CITY OF BIRMINGHAM ADVISORY PARKING COMMITTEE CITY COMMISSION ROOM 151 MARTIN ST., BIRMINGHAM, MI (248) 530-1850 REGULAR MEETING AGENDA WEDNESDAY, AUGUST 2, 2017, 7:30 A.M.

- 1. RECOGNITION OF GUESTS
- 2. APPROVAL OF MINUTES, MEETING OF JULY 12, 2017
- 3. 298 S. OLD WOODWARD AVE. VALET PARKING REQUEST
- 4. AD HOC PARKING DEVELOPMENT COMMITTEE UPDATE
- 5. CONSTRUCTION UPDATE
- 6. MONTHLY FINANCIAL REPORTS
- 7. MEETING OPEN FOR MATTERS NOT ON THE AGENDA
- 8. NEXT MEETING: SEPTEMBER 6, 2017



N. Old Woodward Ave. Structure

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City of Birmingham

ADVISORY PARKING COMMITTEE

REGULAR MEETING

Birmingham City Hall Commission Room 151 Martin, Birmingham, Michigan Wednesday, July 12, 2017

MINUTES

These are the minutes for the Advisory Parking Committee ("APC") regular meeting held on Wednesday, July 12, 2017. The meeting was called to order at 7:30 a.m. by Chairman Lex Kuhne.

- Present: Chairman Lex Kuhne Gayle Champagne Anne Honhart Steven Kalczynski Judith Paskiewicz Al Vaitas
- Absent: Lisa Krueger
- SP+ Parking: Catherine Burch Sara Burton
- Administration: Austin Fletcher, Asst. City Engineer Paul O'Meara, City Engineer Carole Salutes, Recording Secretary

RECOGNITION OF GUESTS (none)

MINUTES OF REGULAR MEETING OF JUNE 7, 2017

Motion by Ms. Champagne Seconded by Ms. Paskewicz to approve the Minutes of the APC Meeting of June 7, 2017 as presented.

Motion carried, 6-0.

VOICE VOTE: Yeas: Champagne, Paskewicz, Honhart, Kalczynski, Kuhne, Vaitas Nays: None Absent: Krueger Advisory Parking Committee Proceedings July 12, 2017 Page 2 of 6

298 S. OLD WOODWARD AVE. VALET PARKING REQUEST

Mr. O'Meara advised that the owner of the above property, located at the northwest corner of Brown St., has submitted plans requesting a permit to construct a five-story hotel with two underground levels of private parking. The plans have received Preliminary Site Plan approval from the Planning Board. As a condition of such approval, the Planning Board asked the applicant to appear before the Advisory Parking Committee ("APC") to receive a recommendation relative to the removal of on-street parking, as proposed on their plan.

The applicant is requesting approval to remove five parking spaces to create a permanent valet service at the front door of the new building on S. Old Woodward Ave. The applicant plans to have valet service available for all visitors to the building, whether they are overnight guests, long term residents, patrons at the restaurant, meeting attendees, etc. Vehicles will be taken to the building's proposed Brown St. garage entrance when space permits, and they will be returned to the valet area using the S. Old Woodward garage exit. When space does not permit, the valet drivers will seek other options, such as the Pierce St. Parking Structure. There is precedent for removing parking spaces for valet. The Townsend Hotel pays a fee for the meters and uses eight parking spaces along Merrill St.

With the recent change in the metered parking rate to \$1.50 per hour, the City will now charge \$3,000/year per meter per space.

The applicant is requesting approval for the removal of five spaces, based on the existing parallel parking configuration. The City already committed to changing to angled parking with the reconstruction of Old Woodward Ave. in 2018 as an effort to create twelve on-street parking spaces, up from the existing nine. If the committee is inclined to approve this recommendation, they will need to discuss and consider what the appropriate loss of parking spaces truly is for this site. The Planning Board generally expressed praise for this design, and appears to be in support of the idea to operate a valet station within the public right-of-way. However, they would like the perspective of the APC, before this issue is finalized by the City Commission.

It was discussed that with the Old Woodward Ave. reconstruction the bus stop will be moved north of Merrill St. The existing bumpout will be enlarged to accommodate the bus stop.

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Mr. Kalczynski was curious as to how the flow of traffic in front of the hotel would work with 20 or 25 valets and the timing of the lights. The letter from Richard D. Rattner, Attorney, states the valet will benefit the health, safety, and welfare of the community in general. Mr. Kalczynski was not sure how this would be a benefit to the safety of citizens. It was noted that the parking overflow goes to the Pierce St. Structure for both of the hotels.

Mr. O'Meara said when the garage fills the valets will have to figure out other alternatives.

Comments were heard from the public at 7:55 a.m.

Mr. David Berman with the ownership group, Lorient Capital, said they are only required to provide 22 on-site spaces for the residential component, as they are located in the Parking Assessment District. However, they have chosen to build an extra underground level of parking to provide an additional 34 spaces which are not required. That should make up for the seven or eight spaces they are taking out in front of the hotel. In terms of traffic management for the valet operations, they have consulted with the City's Traffic Engineer and have worked out a plan that he is comfortable with. With regard to overflow in the garage, they plan to use multiple structures, as they are centrally located within the City. In addition, they have submitted a plan to the City for when there are large events. They will work with the Police Dept. in order to coordinate how to best manage the additional traffic. Most of their events will occur in the evening or on weekends so they are using spaces when others are not.

In response to the Chairman, Mr. Berman stated that 40 spaces in the private lot on their property will be going away. No on-site parking will be provided for employees of the hotel. Mr. Michael Kitchen, VP of Development and Acquisitions for Aperian Hotels, operator of the hotel, noted their employees will usually arrive by car pool or public transit. If the project was an office use, it would require a lot more parking.

Ms. Gail McGregor, Attorney with Williams, Williams, Rattner & Plunkett, P.C., 380 N. Old Woodward Ave., stated this will be a smooth operation. The garage will be utilized as part of the staging for the valet. Curbside valet will help to reduce congestion on S. Old Woodward at the intersection. Further, valet is a very safe way to accommodate arrivals and departures.

Mr. Kitchen walked the committee through how the traffic will work in terms of flow. There is an entrance on one side of the garage and departure from the other side. Short stays can be staged along the ramp and overspill will go into the City parking structures. Advisory Parking Committee Proceedings July 12, 2017 Page 4 of 6

Ms. Champagne observed the valet overcomes any loss of parking spaces because vehicles are moved off the street and down below.

Ms. Kalczynski indicated he struggles with the fact there is a very high demand for spaces, and there are not enough spaces right now to fit that demand. Ms. McGregor commented they have submitted a major event plan to the City that outlines workable ways to prevent significant traffic problems on the street. Mr. Kitchen added if they have a large event they will notify the City and the Police Dept. They have a unique ambassador program where every one of the front house staff is cross-trained to park cars in case there is a huge influx of guests arriving at one time.

Mr. Berman noted they have developed a traffic and parking plan with the City and Police Dept. that has been approved and accepted by them. As they get closer to construction additional options will be explored for parking in lots that are not filled in evenings or on weekends.

Ms. Paskewicz observed the impact on parking is not only about spaces for valet; it is about other needs for this kind of facility such as making room for busses.

The chairman commented this has been an under-utilized piece of real estate in Birmingham and to him this seems to be a viable usage. In the future, parking shortages will be reduced with the onset of self-driving cars and increased use of Uber.

Mr. Berman reiterated they are creating more spaces for the City with this project, rather than removing them. However, the chairman pointed out they are also creating a lot more dense usage.

Mr. Kalczynski expressed his desire to see the traffic and parking management plan that was submitted to the City before the committee votes on this matter. He is looking for information about how the traffic flow will happen.

Ms. Champagne motioned to recommend the removal of eight on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$24,000 (at \$3,000 per meter) to be charged annually once the adjacent hotel is open for business. However, the motion died for lack of a second.

After lengthy discussion, the committee concluded they need more information with regard to the traffic flow. After studying the traffic and parking management plan they will do their best to move the applicant's request forward at the next meeting.

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CITY-WIDE MASTER PLAN UPDATE

Mr. O'Meara advised there has been no update to the City-wide Master Plan since it was written in 1980. Many subsequent plans have studied specific parts of the City, but nothing has been comprehensive.

The City Commission has directed the Planning Dept. staff to budget and prepare for this effort during the coming fiscal year. The Planning Dept. is now in the process of writing a Request for Proposals so that a planning consultant can be selected to write a Master Plan. At this time, the APC is being asked to provide various parking system questions of concern to the committee that could be studied further as a part of the process for preparing a Master Plan.

Committee members came up with the following:

- Consider the future of ride sharing, autonomous vehicles and mass transit;
- Should the Parking Assessment District be restructured so that perhaps future expansion of buildings pay a higher price;
- Should some streets be made one way to allow afor better flow of traffic;
- Should parking for the Triangle District and Rail District fall into separate assessment districts and be under the purview of this committee;
- Should there be a written standard relative to the maximum number of dining decks that can be installed per block;
- Should hourly rates be dynamic depending on daily changes in demand both on the street and in the structures;
- Proivde ideas on how to handle parking demand when the N. Old Woodward structure is torn down;
- Should the new structure be designed in such a way that it could be transitioned to another use such in the future if demand for parking declines;
- Development of a policy for electric charging stations in the Central Business District.

CONSTRUCTION UPDATE

Park St. Structure Painting Project

Work began June 29 on the first phase of this project. A relatively small portion of Levels 4 and 5 are closed presently to complete Phase 1 work. SP+ is now operating a rooftop valet five days a week to ensure that the structure remains open to the public as much as possible. They are also ready at N. Old Woodward in case there is an overflow. Ms. Burton reported the Park St. structure has been filling every day this week and they have been having valet on the roof. There is

Advisory Parking Committee Proceedings July 12, 2017 Page 6 of 6

an operating valet on the roof at Chester as well. N. Old Woodward has not been filling.

MONTHLY FINANCIAL REPORTS

Ms. Burton indicated everything is going well and revenue is up.

MEETING OPEN FOR MATTERS NOT ON THE AGENDA

Dr. Vaitas reported that he has heard some complaints about the CivicSmart parking meters. When someone parks for one hour on a four hour time limit meter and they add additional coins, the meter will zero out whatever time is left and start over. Mr. O'Meara indicated that he would look into this issue.

