fund which are preferentially allocated to the garage lease payments during the term of the leases. In 2016, $662,700 was paid from the TIF fund to pay the garage lease payments.

Walker Parking Consultants noted in their 2012 report that garage rates did not provide enough revenue to recover costs of ownership and operation[2]. No changes to monthly garage permit rates have been brought to the Common Council since 2010.

The cash balance of the Parking Facilities account at the end of FY2016 was $2.242 million.

Metered Parking

The Council established 1539 on-street metered spaces and 179 "Free Two Free" parking spaces in the downtown business district. In spite of the parking meter's substantial monthly communications contract and credit card processing fess, the system generated an operational surplus of $618,000.

Key Metered Parking metrics included:

- $1441 of revenue per metered space[3];
- $27.72 average revenue per week per metered space[4];
- 38.5% usage rate[5]
- $249 of citation revenue per metered space[6];
- $23.94 of citation revenue per enforcement labor hour;[7]
- $29.74 cost per enforcement labor hour—25% more than citation revenue per hour;[8]
- Citation rate equivalent to 17.3% of hourly revenue.

Personnel costs engaged in the enforcement of Metered Parking and Neighborhood Zones exceeded the revenue generated by citations – this is true when comparing the costs per hour or the aggregate amounts of personnel cost and citation revenue. The commission examined the staffing costs related to enforcement, the

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[2] Walker Parking Consultants. Parking Operations Plan for the City of Bloomington. December, 2012., p.32.

[3] Hourly revenue divided by the 1539 metered spaces.

[4] Hourly revenue divided by number of metered spaces divided by 52 weeks.

$27.72 in average revenue per week divided by $72 maximum revenue.

[6] Rate calculations based on 1539 metered spaces. 1496 Meters were in service in December 2016.

[7] 8 FTEs were tasked to Metered Parking enforcement. Calculation assumes 2000 hours per year, per enforcement officer.

[8] Rate derived from the Neighborhood Zone system. Actual cost is likely less, due to seniority of Neighborhood Zone officers.

Draft

type and frequency of citations, and the rate at which citations escalated from $20 to $40. The break-even citation cost was calculated to be $24.06 per citation. It can be demonstrated that every $5 increase in the base citation rate has the potential to generate $149,644 in revenue for the City, assuming no change in transient parker behavior; however, an increase in the base citation cost may increase compliance with the prevailing system, thereby decreasing overall citation revenue.[9]

Revenue from citations issued in the Metered Parking system and in the City's surface lots were deposited in the City's General Fund. This portion of citation revenue amounted to $383,108. When revenue from citations was considered with program revenue, Metered Parking generated more than a $1 million surplus after all expenses in the Parking Meter Fund. The specific uses for monies in this fund are enumerated in Bloomington Municipal Code (BMC) §15.40.015. This program balance of the Metered Parking system will increase by an additional $225,000 in the first quarter of 2018, after the parking meter lease has been fully satisfied.

At the end of FY2016, the cash balance of the Parking Meter Fund was $1.608 million.

Neighborhood Zones

Expenditures from the Common Council's Sidewalk Fund were embedded in the Neighborhood Zone fund also designated as the Alternate Transportation Fund. In 2016, the City transferred $500,000 from a capital account into the Neighborhood Zone account for use by the Common Council's Sidewalk Committee. Council designated and directed these funds to be used for capital improvements to sidewalks and intersections and spent $400,496 of the $500,000 on capital improvements. The unspent balance of $99,504 remained in the Neighborhood Zone account, and the parking system was a beneficiary of the remainder.

In Neighborhood Zones, program expense exceeded revenue by $73,071. Citation rate was 170% of program revenue. The Neighborhood Zones system generates $131,000 from the sale of permits, with a majority of revenue derived from the sale of all-zone commercial permits. Parking Enforcement officers wrote $224,700 in citations in Neighborhood zones. The high ratio of citation to program revenue implies that neighborhood zones are not being used solely by compliant residents of the zone and that a more detailed review of the use of the public right-of-way for resident parking in neighborhood zones is required.

