



**Burlington Downtown Parking Advisory Committee Meeting
Agenda**

Date: November 30, 2017
Time: 8:30 am
Location: 414 Locust Street (2nd floor boardroom)

Pages

1. Members present:

Councillor Marianne Meed Ward, Councillor John Taylor, Pam Belgrade, Brian Dean, Gil Garbus, Joe Gaetan, Kim Johnny, Barry Glazier, Glen Copeland

2. Others present:

Vito Tolone, Paul Byrne, Paul Yager, Todd Evershed, Kaylan Edgcumbe, Bryan Letourneau, Tracy O'Neil, Jeff Cooling (Jeff's Guy Shop), Robert Seven (AGB), Marion Rabeau (COB), Roz Minaji (COB)

3. Members regrets:

4. Declarations of Interest:

5. Approval of Minutes:

5.1 Approve minutes from meeting held September 28, 2017

6. Delegation(s): N/A

7. Consent items:

7.1 Current Budget/Monthly Permit/Space Utilization Summary

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8. Regular Items:

8.1 Elgin Promenade update (standing) (M. Rabeau)

8.2 2017 City Wide Parking Study - results (K. Edgcumbe/R.Minaji)

8.3 Downtown Planning Updates (T.Evershed)

8.4 Parking Utilization Puck update (Standing) (P. Byrne/P. Yager)

- Sample data collection

8.5 Guiding principles for developing a City owned Parking Lot (Standing)
(P.Byrne)

8.6 2018 meeting dates (Chair)

9. Other Business:

10. Adjournment:

Next meeting

January 25, 2018

830 AM - 10:30 AM

414 Locust Street, Boardroom



2017 Approved Operating Budget - Parking District
To October 2017 Period 10

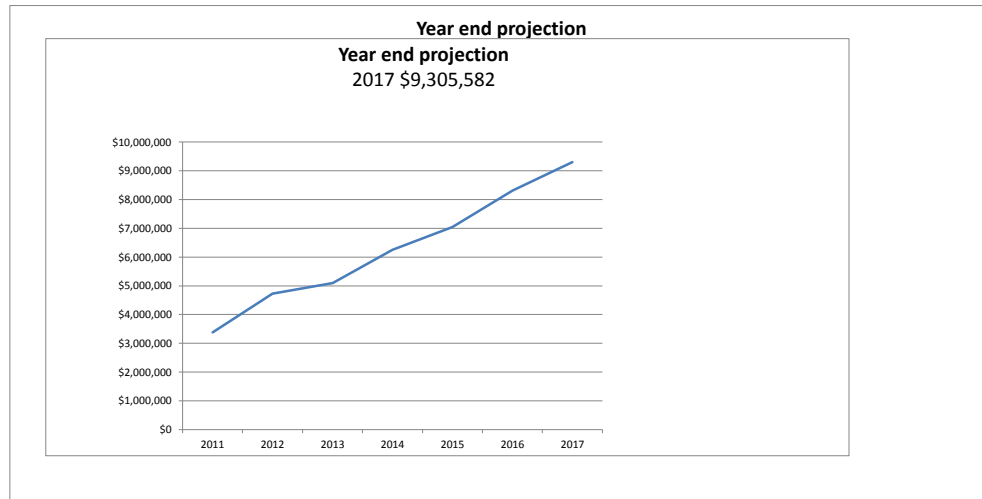


Revenue	2016 Actuals	2017 Budget	2017 YEP*	2017 Budget YTD**	2017 Actuals
Monthly Permits	\$ 698,822	\$ 710,000	\$ 775,000	\$ 645,455	\$ 695,848
Daily Fees	\$ 968,249	\$ 800,000	\$ 900,000	\$ 756,364	\$ 991,166
Fines	\$ 327,140	\$ 235,000	\$ 400,000	\$ 195,833	\$ 441,979
Levies	\$ 304,200	\$ 304,200	\$ 304,200	\$ 304,200	\$ 304,200
Internal Recoveries	\$ 44,518	\$ 48,384	\$ 48,384	\$ 4,273	\$ 8,546
Total Revenues	\$ 2,342,929	\$ 2,097,584	\$ 2,427,584	\$ 1,906,125	\$ 2,441,739

Expenses	2016 Actuals	2017 Budget	2017 YEP*	2017 Budget YTD**	2017 Actuals
Human Resources	\$ 161,820	\$ 180,750	\$ 181,000	\$ 151,139	\$ 122,251
Materials and Supplies	\$ 92,001	\$ 90,350	\$ 90,350	\$ 82,925	\$ 78,248
Purchased Services	\$ 196,762	\$ 282,948	\$ 282,948	\$ 228,352	\$ 182,104
Debt Payment	\$ 184,232	\$ 192,318	\$ 192,318	\$ 192,318	\$ 192,318
Internal Charges	\$ 436,065	\$ 431,427	\$ 431,427	\$ 407,579	\$ 249,759
Total Expenses	\$ 1,070,880	\$ 1,177,793	\$ 1,178,043	\$ 1,062,313	\$ 824,680

Total Provision to reserve fund	\$ 1,272,049	\$ 919,791	\$ 978,541	\$ 686,485	\$ 686,485
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Key Statistics	2016 Actuals	2017 Budget	2017 YEP*	2017 Budget YTD**	2017 Actuals
Downtown Only					
# of spaces available	1519	1519	1519	1519	1519
# monthly passes sold @ \$83	2295	2300	2300	1916	2005
# monthly passes sold @ \$132	4102	4100	4100	3417	3460
# of tickets issued	5520	5000	5000	4166	4800



Reserve Fund Allocation	Stabilization Funds	15% of recurring expenses	\$195,417	2.10%
	Life Cycle Renewal of existing assets	3 yrs of annual renewal	\$1,898,338	20.40%
	Growth in Parking supply		\$7,211,827	77.50%