Ms. Paskewicz noted that ParkMobil charges a fee/use. With the new meters, there is no fee if one simply uses their card directly.

Chairman Kuhne asked if there is a way to make the readers in the garages more sensitive. People with low rise sport cars are having problems. Ms. Burch responded they could look at that. The Chairman further inquired if the turn radius could be changed at Peabody. Because of the turn people have to come super close to the reader. But they don't want to scrape the left rims of their car on the cement. This could happen because the reader is over the cement. Ms. Burch indicated the turning radius could be increased without having to touch the reader. Mr. O'Meara said they can look into that when they plan their next rehabilitation project next year.

NEXT REGULARLY SCHEDULED MEETING

August 2, 2017

ADJOURNMENT

No further business being evident, the chairman adjourned the meeting at 9:25 a.m.

City Engineer Paul O'Meara

City of	Birmingham	MEMORANDUM
DATE:	July 26, 2017	Engineering Dept.
TO:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	298 S. Old Woodward Ave. Removal of On-Street Parking Spac	ces

At the July 12, 2017 meeting of the Advisory Parking Committee (APC), the above topic was reviewed. The Committee asked to have the opportunity to review the traffic impact analysis prepared for the project, as a part of the Planning Board's review. That information is now attached. The original information assembled for the July 12 meeting follows. The Suggested Recommendation prepared for this item has been provided again below:

SUGGESTED RECOMMENDATION:

To recommend to the City Commission the removal of _____ on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$_____ at \$3,000 per meter) to be charged annually once the adjacent hotel is open for business.

REVISED TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL



Prepared for LORIENT CAPTIAL LLC Birmingham, MI

By GIFFELS WEBSTER Washington Township, MI

May 11, 2017

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APPENDICES*

- A: Shared Parking Analysis
- B: Assignments of Site Traffic by Type
- C: Synchro Printouts**

^{*} For additional background material, see Appendices A-F in *Traffic & Parking Study for Proposed Birmingham Boutique Hotel*, Giffels Webster, April 2017.

^{**} Printouts for the current and future background traffic scenarios are found only in Appendix I of the April 2017 report.

REVISED TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL

EXECUTIVE SUMMARY

Lorient Capital LLC is proposing to demolish the two existing one-story office buildings on the northwest corner of Old Woodard and Brown and replace them with a five-story boutique hotel. The first four levels of the hotel (plus a mezzanine) will include 126 guest rooms, two restaurants, two bars, a banquet room, four meeting rooms, and other ancillary facilities. Level 5 will include 17 rental apartments. Two underground levels will provide 56 on-site parking spaces, 22 of which must (by ordinance) be reserved for the apartments. Proposed floor plans for all levels are included in the body of this report. Construction and full use of the building is desired within two years.

The cars of all arriving residents and patrons will be parked (and later un-parked) by valets based at a service bay on the hotel's Old Woodward frontage. These valets will take those cars to the building's underground garage, one or more City parking decks, or other available public places in the general area; those needing to be parked during the peak hours of street traffic are expected to be parked west of Old Woodward in the general vicinity of the new hotel.

This study was prepared by Giffels Webster staff, guided by the City of Birmingham's Traffic Study Questionnaire Form B, comments by the City's traffic engineering consultant, and widely accepted traffic planning and engineering practice for such studies. Since the April 2017 release of the original study report, the proposed site plan has changed somewhat, along with various study's assumptions, findings, and conclusions. Appendices A-F of the earlier report contain information still valid in the revised study, so they are incorporated herein by reference.

Key findings and conclusions developed in this revised study are as follows:

- All cars transporting building residents and visitors to and from the site will be parked by valets. The hotel's proposed two-level underground garage will feature 56 parking spaces, with 22 of those spaces being reserved for fifth-floor apartment residents and 34 being available to other valeted visitor cars. Valets needing to park additional cars will seek public off-site parking spaces, ideally in the City's nearby Pierce Street parking deck.
- The trip generation forecast provides a separate forecast for the proposed banquet and meeting rooms, since their combined floor area (7,446 s.f.) will be relatively large compared to the number of guest rooms (126). At the direction of the City's traffic consultant, this study assumes a maximum special-event scenario, wherein the banquet and meeting rooms are in full simultaneous day-long use, with all arrivals occurring during the AM peak hour of street traffic and all departures occurring during the PM peak hour of street traffic. Also at the consultant's request, no walking trips are assumed, whether from guest rooms within the hotel or from various off-site locations.

- □ Valet queuing analyses were completed for both an average weekday without special events and a maximum special-event weekday. Based on field measurements, it was assumed that the valet service time would average 4.7 minutes. To keep the service bay occupancy limited to its six-vehicle capacity (at a 95% confidence level), it was found that on an average weekday, the AM peak hour would require nine valets and the PM peak hour would require ten valets. On a maximum special-event day, however, the peak-hour valet requirements could be as high as 27 and 24, respectively.
- □ The traffic impacts of the proposed hotel will be minimal and can be easily mitigated. For the future total peak-hour traffic volumes forecasted at the Old Woodward/Brown intersection, very acceptable levels of service of C or better for most individual movements as well as for the overall intersection can be achieved with signal retiming (level of service is assigned on an A-F grading scale based on anticipated vehicular delays).
- Vehicles exiting the hotel's parking garage and valet service bay can be expected to experience a level of service of B. On average, southbound backups from the signal at Brown should not materially interfere with egress from the service bay. Drivers attempting to exit that bay will, however, occasionally find it to their advantage to pause until signal-queued vehicles have discharged after receiving the green light.
- □ The valet operation and associated pedestrian movements will benefit from the streetscape plan outlined in this report. In addition to the features shown, it is recommended that the plan also include pedestrian benches and bike racks on the site's Old Woodward frontage (at a minimum, on the nearby intersection bump-out). Directional signing for the nearest bus stops north and south of the site may also be appropriate.

TRAFFIC & PARKING STUDY FOR PROPOSED BIRMINGHAM BOUTIQUE HOTEL

INTRODUCTION

Lorient Capital LLC is proposing to demolish the two existing one-story office buildings on the northwest corner of Old Woodard and Brown (Figures 1-3) and replace them with a five-story boutique hotel. The first four levels of the hotel (plus a mezzanine) will include 126 guest rooms, two restaurants, two bars, a banquet room, four meeting rooms, and other ancillary facilities. Level 5 will include 17 rental apartments. Two underground levels will provide 56 on-site parking spaces, 22 of which must (by ordinance) be reserved for the apartments. Proposed floor plans for all levels are included in the body of this report (Figures 4-10). Construction and full use of the building is desired within two years.

The cars of all arriving residents and patrons will be parked (and later un-parked) by valets based at a service bay on the hotel's Old Woodward frontage. These valets will take those cars to the building's underground garage, one or more City parking decks, or other available public places in the general area; those needing to be parked during the peak hours of street traffic are expected to be parked west of Old Woodward in the general vicinity of the new hotel.

This study was prepared by Giffels Webster staff, guided by the City of Birmingham's Traffic Study Questionnaire Form B, comments by the City's traffic engineering consultant, and widely accepted traffic planning and engineering practice for such studies. Since the April 2017 release of the original study report, the proposed site plan has changed somewhat, along with various study assumptions, findings, and conclusions. Appendices A-F of the earlier report contain information still valid in the revised study, so they are incorporated herein by reference.

EXISTING CONDITIONS

Roadway Characteristics

Both Old Woodward and Brown are lighted, 25-mph streets under the jurisdiction of the City of Birmingham. The existing lane configuration of the two streets near their intersection can be seen in Figure 3. This intersection is controlled by a two-phase pre-timed traffic signal now operating on an 80-sec cycle 24 hours a day, seven days a week (per timing permit in Appendix C of April report).

Alternative Modes

Given their downtown location, both streets abutting the site are equipped with sidewalks on both sides. All four intersection approaches are equipped with zebra-bar crosswalks and count-down pedestrian signals. There are no public pedestrian benches near the intersection.

SMART offers fixed-route bus service along Old Woodward, with two bus stops for each direction of travel within one block of Brown. The nearest stops for SB travel are on the southwest corner of Old Woodward and Merrill and a short distance south of Daines. For NB travel, there are stops opposite both Daines and Merrill.



Figure 1. Vicinity Map



Figure 2. Walking Distance, Site to Nearest Two City Parking Decks



Figure 3. Site Aerial





Figure 4. Floor Plan for Lower Underground Parking Level





TOTAL PARKING: 56 SPACES

Figure 5. Floor Plan for Upper Underground Parking Level



Figure 6. Ground-Level Floor Plan (4/20/17)





Figure 7. Mezzanine-Level Floor Plan (4/20/17)



Figure 8. Second-Level Floor Plan

BOOTH HANSEN



BOOTH HANSEN

Figure 9. Third- and Fourth-Level Floor Plan

Birmingham Boutique Hotel CP.07-0017





AO FEET

FIFTH LEVEL PLAN

10

20

Figure 10. Fifth-Level Floor Plan

BOOTH HANSEN

Presently, there are no signed bike lanes or bike routes near the site. Most bicycle parking in the area occurs informally. There is only one nearby bike rack, on the southwest corner of Old Woodward and Merrill.

Current Use of Pierce and Peabody Street Parking Decks

It is expected that the hotel parking valets will primarily utilize the City's Pierce and/or Peabody Street parking decks. To determine the prospective parking space availability in those decks – as now configured – GW acquired current occupancy data from the deck operator (SP+) for representative weeks in July 2016 and March 2017. These data are detailed in Appendix E of this study's April report and are summarized in Tables 1 and 2 (below).

If the existing parking availability in the Pierce and Peabody decks is insufficient to handle proposed new developments in the area, one or both decks may have to be enlarged by the City as part of its parking assessment district. Alternatively, other locations for adding parking in the general vicinity may have to be identified by the City. Certain simplifying assumptions in this regard are made in this study, however, in order to reasonably distribute the hotel's valet-related parking traffic (see later section on trip distribution).