The cash balance of the Neighborhood Zone fund at the end of FY2016 was $996,865.

[9] D. Shoup. *The High Cost of Free Parking*. (American Planning Association, 2011), p. 486-489.

Draft

Overall Picture

The operational cash flow of the entire parking system was $284,412; the total program balance which included TIF money, revenue from citations, and capital funds unspent by the Council's Sidewalk Committee was $1.66 million.

The total cash balance at the end of the 2016 fiscal year in all City parking accounts was $4.85 million.

The commission is required by Ordinance 16-22 to submit "an annual report of its activities and programs to the Mayor and Council by October of each year." While this report does not constitute the complete, annual report of the Commission, the Chair intended to present relevant facts not available in any other forum or report for review and careful consideration by the Administration and Common Council before the adoption of budgets for FY2018. It was not the intent of the Chair or Commission to act as an arbiter of how City departments spent parking-related funds, and the Commission makes no policy recommendations as part of this report.

Draft

MEMORANDUM

To: Parking Commission

From: SeyedAmir Kaboli Farshchi, Long Range Planning

Date: October 17, 2017

Re: On-Street Parking, Residential Neighborhood Permit Parking Zone (Zone 1)

Background

The Parking Commission requests a general assessment of available on-street parking for the Neighborhood Parking Zones. Staff conducted an assessment of zone 1. General parking number for each block was measured and calculated through the use of Google Maps, Google Earth, and GIS according to the following rules:

- Typical parking space length is 22'.
- Driveways, alleys, and corners/intersections should not be included.
- Elm Heights University Proximate Residential Neighborhood Permit Parking Zone (Zone 1) shall apply to the following streets based on Bloomington Municipal Code:

Street	From	To	Side of Street
Atwater Avenue	South Henderson	Jordan	North/South
Ballantine	Third	First	East/West
Ballantine Road	Maxwell Lane	Dead End	East/West
Faculty Avenue	Third	Hunter	East/West
Fess Avenue	Third Street	North side of Bryan Park	East/West
First Street	South Henderson	Jordan	North/South
Hawthorne Drive	Third Street	Dead End	East/West
Highland Avenue	Third Street	Tarzian Lane	East/West
Hunter Avenue	South Henderson	Jordan	North/South
Jordan Avenue	First	Maxwell	West
Manor Road	Maxwell Lane	Dead End	East/West
Maxwell Lane	South Henderson	Manor Road	South
Maxwell Lane	Manor Road	Jordan Avenue	North/South
Park Avenue	Atwater Avenue	North side of Bryan Park	East/West
Second Street	South Henderson	Jordan	North/South
Sheridan Drive	Woodlawn Avenue	Highland Avenue	North/South
South Henderson	Third	Maxwell	East/West
Southdowns Drive	Woodlawn Avenue	Highland Avenue	North/South
Stull Avenue	First Street	North side of Bryan Park	East/West
University Ave.	South Henderson	Jordan	North/South
Woodlawn Avenue	Third	Maxwell	East/West
Wylie Street	Woodlawn	Highland	North/South

