

Advisory Parking Committee
Meeting of March 12, 2025
151 Martin Street, City Commission Room, Birmingham, MI

Minutes

These are the minutes of the Advisory Parking Committee ("APC") regular meeting held on March 12, 2025. The meeting was called to order at 7:30 a.m.

1. Roll Call

Present: Committee Members Jim Arpin, Kevin Kozlowski, Michelle Moody, Michele Taddei, Lisa Silverman (arrived 7:32 a.m.); Alternate Committee Member Bill Kolb

Absent: Alternate Committee Member Mary-Claire Petcoff

Staff: Parking Systems Manager Ford; City Transcriptionist Eichenhorn, Parking Operations Manager Jay

2. Approval of Minutes – February 5, 2025

Motion by Arpin

Seconded by Kolb to approve the minutes.

Motion carried, 5-0.

VOICE VOTE

Yeas: Moody, Kolb, Taddei, Kozlowski, Arpin

Nays: None

3. Parking Reports Discussion

PSM Ford and the Chair presented the item and answered informational questions from the APC.

During discussion, APC members made the following comments:

- Reports on capacity and the call centers are most likely to reflect user experience.
- A report on revenue by deck, showing monthly versus transient, and parking deck versus meter would be helpful.
- The data on page 26 was useful. It would be helpful to see it more in the format reflected on page 8, with subtotals, monthly expenses, and a comparison to the same month of the prior year.
- The chart on page 8 showing revenue by deck could be useful, though also somewhat challenging to interpret.
- Any easily accessible expense information in general should be provided.
- Capital expenditures should be monitored via a report.
- Monthly expenses could be useful, and it was also worth noting that beyond capital expenditures the expenses do not tend to vary significantly month-to-month.
- The Commission is supportive of the APC providing input on parking operations.

- It is helpful to know whether citations are increasing or decreasing. It is less important to the APC the amount of revenue raised from citations.
- Staff should provide commentary on any anomalies in any of the reported data, as relevant.
- It would be helpful to have a graph with predicted revenue and expense data and with actual delayed revenue and expense data.
- Information on parking system fund balance could be offered annually or biannually.
- The purpose of reviewing reports is trend and anomaly identification.
- It is not necessary to have regularly reporting on the methods of payment used at parking meters.
- The charts on page 10 might be useful occasionally, or if a change is being made, but do not need to be reviewed monthly.
- The consolidated revenue chart of all the garages on page 14 is sufficient. The APC does not need regular charts for each garage separately.
- Total meter revenue as shown on page 18 is useful, as would be a chart showing the prior year.
- The free parking report on page 24 is useful. The title should be changed to '% Free Vehicles'.
- Monthly data on more utilized and less utilized parking meter areas would be helpful. It could inform incentive pricing or wayfinding for the underutilized areas in the future, as two possibilities.
- The charts on page 7 are useful.
- Park and Peabody tend to have the highest periods of occupancy.
- It would be useful have monthly figures on the permits sold for each deck and the percentage of permits compared to deck capacity. This could be stated as raw numbers, instead of being presented in a chart.
- On page 12, the table is useful, the charts can be dispensed with.
- Even though it may not be available, it could be useful if the APC could see usage for each meter quarterly.
- The charts on page 23 could be useful quarterly.
- Page 9 may not be useful for the APC unless there is a specific trend or anomaly the APC is trying to track that would be reflected in the data. The data could also be useful once the APC has good occupancy data, or if it could be broken down into geographical sections of the City.
- The data on page 25 is very useful. The first chart on page 13 can be removed, and the second chart should be retained.

4. Meeting open to the public for items not on the agenda

APC member comments were as follows:

- It would be useful for the APC to provide feedback on financial aspects of the BCT Design Group project, once available.
- The Commission was more interested in interior changes to the decks and better wayfinding.
- The APC should also be able to provide some input on the aesthetic considerations.
- When the City's parking decks were reviewed by engineers, it was determined that none were nearing the end of their life, making upgrades and ongoing maintenance appropriate.

- It would be helpful to have another assessment once the upgrades to the garages are complete of their estimated remaining life.

5. Adjournment

No further business being evident, the meeting adjourned at 9:13 a.m.



Aaron Ford, Parking Systems Manager

Laura Eichenhorn, City Transcriptionist

APPROVED