Current Traffic Volumes

At the direction of the City's traffic consultant, GW estimated the current (March 2017) peak-hour volumes at the Old Woodward and Brown (shown in Figure 11) by adjusting the May 2016 counts done for the City by Traffic Data Collection (see Appendix F of the April report). The needed adjustment factor was developed by first estimating the average annual rate of increase in the Annual Average Daily Traffic (AADT) volume on Old Woodward. In searching SEMCOG's on-line data base, the nearest point on that street for which AADT data were found to exist for two different years was north of the site, between Maple and Oak. The two-way AADT volumes on that segment were 10,355 in 2013 and 8,830 in 2007, which indicate an effective annual average rate of increase of 2.7%. Since only 10 months elapsed between May of last year and March of this year, it was then estimated that the increase over this period was likely on the order of (10/12) x 2.7%, or 2.25%. The latter value was applied to the City counts to predict the current volumes. The above method and results were reviewed and approved by the City's traffic consultant.

Assuming that traffic volume in the PM peak hour represents a typical 9% of daily traffic, the estimated current PM peak-hour volumes suggest that the average daily volumes at the subject intersection are approximately 8,200 vehicles on Old Woodward and 10,300 on Brown.

FUTURE CONDITIONS

Background Traffic Volumes

A traffic impact study generally forecasts the future background traffic that can be expected to exist at the time of project build-out, but in its hypothetical absence; this is done to provide a suitable "base case" for evaluating the impacts of adding project-generated traffic. The projected growth in

llour	Pierce Deck		Peaboo	dy Deck	Total of Two Decks		
Hour	Weekdays	Saturdays	Weekdays	Saturdays	Weekdays	Saturdays	
12:00 AM	609	676	385	146	994	822	
1:00 AM	628	679	386	334	1014	1013	
2:00 AM	635	682	385	395	1020	1077	
3:00 AM	637	682	386	396	1023	1078	
4:00 AM	648	684	412	407	1060	1091	
5:00 AM	694	696	424	425	1118	1121	
6:00 AM	688	690	409	423	1097	1113	
7:00 AM	667	684	396	422	1063	1106	
8:00 AM	565	673	337	431	902	1104	
9:00 AM	395	661	203	399	598	1060	
10:00 AM	224	655	86	398	310	1053	
11:00 AM	147	651	143	382	290	1033	
12:00 PM	98	653	34	353	132	1006	
1:00 PM	61	650	30	325	91	975	
2:00 PM	75	648	38	311	113	959	
3:00 PM	125	648	58	314	183	962	
4:00 PM	169	647	76	296	245	943	
5:00 PM	232	653	187	280	419	933	
6:00 PM	312	662	246	257	558	919	
7:00 PM	273	664	268	234	541	898	
8:00 PM	257	666	316	209	573	875	
9:00 PM	344	668	371	186	715	854	
10:00 PM	468	669	391	158	859	827	
11:00 PM	558	673	387	155	945	828	

 Table 1. Open Parking Deck Spaces in July 2016



lleur	Pierce Deck		Peaboo	dy Deck	Total of Two Decks		
Hour	Weekdays	Saturdays	Weekdays	Saturdays	Weekdays	Saturdays	
12:00 AM	657	575	392	392	1049	967	
1:00 AM	660	624	393	410	1053	1034	
2:00 AM	659	646	394	411	1053	1057	
3:00 AM	659	648	394	411	1053	1059	
4:00 AM	667	654	378	419	1045	1073	
5:00 AM	695	694	425	427	1120	1121	
6:00 AM	685	689	398	427	1083	1116	
7:00 AM	662	676	380	422	1042	1098	
8:00 AM	562	640	326	383	888	1023	
9:00 AM	361	580	149	326	510	906	
10:00 AM	197	480	35	300	232	780	
11:00 AM	136	401	11	312	147	713	
12:00 PM	60	336	8	291	68	627	
1:00 PM	53	283	8	265	61	548	
2:00 PM	78	280	8	249	86	529	
3:00 PM	128	323	15	294	143	617	
4:00 PM	164	358	32	304	196	662	
5:00 PM	233	394	120	304	353	698	
6:00 PM	320	418	215	307	535	725	
7:00 PM	301	379	237	304	538	683	
8:00 PM	323	346	283	285	606	631	
9:00 PM	423	378	329	274	752	652	
10:00 PM	536	439	362	318	898	757	
11:00 PM	636	520	388	371	1024	891	

Table 2. Open Parking Deck Spaces in March 2017







background traffic typically accounts for both regional economic development and the future occupation of approved but as yet unbuilt nearby developments. The City and its traffic consultant confirmed that there are no such developments likely to add significant new traffic to the Old Woodward/Brown intersection during this project's assumed two-year buildout period. Hence, the study assumes the above-forecasted 2.7% annual rate of traffic growth, compounded over two years to yield a 5.5% volume increase between 2017 and 2019. Figure 12 shows the expected peakhour background traffic at the earliest time the hotel is likely to be built and fully occupied.

Hotel Parking

Since the subject site is within the City's downtown Parking Assessment District, only its residential uses (i.e., 17 apartments) require on-site parking spaces. The Zoning Ordinance specifies 1.25 parking spaces per residential unit, so 22 of the 56 new underground spaces must be reserved for residents. The parking demand generated by the building's other proposed uses can be partially accommodated in the 34 spare underground spaces, with the balance served by off-site public parking spaces, at a location or locations selected by the applicant.

Since the non-residential uses within the proposed hotel will share the use of an off-site parking supply (via valet service), it is appropriate to estimate the needed total supply with the Urban Land Institute's *Shared Parking Model* (the 2nd Edition of the *SPM* was released in 2005). This Excelbased model was designed to account for:

- Timesharing of parking space use. The SPM uses nationally sampled typical variations in parking demand by use, month, type of day (weekday versus weekend day), hour of the day, and type of arrival (visitor versus employee). These time-based variations are represented by a series of embedded tables indicating the percentage of peak parking demand occurring each hour for each arrival type.
- Capture and mode adjustments. Ordinance-specified parking ratios in most Michigan communities generally reflect a suburban, non-CBD setting. These ratios are intended to establish the peak parking needs of individual land uses as if each use is isolated and operated independently of all other uses. They also assume negligible walking, transit use, and ridesharing. To more realistically estimate the parking needed for a mixed-use development, the SPM includes capture and mode adjustments reflecting the reduction in parking due to the use of alternative modes primarily walking between one site use and another (internal capture) or between the site and off-site locations (mode adjustment).

At the direction of the City' traffic consultant in this particular application, no capture or mode adjustments were assumed in the analysis described below. The shared parking analysis requested by the City's traffic consultant also assumes:

- □ Full simultaneous use of the proposed banquet and meeting rooms. These rooms have a total floor area of 7,446 s.f.; per the building code, this would accommodate 496 persons.
- □ To properly apply the *Shared Parking Model*, the amount of "conference" space per guest room must be determined; per the preceding assumption, this ratio is (7,446 s.f./126 guest





rooms=) 59.1 s.f./guest room. As can be seen in appendix Table A-1, ULI considers this high of a ratio to indicate "convention" space rather than "conference center/banquet" [space]. The "Convention Space' designation prompts lower recommended parking ratios, and as will be seen later, also yields a critical parking scenario in the daytime rather than evening.

Absent any timesharing of parking spaces, the ULI-recommended parking ratios for the preceding uses indicate a total need for 307 spaces on a weekday and 210 spaces on a weekend day (see columns headed "Max Parking Spaces" in Table A-2).

An *SPM* analysis based on the above assumptions predicts that the time of peak parking need will be 9 a.m. on a weekday in February, when the total need (with timesharing) will be 253 spaces. At the same time on a weekend day in the same month, the total need will be 162 spaces (Table A-3).

The model also predicts the parking need by hour in the peak month (February), for both weekdays and weekend days (Table A-4). The peak parking demand by month is graphed for weekdays and for weekend days in Figures A-1 and A-2, respectively. Finally, the hotel's peak-month daily parking demand by hour and type of day is charted in Figure 13.

For the City's planning purposes, the hotel's projected late-winter weekday parking demand by hour is compared in Table 3 to the corresponding deck parking space availability this March. This table predicts significant deficiencies in the existing midday parking supply. These predicted deficiencies should be considered "worst-case," however, in that they are based on the very conservative shared parking assumptions described above.

It is also important to recognize that more of the hotel's off-site parking will likely consist of selfparking – on-street or in other lots – than assumed here. Again, the reader is reminded that the projected hotel parking demand is not an issue relative to site plan approval; it should be, however, a matter of some concern to the City as it plans its future public parking supply.

Trip Generation

Table 4 summarizes the trip generation forecast prepared in general accordance with GW's understanding of the guidelines provided by the City's traffic consultant. This forecast assumes:

- The "hotel" forecast includes trips generated by the guest rooms plus all ancillary facilities except the banquet and meeting rooms. The latter are treated separately because their combined floor area is relatively large compared to the number of guest rooms, likely more so than typical in ITE's trip generation sample for generic hotels (predominately suburban).
- □ Full simultaneous use of the proposed banquet and meeting rooms. These rooms have a total floor area of 7,446 s.f.; per the building code, this would accommodate 496 persons.
- Consistent with the ULI Shared Parking Model, the banquet and meeting rooms are considered "convention space," with all arrivals occurring during the AM peak hour of adjacent street traffic and most departures occurring during the PM peak hour of adjacent street traffic (about 75%, according to the model's estimated hourly parking demands;

Peak Month Daily Parking Demand by Hour



Figure 13. Total Peak Hotel Parking Need Based on Shared Parking Model (with Combined Meeting Spaces and No Capture)

llaur	Supply in March 2017 (Table 2)			Hotel Off-Site	Surplus (Supply - Need)		
Hour	Pierce	Peabody	Total	A-4 less 34)	Both Decks	Pierce	
12:00 AM	657	392	1049	75	974	582	
1:00 AM	660	393	1053				
2:00 AM	659	394	1053	Values not			
3:00 AM	659	394	1053	computed by			
4:00 AM	667	378	1045	SPM .			
5:00 AM	695	425	1120				
6:00 AM	685	398	1083	70	1013	615	
7:00 AM	662	380	1042	72	970	590	
8:00 AM	562	326	888	155	733	407	
9:00 AM	361	149	510	219	291	142	
10:00 AM	197	35	232	211	21	-14	
11:00 AM	136	11	147	211	-64	-75	
12:00 PM	60	8	68	206	-138	-146	
1:00 PM	53	8	61	206	-145	-153	
2:00 PM	78	8	86	211	-125	-133	
3:00 PM	128	15	143	211	-68	-83	
4:00 PM	164	32	196	214	-18	-50	
5:00 PM	233	120	353	212	141	21	
6:00 PM	320	215	535	134	401	186	
7:00 PM	301	237	538	97	441	204	
8:00 PM	323	283	606	103	503	220	
9:00 PM	423	329	752	78	674	345	
10:00 PM	536	362	898	74	824	462	
11:00 PM	636	388	1024	76	948	560	

Table 3. Weekday-in-March Parking Space Availability in Two City Decks vs.Potential Hotel Off-Site Parking Need in Peak Month of February, per Shared Parking Model¹

¹ Assumes banquet room and all four meeting rooms simultaneously occupied at full capacity; no internal capture (walking between those rooms and hotel guest rooms); no downtown capture (walking between the hotel and other buildings or self-park locations); and no hotel room guests using alternative transportation services (taxis, limousines, shuttles, etc.).