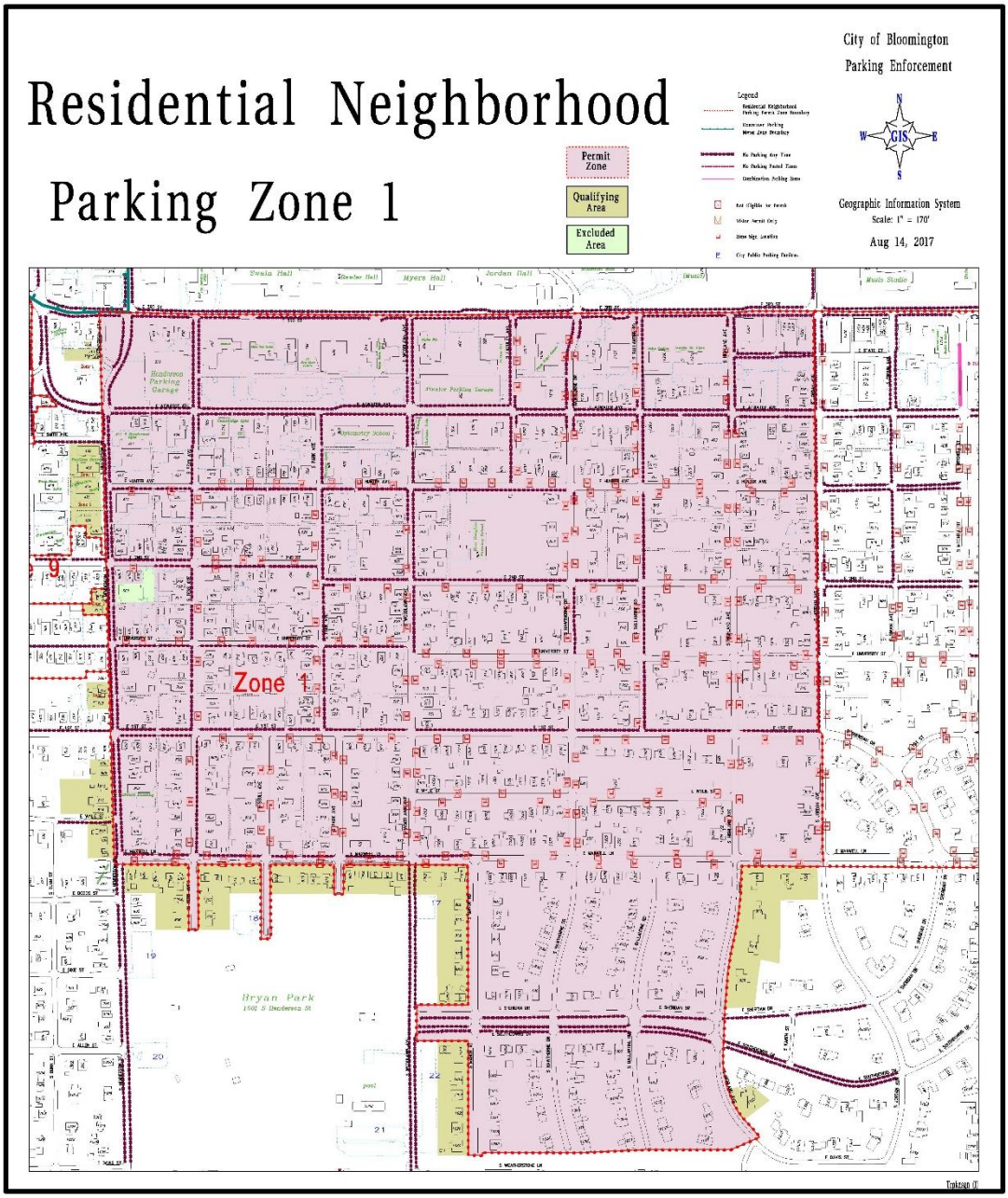
The total number of available Residential on-street parking within Zone 1 is approximately 1341 parking spots.