Land Use	ITE	Weekday	Weekday AM Peak-Hour Trips			PM Peak-Hour Trips				
	Use	5120	Trips	In	Out	Total	In	Out	Total	
Trips on Average Weekday without Special Events										
Apartments	220	17 d.u.	113	2	7	9	7	4	11	
Hotel ²	310	126 rooms	755	40	27	67	39	37	76	
Subtotals			868	42	34	76	46	41	87	
Additic	onal Trips	on a Day Expe	riencing Maxi	imum Use	of Banqu	iet and M	eeting Ro	oms ^{3,4}		
Banquet Room	-	321 seats	Unk.	107	0	107	0	80	80	
Meeting Rooms	-	174 seats	Unk.	58	0	58	0	44	44	
Subtotals			Unk.	165	0	165	0	124	124	
Weekdays Featuring Special Events ⁵										
Totals			Unk.	207	34	241	46	165	211	

Table 4. Trip Generation Forecast (without Capture)¹

¹ A trip is defined as a one-directional vehicular movement to or from the site. All trips will be serviced here by valets; however, to simplify this table, only trips by apartment residents and other site visitors are listed. Reverse trips by valets are not shown in this table but are accounted for in the valet queuing and traffic impact analyses. Trip forecasts for the apartments and hotel are based on rates and methodology recommended by the Institute of Transportation Engineers in its *Trip Generation Manual – 9th Edition* (2012). All trip forecasts in this table are conservatively high, as they assume that all visitors will arrive and depart in an automobile, and all employees will park on-site.

² Hotels sampled by ITE typically include supporting facilities, such as "restaurants, cocktail lounges, *meeting and banquet rooms*, limited recreational facilities, and/or other retail and service shops," and are generally located in suburban rather than downtown locations.

- ³ Given the sizable amount of meeting and banquet space proposed relative to the number of guest rooms separate "worst-case" trip forecasts are made here for the banquet and meeting rooms. ITE has not published any trip rates for this type of use; however, in cases such as this, it does state that another "reasonable predictor of trip generation may be used" (see *Transportation Impact Analyses for Site Development*, 2005, p. 40). Accordingly, the forecasts in this table assume seating capacities consistent with the building code (1 person per 15 s.f.) and vehicle occupancies consistent with the Zoning Ordinance parking requirement for banquet facilities (3 persons per vehicle).
- ⁴ The shared parking analysis (Table A-4) estimates peak "convention space" parking to be 149 spaces at 9 a.m.; hence, all visitors to the banquet and meeting rooms are assumed to arrive in the preceding hour, which happens here to be the peak hour of adjacent street traffic. The shared parking analysis also estimates "convention space" parking of 149 spaces at 4 p.m. and 75 spaces at 6 p.m.; it is reasonable to assume that the average of these two values, 112 spaces, occurs at 5 p.m., the start of the afternoon peak hour of adjacent street traffic. The exiting trips that hour are therefore assumed to equal (112/149 =) 0.75 times the number of arrivals in the AM peak hour. Absent any available data to the contrary, it is assumed that visitors make no exiting trips in the AM peak hour or entering trips in the PM peak hour.

⁵ These trip totals would occur only on days featuring special events making maximum use of the banquet room and all four meeting rooms.

Note: No internal capture (i.e., walking internally between hotel guest rooms and the banquet and meeting rooms) is quantified in this table, since the associated ITE methodology uses data collected at relatively large mixed-use suburban study sites (not downtown infill sites), and since it does not address banquet facilities per se.

see footnote 4). For purposes of this analysis, no departures are assumed to occur in the AM peak hour, and no arrivals are assumed to occur in the PM peak hour.

Special events making maximum simultaneous use of the banquet and meeting rooms are expected by the operator to be rare to non-existent. Hence, subsequent analyses in this study look at two operating scenarios: an average weekday without special events, and weekdays featuring maximum potential special events.

Valet Service

As mentioned in this study's first report, the proposed valet service bay will be large enough to accommodate six passenger vehicles. To determine the number of valets needed to generally keep single-file queuing of vehicles within the bay, an analysis was performed using methodology outlined on pp. 230-231 of ITE's *Transportation and Land Development (1st Edition, 1988).* This analysis assumed Poisson (random) arrivals and negative exponential service times.

One of the main inputs to the queuing analysis is the assumed average arrival rate, in vehicles per hour. The trip generation forecast in Table 4 shows only arriving and departing residents and patrons; it does not show the reverse "trips" made by valet drivers. To properly evaluate the flow of all vehicles – driven by valets as well as residents and patrons – this flow is referred to here as "throughput." See Table 5.

To estimate valet service rate for use in the queuing analysis, several tests were conducted in the field. These tests found that a valet would need about 4.6 minutes to drive from the midpoint of the site's Old Woodward frontage (approximating the future hotel's main entrance) to the top level of the Pierce parking deck (via Brown Street) and then walk briskly back to the starting point. It was also found that a valet would need about 5.0 minutes to walk briskly from the future main entrance to the top of the deck and then drive back to the starting point (via Pierce, Merrill, and Old Woodward). Weighting these two round-trip times by the corresponding number of trips in Table 4, it was found that the overall average valet service time would be about 4.7 minutes. Working full-time at peak demand, each valet would be able to service (60/4.7=) 12.8 vehicles per hour.

To facilitate queuing analyses of the valet operation for alternative sets of assumptions, the queuing model was formulated as an Excel spreadsheet. Several alternatives each were evaluated for an "average weekday without special events" and for "all hotel traffic on a maximum special-event weekday," and the results are shown in Tables 6 and 7, respectively. To limit queues to six or fewer vehicles with a confidence level of 95%:

- On average weekdays, 9 valets would be needed in the AM peak hour and 10 valets would be needed in the PM peak hour.
- On maximum special-event weekdays, 27 valets would be needed in the AM peak hour and 24 valets would be needed in the PM peak hour. (Bear in mind that this scenario assumes 496 convention attendees arriving in the AM peak hour, plus hotel guests and employees, restaurant patrons, and apartment residents – both coming and going.)

Land Use	ITE	Cino	Size Vehicle		Size Vehicle AM Peak-Hour Vehicles			ehicles	PM Peak-Hour Vehicles			
	Use	Size	Class	In	Out	Total	In	Out	Total			
Apartment	220	17 d.u.	Resident	2	7	9	7	4	11			
Apartment	220		Valet	7	2	9	4	7	11			
Hotel	310	126 rooms	Patron	40	27	67	39	37	76			
			Valet	27	40	67	37	39	76			
Average Weekday Throughput without Special Events					76	152	87	87	174			
Banquet Room	-	321 seats	Patron	107	0	107	0	80	80			
			Valet	0	107	107	80	0	80			
Monting Dooms	-	174 seats	Patron	58	0	58	0	44	44			
Meeting Rooms			Valet	0	58	58	44	0	44			
Maximum Special-Event Throughput					165	330	124	124	248			
Maximum Total Weekday Throughput					241	482	211	211	422			

Table 5. Valet Service Bay Throughput in Weekday Peak Hours¹

¹ Necessary to properly complete the queuing analysis for the valet service bay. Resident and patron numbers here are also shown in the Table 4 trip generation forecast. All residents and patrons are assumed to arrive and depart by automobile.

Table 6. Valet Queuing Analysis:Average Weekday without Special Events1

No. of Peak-	Assumed Valet Cycle Total Service	Utilization Factor	Q _M	No. of Queued Vehicles by Confidence Level (p. 231)							
Hour Valets	Time (min.) ²	Rate (Q, vph)	$(\rho = q/Q)$	(= ρ for n=1)	90% (p =)	95% (p =)					
	, , ,				0.10	0.05					
	AM Peak Hour										
		Arrival Rate =	76	vph							
8	4.7	102.1	0.7442	0.7442	6	8					
9	4.7	114.9	0.6615	0.6615	4	5					
13	7.0	111.4	0.6821	0.6821	4	6					
17	9.4	108.5	0.7004	0.7004	4	6					
			PM Peak Hour								
		Arrival Rate =	87	vph							
9	4.7	114.9	0.7572	0.7572	6	9					
10	4.7	127.7	0.6815	0.6815	4	6					
15	7.0	128.6	0.6767	0.6767	4	6					
20	9.4	127.7	0.6815	0.6815	4	6					

¹ Based on methodology described in the ITE publication entitled *Transportation and Land Development (1st Edition, 1988)* and the average arrival rates shown in Table 5 (which assume everyone arrives by automobile). A confidence level of 95% is most often preferred. The valet service bay will accommodate a single file of 6 queued vehicles (hence the bolding).

² An average valet cycle time of 4.7 min. was sampled for the Pierce St deck. This table also shows what the effects would be hypothetically increasing that average cycle time by 50% and 100%.
No. of Peak-	Assumed Valet Cycle Total Service		Utilization	Q _M	No. of Queued Vehicles by Confidence Level (p. 231)	
Hour Valets	Time (min.) ²	Rate (Q, vph)	$(\rho = q/Q)$	(= ρ for n=1)	90% (p =)	95% (p =)
					0.10	0.05
AM Peak Hour						
		Arrival Rate =	241	vph		
25	4.7	319.1	0.7551	0.7551	6	9
27	4.7	344.7	0.6992	0.6992	4	6
40	7.0	342.9	0.7029	0.7029	5	6
	PM Peak Hour					
		Arrival Rate =	211	vph		
22	4.7	280.9	0.7513	0.7513	6	8
24	4.7	306.4	0.6887	0.6887	4	6
36	7.0	308.6	0.6838	0.6838	4	6

Table 7. Valet Queuing Analysis:All Hotel Traffic on a Maximum Special-Event Weekday1

¹ Based on methodology described in the ITE publication entitled *Transportation and Land Development (1st Edition, 1988)* and the average arrival rates shown in Table 5 (which assume everyone arrives by automobile). A confidence level of 95% is most often preferred. The valet service bay will accommodate a single file of 6 queued vehicles (hence the bolding).

² An average valet cycle time of 4.7 min. was sampled for the Pierce St deck. This table also shows what the effects would be hypothetically increasing that average cycle time by 50%.

Trip Distribution

Figure 14 shows the expected peak-hour directional distribution of resident and patron vehicles approaching the valet service bay, as well as the directional distribution of valet-driven vehicles leaving the bay after drivers and passengers have alighted. These distributions assume that:

- The percentage arriving from the north will correspond to the SB directional split of total traffic now passing the site on Old Woodward: 47% in the AM peak hour and 45% in the PM peak hour. The balance will generally approach from the east, west, and south in proportion to the number of vehicles at Old Woodward and Brown now turning right from WB Brown, left from EB Brown, and continuing through from NB Old Woodward.
- Given that U turns will not be permitted to enter the service bay, arrivals from the east and south will pass the site and use other streets west of Old Woodward (such as Pierce and Merrill) to reach a SB site approach on Old Woodward. Arrivals from the west will turn left before reaching the site and use such streets to reach the site frontage.
- □ The critical hour in the morning experiences the maximum-event arrival traffic forecasted in Table 4. In that hour, the new underground garage will have more-than-adequate parking for residents, plus 34 other spaces available for parking event visitors (cars belonging to overnight hotel guests are assumed here to have been parked off-site, so as to alleviate the morning "surge" of event arrivals). Hence, the number of arriving cars assumed to be parked by valets in the new garage that hour equals (2 residents + 34 visitors=) 36. The corresponding percentage of entering valets is therefore (36/207=) 17%.
- □ The balance of valet-driven arrival vehicles (83%) will be parked west of Old Woodward, since this maximizes the share of traffic exiting the service bay able to turn right at Brown (easier than turning left). It also avoids requiring patrons and valets to cross Old Woodward on foot during the busiest traffic hours.

Figure 15 shows the expected peak-hour directional distribution of resident and patron vehicles departing the valet service bay, along with the directional distribution of valet-driven vehicles approaching the bay prior to pick-up. These distributions assume that:

- Resident and patron vehicles all departing to the south will distribute at the Old Woodward/Brown intersection in proportion to the current peak-hour volumes there.
- Given that U turns will not be permitted in exiting the service bay, departing drivers desiring to go north will make SB right turns at Brown and "go around the block" to reach northbound Old Woodward (e.g., via Pierce and Merrill).
- Per Table 4, only valet-driven resident vehicles will exit the new garage in the AM peak hour, destined for the valet service bay. They will constitute (7/34=) 21% of all departure-serving valet traffic that hour; the other 79% will go to the service bay from off-site parking locations west of Old Woodward.

(continued)



Figure 14. Distribution of Arriving Vehicles (Residents + Patrons In & Valets Out)



Figure 15. Distribution of Departing Vehicles (Valets In & Residents + Patrons Out)

□ In the PM peak hour, valet traffic exiting the new garage will consist of the four exiting resident vehicles (per Table 4) plus 34 "convention" vehicles assumed to have been parked there all day. This subtotal of 38 vehicles will constitute (38/165=) 23% of all valet-driven departure vehicles that hour.

Traffic Assignment

The trip distribution percentage models described above were applied to the corresponding trip generation subtotals in Table 4 (with consideration given to the associated valet "trips") to produce the peak-hour assignments of arrival- and departure-related site traffic illustrated in appendix Figures B-1 and B-2, respectively. Figure 16 (below) sums those two figures to determine the total volumes of peak-hour site traffic. Finally, Figure 17 forecasts future total traffic by adding the site traffic shown in Figure 16 to the future background traffic shown in Figure 12.

IMPACT ANALYSES

Levels of Service

Method and Criteria – Capacity analyses were conducted using the *Synchro 9 Light* computerized traffic model, based on methodologies contained in the Transportation Research Board's 2010 *Highway Capacity Manual.* The primary objective of such analyses is to determine the *level of service,* a qualitative measure of the "ease" of traffic flow based on vehicular delay. Analytical models are used to estimate the average control delay for specific vehicular (through or turning) movements – and in the case of all-way stop-controlled and signalized intersections – each approach and the overall intersection as well. The models account for lane configuration, grade (if any), type of traffic control, traffic volume and composition, and other traffic flow parameters.

Level of service (LOS) is expressed on a letter grading scale, with A being the highest level and F being the lowest level. Achieving an overall intersection and/or approach LOS of D or better is the normal objective in an urban or suburban area; however, LOS of E or worse may be unavoidable for some turning movements onto heavily traveled roads, especially when those movements are controlled by stop signs as opposed to signals.

Table 8 (below) defines LOS, in terms of average control delay per vehicle, for signalized intersections and unsignalized intersections, respectively (the latter include road/driveway intersections).

Unmitigated Results – *Synchro* was used to evaluate AM and PM peak-hour traffic conditions at the intersection of Old Woodward and Brown under current, future background, and future total traffic volumes, and at the valet bay and garage exit under future total traffic. The entry-only driveway on Brown was not included in the *Synchro* network, since there will be no entering left turns there as well as no exiting movements (entering right turns are not assigned a LOS rating).

Synchro printouts for the current and future background traffic scenarios appear in Appendix I of the April study report and are included here by reference. Printouts for future total traffic scenario are included in Appendix C of the present report.









Lovel of Service	Control Delay per Vehicle (sec)				
Level of Service	Signalized Intersections	Unsignalized Intersections			
A	≤ 10	≤ 10			
В	>10 and ≤20	> 10 and \leq 15			
С	> 20 and ≤ 35	> 15 and \leq 25			
D	> 35 and ≤ 55	> 25 and \leq 35			
E	> 55 and ≤ 80	> 35 and ≤ 50			
F	> 80	> 50			

Table 8. Level of Service Criteria

The estimated average delays and associated levels of service are summarized in Tables 9-11 (below). All of these "unmitigated" results assume no changes to lane use or signal timing at the Old Woodward/Brown intersection.

Table 9 shows northbound left turns to be the only movement of potential concern, as follows:

- □ Background traffic growth alone will decrease this movement's PM peak-hour LOS to a D from the current C; however, a D would still be acceptable and would be due to an increase in average delay of only 2.4 sec (7%).
- The further addition of site-generated traffic would without any signal timing changes decrease the LOS for NB left turns to F in both peak hours; this would be undesirable and should be mitigated if possible.

Tables 10 and 11 (above) show that site traffic exiting both the valet bay and garage would experience a level of service of B in both peak hours.

Mitigated Results – Given the LOS F predicted for northbound left turns in the PM peak hour, *Synchro* was used to hypothetically optimize signal timing for the forecasted future AM and PM peak-hour volumes; basically, this involved borrowing some green time from Brown to decrease delays on Old Woodward (maintaining the current 80-sec signal cycle). Table 12 shows that such mitigation would yield for that movement acceptable levels of service of D in the AM peak hour and C in the PM peak hour, while retaining LOS A, B, or C or all other movements.

Signal-Related Queuing

The City's traffic consultant asked that this study evaluate signal-produced traffic backups potentially affecting site access. The only affected access locations requiring evaluation in this regard are the proposed valet service bay – and possibly the proposed garage exit – both on Old Woodward. The garage entry on Brown will receive entering right turns only, so EB traffic backups from the signal will not be an issue.

SimTraffic, a companion microsimulation based on *Syncho* inputs, was used to forecast the extent of the peak-hour traffic backups on the SB Old Woodward approach to Brown, assuming that the

			AM Peak Hour	•	PM Peak Hour		
Approach	Novement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS
			Curren	t Traffic			
Inters	ection	1,327	20.2	С	1,664	20.9	С
50	L	55	20.6	С	72	16.5	В
EB	T + R	352	20.9	С	580	17.4	В
\A/D	L	14	22.6	С	35	21.3	С
VVD	T + R	191	19.6	В	239	14.3	В
	L	216	25.3	С	147	34.1	С
NB	Т	193	13.4	В	241	20.1	С
	R	65	12.2	В	46	16.9	В
CD	L	49	25.1	С	57	33.0	С
38	T + R	192	22.2	С	247	29.2	С
			Future Backg	round Traffic			
Inters	ection	1,401	20.8	С	1,757	21.6	С
EB	L	58	21.3	С	76	17.3	В
	T + R	371	21.3	С	612	18.0	В
	L	15	23.2	С	37	22.4	С
VVB	T + R	202	19.9	В	253	14.5	В
	L	228	26.9	С	155	36.5	D
NB	Т	204	13.5	В	254	20.4	С
	R	69	12.2	В	49	17.0	В
CD	L	52	25.6	С	60	33.8	С
28	T + R	202	22.4	С	261	29.7	С
Future Total (Background + Site) Traffic							
Inters	ection	1,729	43.3	D	1,989	27.7	С
50	L	58	21.6	С	76	17.5	В
EB	T + R	371	21.3	С	612	18.0	В
	L	15	23.3	С	37	22.4	С
VVB	T + R	212	20.2	С	258	14.6	В
	L	305	154.6	F	171	96.2	F
NB	Т	204	13.5	В	254	20.4	С
	R	69	12.2	В	49	17.0	В
C D	L	61	16.4	В	106	27.7	С
20	T + R	434	20.1	С	426	31.5	С

Table 9. Unmitigated Levels of Service at Old Woodward and Brown

Approach	Movement	AM Peak Hour			PM Peak Hour		
Арргоасн	wovement	Volume	Volume Delay (sec) LOS			Delay (sec)	LOS
Future Total (Background + Site) Traffic							
EB	R	241	14.4	В	211	14.6	В

Table 10. Levels of Service at Old Woodward and Valet Service Bay

Table 11. Levels of Service at Old Woodward and Hotel Parking Garage Exit

Approach Movement		AM Peak Hour			PM Peak Hour		
Арргоасті	wovernent	Volume	Volume Delay (sec) LOS		Volume	Delay (sec)	LOS
Future Total (Background + Site) Traffic							
EB	L + R	7	11.7	В	38	12.4	В

Approach	Mayamant	AM Peak Hour			PM Peak Hour			
Арргоасп	wovement	Volume	Delay (sec)	LOS	Volume	Delay (sec)	LOS	
	Future Total (Background + Site) Traffic							
Inters	ection	1,729	26.0	С	1,989	25.1	С	
ED	L	58	32.6	С	76	37.0	D	
ED	T + R	371	30.3	С	612	30.3	С	
	L	15	30.7	С	37	34.4	С	
VV B	T + R	212	27.8	С	258	22.4	С	
	L	305	51.7	D	171	33.7	С	
NB	Т	204	9.4	А	254	13.4	В	
	R	69	8.5	А	49	11.3	В	
C.D.	L	61	11.4	В	106	18.1	В	
38	T + R	434	13.4	В	426	18.0	В	

Table 12. Mitigated Levels of Service at Old Woodward and Brown

Table 13. Future Queuing on SB Old Woodward Approach to Brown (feet)¹

Lane	Type of Queue	AM Peak Hour	PM Peak Hour
	Average	35	37
L	95 th -Percentile	76	74
TID	Average	79	71
ΙŦΚ	95 th - Percentile	102	88

¹ Assumes future total traffic flows shown in Table 12.

signal timing is optimized. These simulated queuing results are detailed in Appendix C and summarized in Table 13 (above).