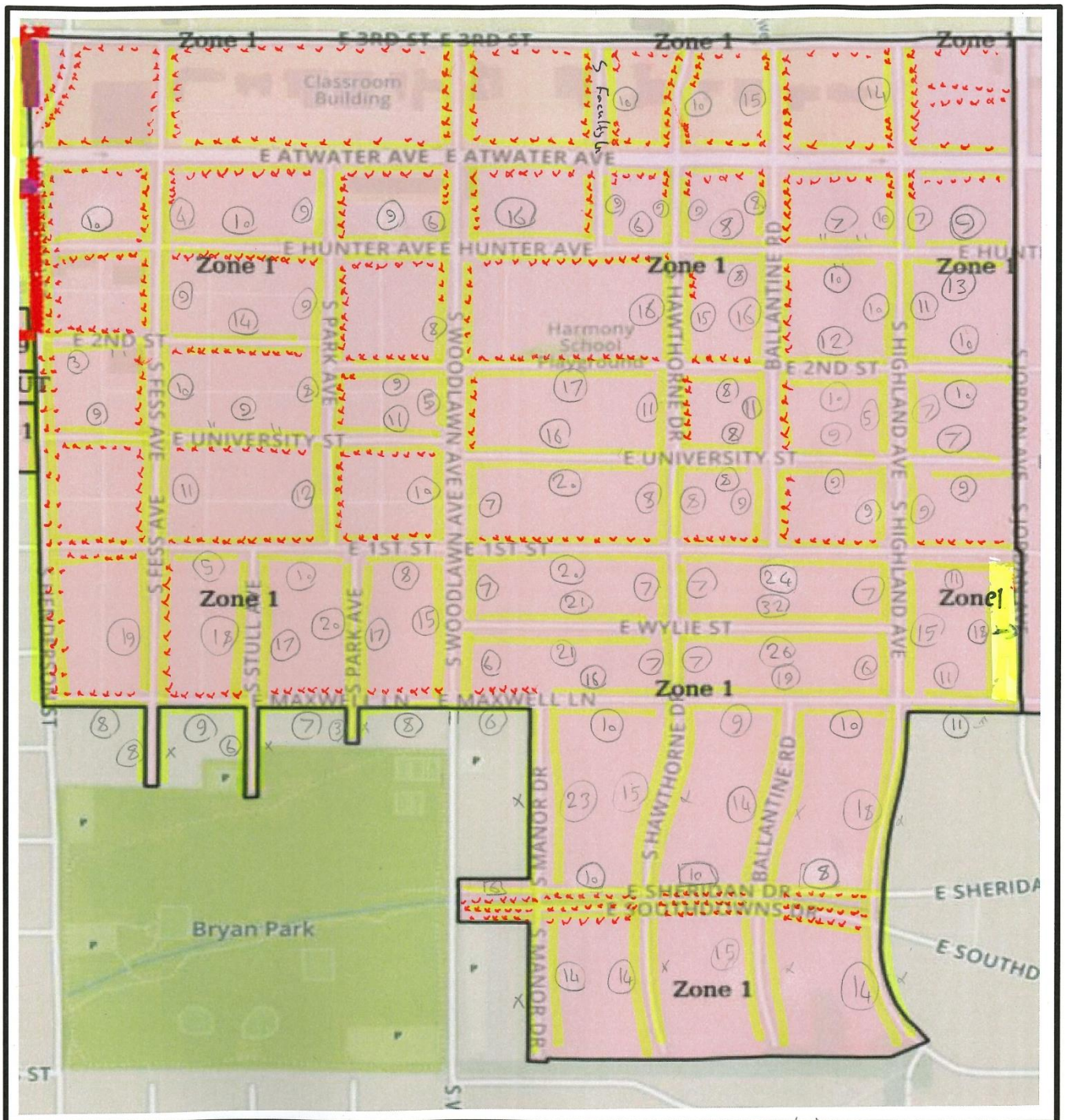
- Permits sold for Zone 1 from 01/01/2016 to 12/31/2016:

Type of Permit	Number of Permits sold	Total Revenue
Temporary Zone 1	89	$1365.00
Temporary Zone 1 Construction	84	$990.00
Zone 1 Permit	862	$19725.00
Zone 1 Visitor	346	$8550.00

(Other permits like All Zones permits are not included)

- Enclosed are the GIS map of Zone 1 and surrounded areas as well as the Google map of zone 1 with the number of on-street parking that requires Neighborhood Parking permit in each section.





Residential Parking Zone 1

Total: 1341

Legend

- No Parking any time
- Areas require parking Permit
- Zone 1 Border

100 0 100 200 300 400

N

City of Bloomington
Planning & Transportation

MEMORANDUM

To: Parking Commission

From: SeyedAmir Kaboli Farshchi, Long Range Planning

Date: October 4, 2017

Re: On-Street Parking, Residential Neighborhood Permit Parking Zone (Zone 4)

Background

The Parking Commission requests a general assessment of available on-street parking for the Neighborhood Parking Zones. Staff conducted an assessment of zone 4. General parking number for each block was measured and calculated through the use of Google Maps, Google Earth, and GIS according to the following rules:

- Typical parking space length is 22'.
- Driveways, alleys, and corners/intersections should not be included.
- Old Northeast Downtown University Proximate Residential Neighborhood Permit Parking Zone (Zone 4) shall apply to the following streets based on Bloomington Municipal Code:

Street	From	To	Side of Street
East 6th	North Washington	North Dunn	North/South
East 7th Street	North Washington Street	North Dunn Street	North/South
East 8th	North Walnut	North Dunn	North/South
East Alice	North Grant	North Harold	North/South
East 9th	North Walnut	North Dunn	North/South
East 10th	North Walnut	North Dunn	South
North Washington	East 6th	East 10th	East/West
North Lincoln	East 6th	East 10th	East/West
North Grant	East 6th	East 10th	East/West
North Harold	East 8th	East 9th	East/West
North Prow	East 9th	East 10th	East/West
North Dunn	East 6th	East 10th	West

Sixteen parking spots of "East 7th Street from North Washington St to North Lincoln St (North/South Side of Street)" as well as "East 6th from N Lincoln St to N Grant St (South Side of Street)" are just Metered spaces (not Meter or Permit according to Bloomington Municipal Code). According to the response of Parking Enforcement Supervisor, Ms. RayeAnn Cox, that is what the last administration wanted so all meters not tied up with college students as well as more parking for visitors to downtown and campus.

- Residential Parking Spots: 314
- Metered or Permits: 140

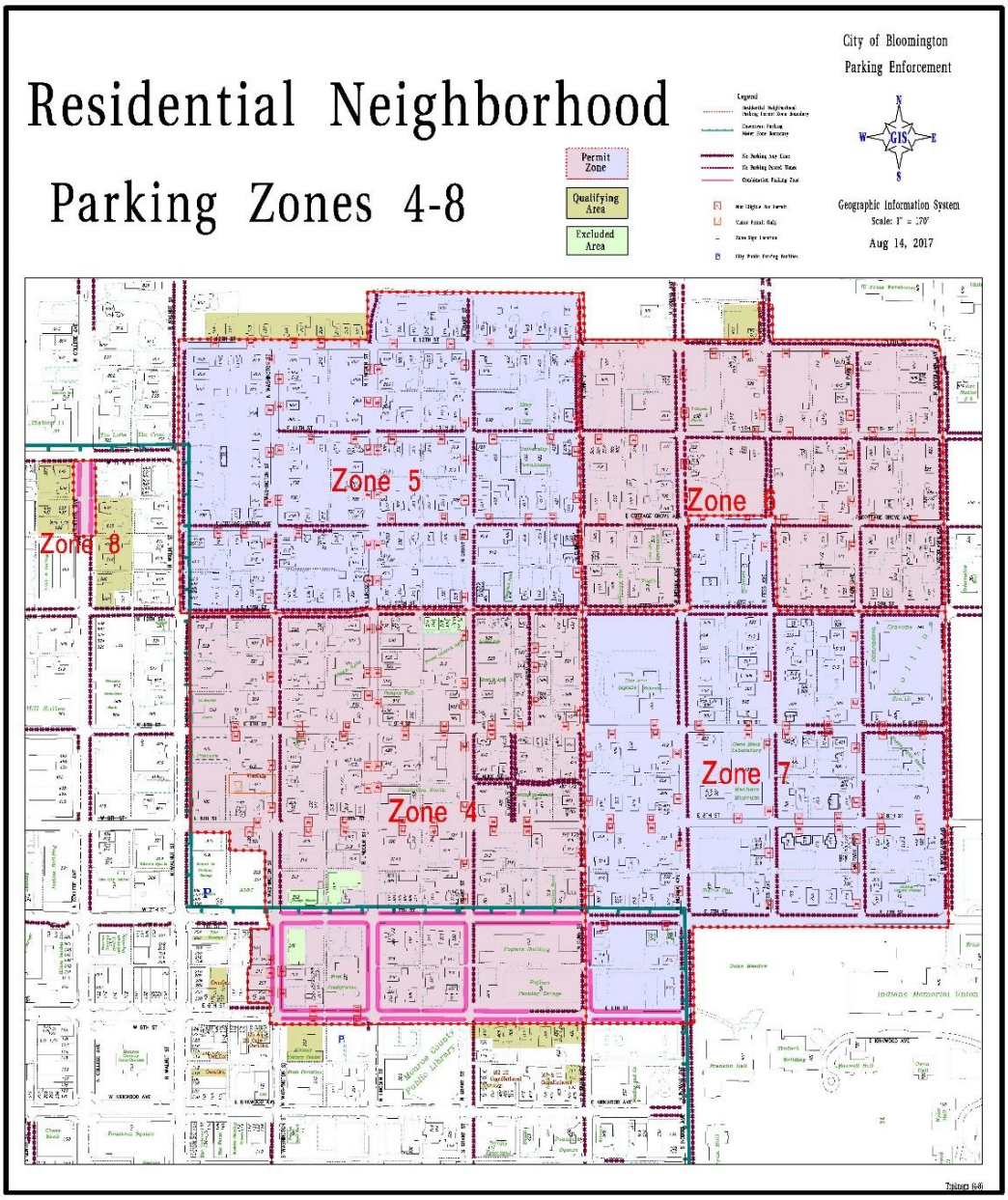
The total number of available Residential on-street parking within Zone 4 is approximately 454 parking spots.

- Permits sold for Zone 4 from 01/01/2016 to 12/31/2016:

Type of Permit	Number of Permits sold	Total Revenue
Temporary Zone 4	37	$460.00
Temporary Zone 4 Construction	14	$85.00
Zone 4 Permit	522	$15260.00
Zone 4 Visitor	113	$2800.00

(Other permits like Monroe County Public Library and All Zones permits are not included)

- Enclosed are the GIS map of Zone 4 and surrounded areas as well as the Google map of zone 4 with the number of on-street parking that requires Neighborhood Parking permit in each section.



Residential Parking Zone 4
- Residential Parking Spots : 314
- Metered or Permit : 140
=> Total : 454
(Metered Space : 16)
Legend
No Parking
Unrestricted
Metered Space
Metered Handicap Space
Meter or Permit
Residential Neighborhood Permit
Other Permit Required
Time Restricted
Reserved Parking
Loading Zone
Areas requires permit
Neighborhood Permit Zone
City of Bloomington
Planning & Transportation
N WALNUT ST
N WASHINGTON ST
N LINCOLN ST
N GRANT ST
HAROLD ST
E 6TH ST
E 7TH ST
Zone 4

MEMORANDUM

To: Parking Commission

From: SeyedAmir Kaboli Farshchi, Long Range Planning

Date: September 21, 2017

Re: On-Street Parking, Residential Neighborhood Permit Parking Zone (Zone 11)

Background

The Parking Commission requests a general assessment of available on-street parking for the Neighborhood Parking Zones. Staff first conducted an assessment of zone 11. General parking number for each block was measured and calculated through the use of Google Maps, Google Earth, and GIS according to the following rules:

- Typical parking space length is 22'.
- Driveways, alleys, and corners/intersections should not be included.
- Residential Neighborhood Parking shall apply to the following streets in Zone 11:

Street	From	To	Side of Street
Grant Street	First Street	Second Street	East/West
Lincoln Street	First Street	Second Street	East/West
Second Street	Lincoln Street	Grant Street	North/South
University Street	Lincoln Street	Henderson Street	North/South
Lincoln Street	First Street	Second Street	East/West