On average, the predicted SB queues on Old Woodward are not expected to materially interfere with egress from the valet service bay. Ample times for egress will be available near the end of each signal cycle's green phase, if not sooner. It is important to bear in mind that the predicted 95th-percentile queues would be experienced (if at all) only very briefly within either peak hour.

Transportation Standards

When the abutting section of Old Woodward is rebuilt in the near future, it will include a narrow two-way left-turn lane. This lane will not be needed for access to the hotel, however, since there will not be any entering left (or right) turns at the proposed garage access on Old Woodward.

There are generally no existing right-turn lanes along Old Woodward, even at Maple, and their addition – at Maple or elsewhere – would be inconsistent with the City's future design concept for the street (e.g., such lanes lengthen crosswalks). Adding a right-turn lane for the proposed valet service bay is unnecessary and would be inappropriate as well, since it could result in visibility-blocking vehicle stacking north of the garage access drive. Vehicles entering that bay should use the opening provided by the garage access drive as a taper area.

At a minimum, the clear line of sight to and from the north for vehicles exiting the hotel parking garage should be sufficient for through drivers on Old Woodward to stop from an assumed 25 mph approach speed. From a viewing point 10 feet (minimally) to 14.5 feet (desirably) west of the through lane, exiting drivers should be able to see the center of the southbound through lane at least 155 feet to the north; this may require some curtailment in the on-street parking north of the proposed driveway.

Bicycle and Transit Activity

Once rebuilt, Old Woodward will feature "sharrow" markings reminding drivers to share the road with bicyclists. In recognition of the increased bicycle riding thus encouraged, bike racks should be added – at a minimum, on the proposed intersection "bump-outs" (aka "curb extensions"), including the new bump-out to be built on the hotel's corner.

As noted earlier in this report, there are existing bus stops on Old Woodward for each direction of travel, all about a block north and south of the hotel. To encourage bus ridership by hotel guests as well as employees, it would be advisable to provide some related directional signing for pedestrians exiting the hotel's main entrance.

Pedestrian Activity

Several areas of improvement are proposed for the Old Woodward frontage of the proposed hotel. The sidewalk will be widened to a minimum of 17 feet in accordance with the Old Woodward frontage plan provided by the City Engineer. Within these 17 feet will be a clear width of sidewalk of 10 feet adjacent to the building, a 5-foot-wide planter, and a 2-foot buffer area between the planters and face of curb. A curbed bump-out will be constructed at the northwest corner of Brown and Old Woodward, in accordance with the City's streetscape plan. This bump-out will lessen the east-west crossing distance of Old Woodward, protect the valet staging area, and add a pedestrian movement area between the hotel entrance doors and valet staging area (Figure 19).



Figure 19. Concept Plan for Pedestrian Movements along Old Woodward Frontage

Valet staging is proposed for the parking area between the curbed bump-out and the garage exit drive. The valet staging (or service) area will be wide enough to keep valeted vehicles and the associated drivers, passengers, and valets safely clear of the southbound travel lane. Passengers alighting in this area will be able to proceed to the bump-out and directly enter the hotel, thus minimizing any conflicts with through pedestrian movements along the main-line sidewalk. The streetscape planters will also separate the valet operations from through pedestrian movements.

Traffic Management

As noted above, all hotel parking will be serviced by valets. The hotel operator will be contracting with a professional parking management / valet service company (ABM Parking Services) to provide valet operations. On-site parking will be provided for the fifth-floor apartments and a limited number of additional vehicles. Off-site parking will occur in City-owned parking decks and/or at other locations to be determined (as required).

All valet operations will be southbound on Old Woodward, generally operating in a clockwise direction around the site and making right turns. There will be space for six vehicles in the valet staging area on Old Woodward. Valet staffing levels will be adjusted as required to meet the operational requirements of the hotel and/or banquet events. Normal valet operations are not expected to significantly impact, or be impacted by, southbound through traffic on Old Woodward.

In instances where southbound through traffic and hotel traffic are at unusual peak levels, traffic control personnel (private and/or public/police) will be engaged to maintain traffic flow in the area.

Deliveries to the building will be to the loading dock area on Brown Street. The loading dock area will be large enough to accommodate most delivery vehicles and not block Brown, except briefly when trucks are entering or leaving.

KEY FINDINGS AND CONCLUSIONS

Key findings and conclusions developed in this study are as follows:

- All cars transporting building residents and visitors to and from the site will be parked by valets. The hotel's proposed two-level underground garage will feature 56 parking spaces, with 22 of those spaces being reserved for fifth-floor apartment residents and 34 being available to other valeted visitor cars. Valets needing to park additional cars will seek public off-site parking spaces, ideally in the City's nearby Pierce Street parking deck.
- □ The trip generation forecast provides a separate forecast for the proposed banquet and meeting rooms, since their combined floor area (7,446 s.f.) will be relatively large compared to the number of guest rooms (126). At the direction of the City's traffic consultant, this study assumes a maximum special-event scenario, wherein the banquet and meeting rooms are in full simultaneous day-long use, with all arrivals occurring during the AM peak hour of street traffic and all departures occurring during the PM peak hour of street traffic. Also at the consultant's request, no walking trips are assumed, whether from guest rooms within the hotel or from various off-site locations.
- □ Valet queuing analyses were completed for both an average weekday without special events and a maximum special-event weekday. Based on field measurements, it was assumed that the valet service time would average 4.7 minutes. To keep the service bay occupancy limited to its six-vehicle capacity (at a 95% confidence level), it was found that on an average weekday, the AM peak hour would require nine valets and the PM peak hour would require ten valets. On a maximum special-event day, however, the peak-hour valet requirements could be as high as 27 and 24, respectively.
- □ The traffic impacts of the proposed hotel will be minimal and can be easily mitigated. For the future total peak-hour traffic volumes forecasted at the Old Woodward/Brown intersection, very acceptable levels of service of C or better for most individual movements as well as for the overall intersection can be achieved with signal retiming (level of service is assigned on an A-F grading scale based on anticipated vehicular delays).
- Vehicles exiting the hotel's parking garage and valet service bay can be expected to experience a level of service of B. On average, southbound backups from the signal at Brown should not materially interfere with egress from the service bay. Drivers attempting to exit that bay will, however, occasionally find it to their advantage to pause until signal-queued vehicles have discharged after receiving the green light.

□ The valet operation and associated pedestrian movements will benefit from the streetscape plan outlined in this report. In addition to the features shown, it is recommended that the plan also include pedestrian benches and bike racks on the site's Old Woodward frontage (at a minimum, on the nearby intersection bump-out). Directional signing for the nearest bus stops north and south of the site may also be appropriate.

BOOTH HANSEN



Birmingham Hotel 2017.06.15 1623

LL1 PLAN

MAXIMUM PARKING: LOWER LEVEL 1 = 29 SPACES LOWER LEVEL 2 = 60 SPACES TOTAL = 89 SPACES



BOOTH HANSEN



Birmingham Hotel 2017.06.15 1623

LL2 PLAN

MAXIMUM PARKING: LOWER LEVEL 1 = 29 SPACES LOWER LEVEL 2 = 60 SPACES TOTAL = 89 SPACES



MAJOR EVENT TRAFFIC PLAN 298 S. OLD WOODWARD HOTEL

TRIGGER EVENT:	Description of Event:
Any event where the attendance in the banquet room plus the meeting rooms is expected to equal or exceed the (building code) capacity of the banquet room of 321 persons.	
Important Fact to Consider During a Major Event at the hotel:	The hotel will have two levels of underground parking which will be used during a Major Event. This parking provides the hotel and community with a great advantage as immediate queuing of cars will be under the hotel and <i>not</i> on S. Old Woodward, S. Old Woodward will not be congested and traffic should not be adversely impacted.
Description of Valet set-up and layout including	Staging of Vehicles:
points of ingress and egress.	 1st point of arrival is front of hotel. 2nd a valet moves car underground by turning right onto Brown Street and entering the hotel underground parking garage at the Brown Street entrance and queues cars for valet movement from garage. 3rd a valet moves cars to offsite parking structures from underground garage staging area by exiting garage with a right turn onto S. Old Woodward and disburses vehicles from that point.
Notice will be given to stakeholders of any Major	Notice to Stakeholders:
Event at the notel.	 Meeting with Valet and all Hotel personnel. Alert Birmingham Police Department
	Transmittal List:
	City of Birmingham Police Department

PRIM

June 20, 2017

Ms. Jana L. Ecker Planning Director City of Birmingham 151 Martin Street Birmingham, MI 48012 *Via Electronic Mail*

Re: Traffic Management Plan For Birmingham Boutique Hotel at Brown and Old Woodward (the "Hotel")

Dear Ms. Ecker,

As previously shared, Aparium Hotel Group ("Aparium"), as manager of the Hotel, has extensive experience operating valet and parking in like hotel properties in urban and suburban environments with heavy densities and significant traffic flow.

Our entire Front of House staff is expertly trained to handle back flow of guest arrivals. In delivering the very best, luxury service, the first and last guest experience is imperative to our overall success and much stress is put on providing seamless arrival and departure experiences. Our Standard Operating Procedures or "SOPs" are attached as it relates to the Valet component.