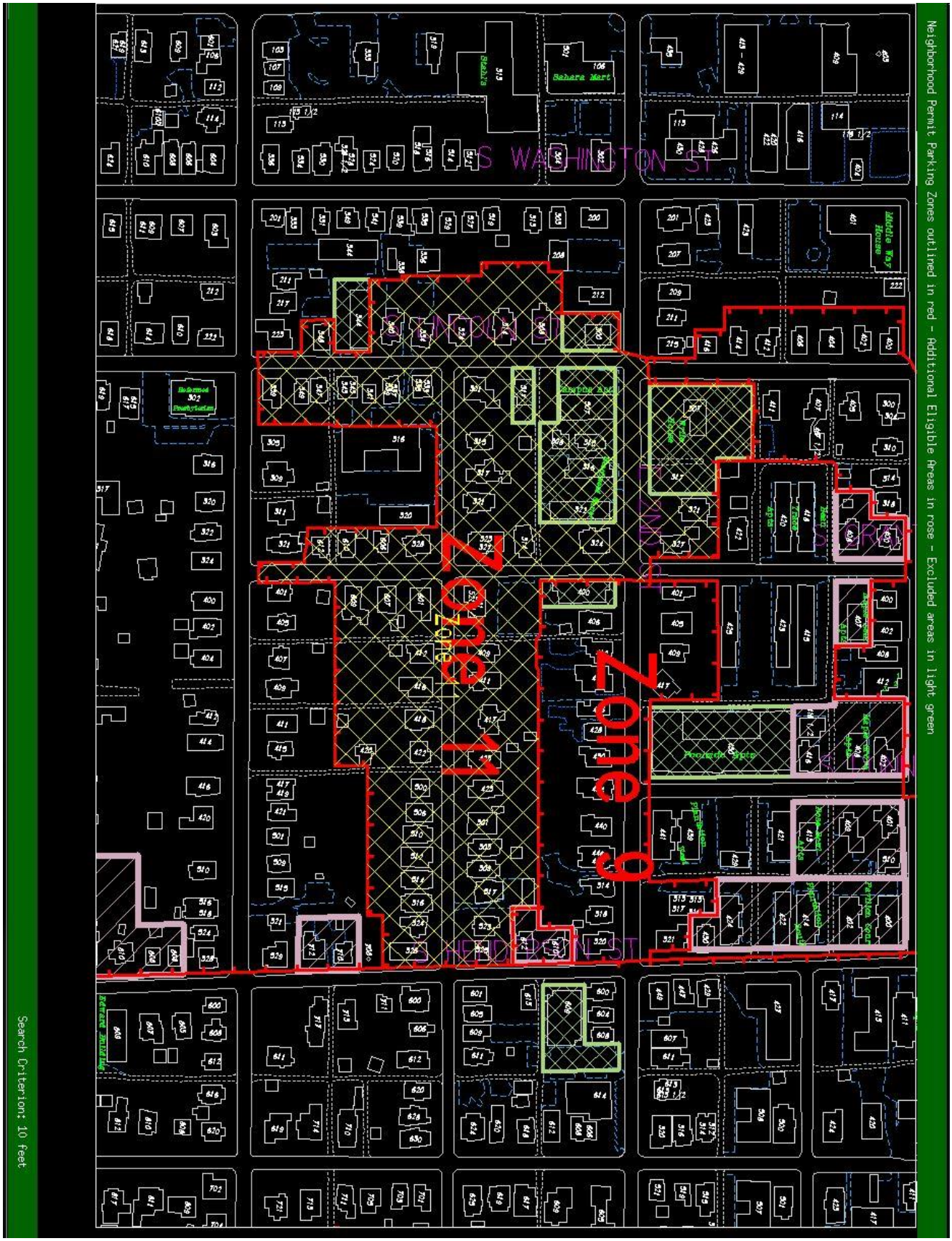
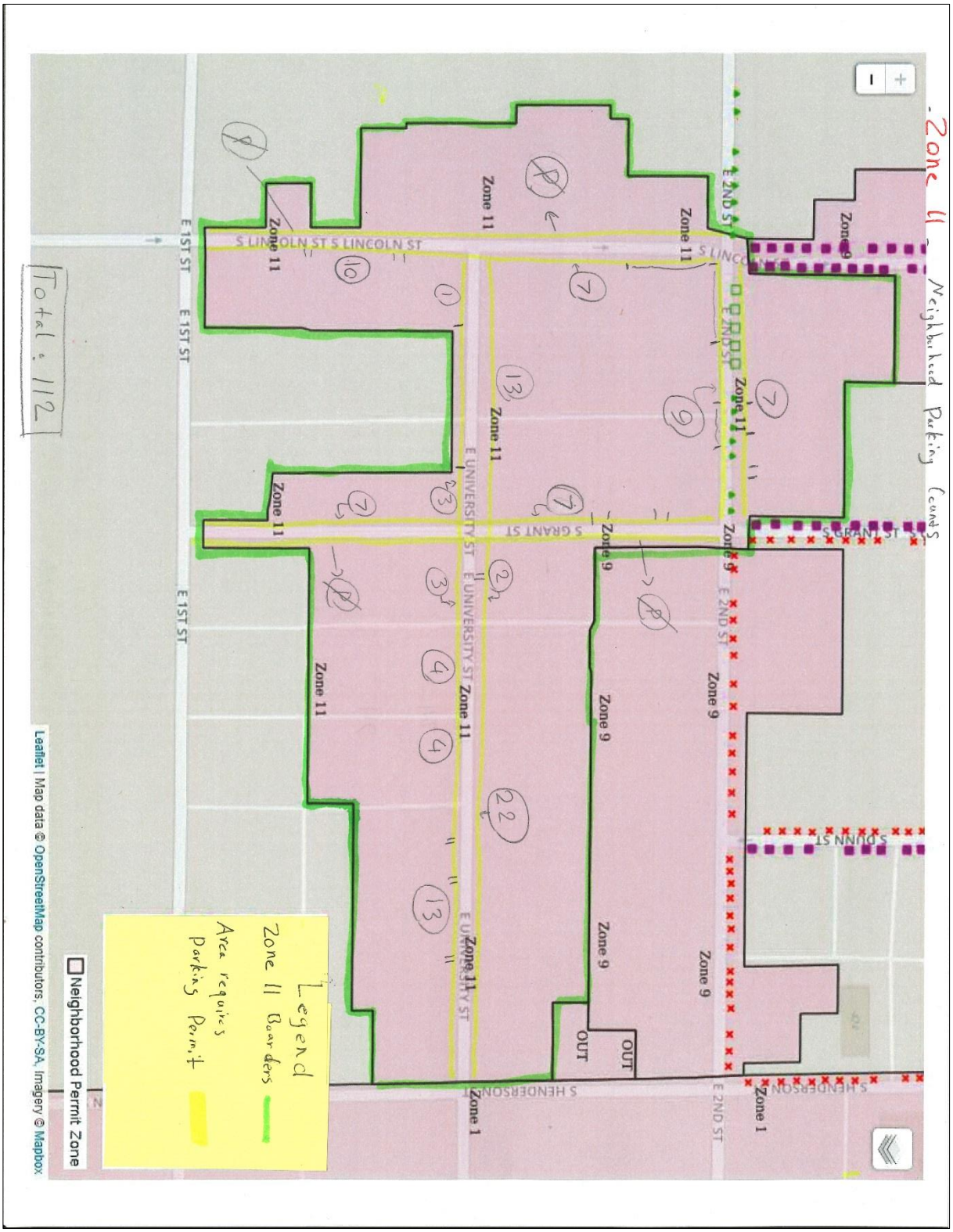
The total number of available Residential on-street parking within Zone 11 is approximately 112 parking spots.

- Permits sold in Zone 11 in from 01/01/2016 to 12/31/2016:

Type of Permit	Number of Permits sold	Total Revenue
Temporary Zone 11	5	$75.00
Temporary Zone 11 Construction	4	$70.00
Zone 11 Permit	75	$1710.00
Zone 11 Visitor	25	$600.00

(Other permits like All Zones permits are not included)

- Enclosed are the GIS map of Zone 11 and surrounded areas as well as the Google map of zone 11 with the number of on-street parking that requires Neighborhood Parking permit in each section.


Neighborhood Permit Parking Zones outlined in red - Additional Eligible Areas in rose - Excluded areas in light green
Zone 7
Zone 9
S WASHINGTON ST
Sahara Mart
Middle Way House
Search Criterion: 10 feet

Zone 11
Neighborhood Parking Counts