In addition, it is very important to us that we are in regular communication with the applicable City channels when we expect large events and increased traffic patterns. As such, we are more than happy, as is the case with our other hotels, to put into practice the following.

- 1.) City parking deck utilization data and reports will be reviewed considering the day, time and month to determine the most suitable parking structure(s) for major events and prioritize their use.
 - a. The Pierce Street deck will be the default parking structure for daily operations of the Hotel.
 - b. Should the Pierce Street structure be fully occupied, the Peabody and Chester parking structures may be used, particularly if there is an event that will require these alternative structures.

PRIM

- c. To accommodate the longer turnaround times at the Chester and/or Peabody structures, we will consider the use of shuttles to shorten the car retrieval times.
- 2.) The City Police Department will be given advanced notice for major events that would cause for significantly greater traffic patterns.
- 3.) Guests to the Hotel, for any purpose, will be instructed to the greatest extent possible to arrive from the north on Old Woodward for valet drop off.
- 4.) If Old Woodward traffic is expected to be impeded for a meaningful period of time, operations will commit to hiring suitable traffic control persons (i.e. off-duty police) to assist and enforce proper traffic flow.
- 5.) Rather than queuing cars extensively on Old Woodward, the garage would be used for short term arrivals/departures to keep Old Woodward free of congestion.
- 6.) All of the Front of House ("Ambassador") staff will be cross-trained to park and retrieve vehicles and will act quickly to fill any voids in valet staff should in unexpected influx of traffic arrive to the Hotel.

We are, of course, open to further recommendations and suggestions from the City. We remain very confident in our ability to operate the arrival/departure experiences at a world-class hospitality level, without causing burden to the City as a result of the Hotel.

Sincerely,

Mati

Mario Tricoci CEO Aparium Hotel Group

Attachment:

Aparium Hotel Group Employee Resource Guide (Arrival / Departure Related Contents)

GUEST SERVICES SEQUENCE OF SERVICE

The Sequence of Service is the recommended order that service will be given to every guest or tasks that will need to be done during, before, or after the interaction. Each sequence is created to consistently meet the standards and to ensure efficient and effective service or completion of tasks.

VALET

Guest Automobile Security

- Always be aware of strangers loitering on the hotel driveway or in the garage
- The valet areas should be off-limits to those who are not associates of the hotel
- If you spot anyone who is without a specific purpose in the valet's area or is loitering, notify your supervisor or security immediately

The following services should be made available through a local garage or auto service:

- Jump starting (based on valet company liability coverage)
- Fixing a flat tire or adding air
- Window washing
- Car wash/auto detailing
- Gas and oil
- Maintenance
- Lock out assistance
- Associates should not change tires on behalf of guests because of liability issues. It must be done by qualified mechanics through a garage or auto service

Handling a challenging guest request

- We will attempt to accommodate any reasonable request that a guest makes
- When a guest asks for something we do not have or is difficult to provide, follow the problem resolution standards:
 - Listen carefully to what the guest is saying
 - Begin with a positive attitude, empathize
 - o Ask questions when appropriate
 - o Offer options; let guest select solution
 - o Follow-up and ensure the solution was given
 - o Tell and involve your manager



Parking Vehicles

Sequence of Service



- 1. Greet the guest
 - a. Approach the guest, acknowledge them within 10 seconds of arriving, "Good morning, welcome to the hotel, will you be valet parking with us today?" if the guest indicates yes, "May I have your name please?"
 - b. Next, radio the Front Desk with the name of the guest to start the check in process.
- 2. Explain parking options
 - a. For valet parking inform guest of valet charge for overnight guests only
 - b. Generally tickets are marked to indicated whether a guest is parking for an event and will need to pay at the cashier station in the event space or guest is staying in the hotel and charges to be added to the guest room folio
- 3. Review vehicle for damages. Vehicles should be checked for:
 - a. Pre-existing damage. If applicable, a notion should be made on the reverse of the ticket or where available. The guest should be notified of damage on the vehicle while the guest is there, whenever practical, if damage is of concern advise your manager to ensure the guest is informed
 - c. Any items of value left in the vehicle should be reported to a manager or supervisor, with notation on ticket
 - 4. Park Vehicle
 - a. If you must move the seat of a guest's automobile to safely operate it, return the seat to its original position when you exit the car
 - b. Do not smoke, eat, or drink in any guest's car
 - c. Do not listen to or change stations on the radio
 - d. Do not drive a guest's automobile to any location outside the designated delivery points, unless instructed to do so by the garage manager
 - e. Ensure door locks, lights and windows are properly secured
 - f. Do not spin wheels
 - g. Do not slam door or trunk
 - h. Check side view mirror before opening door
 - i. Do not rev the car engine



- j. While driving in the garage, on the motor concourse, or on the street, you should obey all traffic, directional and stop signs
- k. Leave the appropriate portion of the ticket on the dashboard to identify and match numbers when the car is retrieved.
- I. For security reasons, do not write the guest's name and room number on the portion of the ticket that remains visible in the vehicle

5. Store Keys

- a. Tag the car keys
- b. Place keys in locked valet cabinet
- c. Retain the valet ticket portion containing vehicle condition and place in filing system
- d. Do not hold a set of keys for any length of time



PRIT

Retrieving Vehicles

Sequence of Service



- 1. Retrieve ticket from valet printer or other device
 - a. Upon receiving ticket from printer or other device, locate the valet ticket number for retrieving keys
 - b. Retrieve keys from locked cabinet
 - c. Open cabinet and match the guest ticket number to the valet ticket
- 2. Locate vehicle
 - a. Review valet ticket attached to keys to identify parked location of vehicle
 - b. Upon locating vehicle cross reference valet ticket attached to keys to the valet ticket placed in the vehicle
- 3. Drive vehicle to the front drive
 - a. If you must move the seat of a guest's automobile to safely operate it, return the seat to its original position when you exit the car
 - b. Do not smoke, eat, or drink in any guest's car
 - c. Do not listen to or change stations on the radio
 - d. Do not drive a guest's automobile to any location outside the designated delivery points, unless instructed to do so by the garage manager
 - e. Ensure door locks, lights and windows are properly secured
 - f. Do not spin wheels
 - g. Do not slam door or trunk
 - h. Check side view mirror before opening door
 - i. Do not rev the car engine
- 4. Wait for the guest
- 5. Greet the guest
 - a. Inquire if the guest would like a bottle of water
 - b. Retrieve bottled water from the refrigerator underneath the valet counter
- 6. Obtain claim ticket
 - a. Verify the valet claim ticket to the ticket in the vehicle
- 7. Inquire if the guest enjoyed their visit

- 8. Assist the guest with any items
 - a. Inquire where the guest would like the items placed in the vehicle
 - b. Items are to be handled with the utmost of care. Do not toss carelessly or stack improperly in vehicle
- 9. Offer directions
 - a. Inquire if the guest is in need of directions, if the guest says yes, maps and printed directions for popular destinations should be readily available at the door post
- 10. Bid the guest farewell



Door Post

General Responsibilities

Sequence of Service

Parking strategy Driveway cleanliness	Storage and work area cleanliness	Deliveries	Handling intoxicated guests	Emergency vehicles	Local area knowledge	Handling challenging guest requests
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1. Parking strategy

- a. The traffic lane closest to the hotel must be kept clear for the convenience of arriving and departing guests
- b. Established hand signals should be used by door posts with a professional and directive motion while moving traffic through the hotel drive
- c. Arriving guest automobiles should be removed from the hotel entrance immediately to the parking garage
- d. Automobiles should not remain on the drive, this causes congestion and detracts from the welcoming environment of the hotel entrance
- e. Door posts should ensure consistent posting of valet hikers on the drive. Valet hikers must be immediately available to handle all automobiles
- f. Temperature permitting, parked automobiles should have their engines turned off
- 2. Driveway cleanliness
 - a. Cleanliness is imperative to the hotel's image
 - b. Litter on the drive and entrance way, ash-urns and trash cans are to be the responsibility of the door attendant to monitor and maintain
- 3. Storage and work area cleanliness
 - a. Umbrellas are freely available at the front door and a stock is kept to ensure they are always available to resident guests of the hotel
 - b. Water bottles for guests should be available at all times, a cooling facility fridge or large ice bin should be available within close access to the drive to ensure a constant cold supply is available
- 4. Deliveries
 - a. Large deliveries are to be made through the loading dock without exception
 - b. Receiving and banquets are to be notified immediately by telephone when deliveries are referred to the loading dock
- 5. Handling intoxicated guests
 - a. In the event you observe a guest to be unsuitable to operate their automobile due to intoxication, you are to contact the GSM and security



- b. Do not release the automobile unless approved by GSM and/or security. Look for the following conditions:
- c. Slurred speech or diction
- d. Physical coordination- stumbling or falling
- e. Impaired judgment
- f. If a guest is under the influence of alcohol, offer a taxi or the designated driver service through hotel valet to take the guest home or if necessary offer a room to stay-over
- g. The most senior person on duty will handle this tactfully and preferably out of the public view without embarrassing the guest
- 6. Emergency vehicles
 - a. In case of emergencies, all staged or parked automobiles must be promptly moved in the anticipation of emergency automobiles
 - b. Door post and valet hikers/parking attendants are to direct emergency response personnel to the proper area within the hotel, always providing clear and precise directions
 - c. Contact security immediately via radio
- 7. Local area knowledge
 - a. Door posts and valet parkers are to be well informed and knowledgeable on routes to popular destinations and approximate costs of taxis
 - b. Popular roadways or transportation methods to be knowledgeable about include:
 - c. Knowledge of the highways, interstates, and motorways within the hotel's vicinity
 - d. Directions to and from airports, approximate costs
 - e. Airport shuttle services, approximate cost
 - f. Provide guest destinations to the cab driver (especially if there may be a language barrier)
 - g. Popular destinations and routes to be knowledgeable include:
 - h. Directions and locations of the various restaurants and cuisines, bars and night clubs of interest
 - i. Directions to shopping centers, fashion malls, museums, hotels
 - j. Directions to sport facilities and main tourist attractions
 - k. Knowledge of hotel activities relating to arrivals and departures of guest functions
 - I. Knowledge of jogging trails
 - m. Knowledge of nearest ATM or bank
- 8. Handling a challenging guest request
 - a. We will attempt to accommodate any reasonable request that a guest makes
 - b. When a guest asks for something we do not have or is difficult to provide, follow the problem resolution standards:





- c. Listen carefully to what the guest is saying
- d. Begin with a positive attitude, empathize
- e. Ask questions when appropriate
- f. Offer options; let guest select solution
- g. Follow-up and ensure the solution was given
- h. Tell and involve your manager

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Arriving Guest

Sequence of Service



- 1. Approach the vehicle
 - a. Be aware of all activity in the main entrance area. When an automobile approaches, move towards the vehicle and observe occupants
 - b. After you have opened the door and established eye contact, acknowledge the guest by saying "welcome to the hotel."
 - c. If the guest is a return guest, welcome them back by saying, "Welcome back, Mr. Smith. We are glad to see you."
 - d. Dialogue should be attentive and natural
 - e. Door posts should remain outside the hotel positioned between drive and front doors, striving to greet all automobile doors and assist guests
- 2. Inquire the guest's purpose
 - a. If guest is arriving via house transportation, guest purpose should be determined from the communication center agent or metro dispatch
 - b. If guest is arriving in transportation other than house car, decide if the guest is checking in or just visiting the hotel
 - c. Determine the reason for the guest's arrival by asking, "How may I assist you today?" or "Welcome back" The guest will provide you with the needed answer if they are checking in, returning, or attending an event or function in the hotel
 - d. Ask the guest their name if unknown or check valet ticket
 - e. Assist the guest based upon the reason for their visit
 - f. If the guest is checking in, immediately radio front desk post of guest arrival in order for escorting ambassador to retrieve the key packet and exit to meet the guest in the courtyard
- 3. Offer parking options
 - a. Offer the guest parking options for:
 - i. Checking in to the hotel
 - ii. Dining in the restaurant
 - iii. Visiting an in house guest
 - iv. Using the spa





- v. Attending a function
- b. Be informed of the prices for valet
- c. If parking options are available at your hotel, they should be offered at this time
- d. Know how to respond to guests who request for their vehicle to remain in the driveway
- e. Have street parking information readily available to hand out to guests
- 4. Assist with luggage
 - a. Remove luggage from automobile promptly once doors are open and salutation is completed
 - b. Immediately look on the luggage tags for guest's name and count pieces. Confirm with the guest using guest name, "Mr. Smith, we have 3 pieces of luggage. Is this correct?"
 - c. If the guest has multiple pieces they are unable to handle, you can assume they will accept your offer of assistance. Explain to the guest, "Mr. Smith, we will have the luggage delivered to your room shortly."
 - d. Tag each piece of luggage and provide bell post with claim stubs
 - e. Guest luggage is to be handled with the utmost of care. Do not toss carelessly or stack improperly on cart or in storage areas
 - f. If luggage is damaged pre-arrival, such as a loose handle or broken zipper, offer damage repair. "Mr. Smith, I noticed your suitcase handle is loose. We can have that sent out and repaired for you" Advise your manager of the response and ensure prompt follow up of the request
- 5. Open door entrance
 - a. The front door will always have an associate in position to assist with opening and closing of the door
 - b. All interactions with guests should be enthusiastic, upbeat, positive and immediate
 - c. When giving a guest directions, escort them towards the destination until they are comfortable they can find it (for non-check in guests)
 - d. Be informed of the daily functions and events that are happening at your property
- 6. Bid the guest farewell
 - a. As a final contact courtesy for a guest arriving to the hotel, bid the guest an enjoyable stay by saying, "Mr. Smith, enjoy your stay with us."
 - b. If the guest has arrived at the hotel for a reason other than checking in, you can say, "Enjoy your dinner this evening in the restaurant."
 - c. Inform the guest that they may pay for valet by credit card at the front desk.



Departing Guests

Sequence of Service

Open door entrance

Offer assistance

Inquire to guest's

Bid the guest farewell

- 1. Open door entrance
 - a. Door Post will hold doors open for all arriving and departing guests
 - b. The Door Post is in control of maintaining the flow of the driveway or front entrance. A crunch procedure is to be established when the door becomes busy. This includes greeting guests, parking cars and handling of luggage
 - c. All interactions with guests should be enthusiastic, upbeat, positive and immediate
 - d. Door Posts should remain outside the hotel positioned between drive and front doors, striving to greet all automobile doors and assist guests
- 2. Offer assistance. Here are some suggested phrases:
 - a. "How can we help you?"
 - b. "Let me take your luggage miss."
 - c. "Can I assist you with directions?"
 - d. "Do you need assistance with transportation?"
- 3. Inquire to guest's needs
 - a. Be aware of guests leaving the hotel and anticipate their purpose for their exit of the hotel. Guest will either be:
 - b. Checking-out of the hotel and in need of transportation
 - c. In need of transportation to another location
 - d. Walking to their next destination
 - e. Ask departing guests if they would like directions to their destination by saying, "Mr. Smith, do you need directions for the airport?" if the guest says yes, maps and printed directions for popular destinations should be readily available at the Door Post

If a guest is checking-out and departing from the hotel, determine:

- a. Where the guest is going and if they need transportation
- b. If the guest is going to the airport, ask what time their flight is and what airline they are flying on. Provide any useful information about the airport.



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Arrange transportation via taxi

- a. Front desk is responsible for all taxi requests.
- b. If valet receives a request they radio guest services to place the call.
- c. Quote the guest the approximate arrival time of the taxi.
- d. Ensure the quality of the taxi cabs used is of our hotel standards and the expectations of our guests
- e. Maintain orderly queue of taxis if they are waiting for guest pick up
- f. Respect guest requests for air-conditioning, non-smoking, etc.
- g. Door attendants have the ability to reject taxis that are not deemed appropriate
- h. Verify interior of taxi and overall cleanliness and condition of automobile
- i. Door Attendant should ask guest of their destination and advise taxi driver
- j. Verify the driver understands the destination. Door Attendant may be expected to give the approximate cost of the taxi ride
- k. Provide guest destination to cab drivers, giving written directions to guest. It is the responsibility of the Door Post and not the guest to inform the driver of the destination

Arrange transportation busses

- a. Be aware of all planned pickups and drop offs by coach companies planned by the hotel
- b. The door attendant should ensure that the driver has detailed directions for the guest's destination to ensure against errors

Arrange transportation limousine

- a. The hotel will develop local procedures to ensure the smooth communication between the limousine car service, concierge desk and Door Attendants
- b. Door Attendant will ensure that drivers maintain decorum and composure expected of all associates
- c. Drivers will advise the Door Attendant of pick up times and information. It is important that the Door Attendant maintains good control of the location and placement of drivers while waiting for guests
- d. Door Attendant should communicate directly with concierge when drivers arrive at the hotel to ensure good communication with the guest

4. Bid the guest farewell

- a. Offer all departing guests a sincere farewell by saying, "Thank you Mr. Smith for staying with us. We look forward to your return," or "Goodbye Mr. Smith, have a safe journey."
- b. Always use the guest's name during departure. This provides a sense of caring and appreciation that the guest chose us as their hotel of choice
- c. Ensure that the door of the automobile is closed securely



City of	Birmingham	MEMORANDUM
DATE:	July 6, 2017	Engineering Dept.
то:	Advisory Parking Committee	
FROM:	Paul T. O'Meara, City Engineer	
SUBJECT:	298 S. Old Woodward Ave. Removal of On-Street Parking S	Spaces

The owner of the above property, located at the northwest corner of Brown St., has submitted plans requesting a permit to construct a five-story hotel with two underground levels of private parking. The plans have received preliminary site plan approval from the Planning Board. As a condition of such approval, the Planning Board asked the applicant to appear before the Advisory Parking Committee (APC) to receive a recommendation relative to the removal of on-street parking, as proposed on their plan.

The applicant's representative has prepared the attached letter of request, as well as an aerial photo of the existing conditions, and a plan of the Level 1 site plan. As supplemental information, we have attached an front elevation view of the proposed building, as well as the plan sheet of the Old Woodward Ave. street paving project. The following information is provided for background:

- 1. The applicant is requesting approval to remove five parking spaces to create a permanent valet service at the front door of the new building. The traffic management plan has been studied extensively at the Planning Board level, with multiple discussions occurring between the applicant's traffic engineer, and the City's traffic engineer. In simple terms, the applicant plans to have valet service available for all visitors to the building, whether they are overnight guests, long term residents, patrons at the restaurant, meeting attendees, etc. Vehicles will be taken to the building's proposed Brown St. garage entrance when space permits, and vehicles will be returned to the valet area using the S. Old Woodward garage exit. When space does not permit, the valet drivers will seek other options, such as the Pierce St. Parking Structure.
- 2. The applicant is asking for the permanent removal of all on-street parking on the S. Old Woodward Ave. frontage of the building to support a valet service. A similar request has been granted in the past for the Townsend Hotel, which operates a valet area on its Merrill St. side. This approval was granted in 1999 during the construction of this addition to the building. The City charges the Hotel a fee equal to \$2,000 per meter per year to continue this service, to account for revenue lost to the parking system. With the recent change in the metered parking rate to \$1.50 per hour, this fee will now be changed to \$3,000 per meter per space.
- 3. As you know, the City has been making plans for well over a year to reconstruct Old Woodward Ave. from Willits St. to Brown St. Construction was originally planned for 2017, and it has been postponed to 2018. The plans were originally prepared before any plans for this vacant property had been received. The attached plans were

prepared as a "best case scenario" for the City wherein a new building would be constructed on this property that could fully utilize its Brown St. side as a means to construct a driveway to an underground parking facility. Such an assumption was within the realm of possibilities, with the understanding that the City and likely the applicant would want to construct a building here that would focus on making the Old Woodward Ave. frontage an uninterrupted, positive pedestrian experience. Under this scenario, the plans depict the installation of 12 on-street parking spaces, up from the existing 9. The increase is possible because the City already committed to narrowing the Old Woodward Ave. pavement in favor of wider sidewalks and improved on-street parking counts.

4. To be consistent with other projects, the City does not "charge" property owners building new buildings if they wish to introduce or change a driveway to the property as a part of the development (consistent with our recent discussion on E. Frank St.). With that consideration, it could be argued that having one driveway on the Old Woodward Ave. frontage would reduce the space for angled on-street parking down to 8 spaces. The applicant is requesting approval for the removal of 5 spaces, based on the existing parallel parking configuration, which the City had already committed to changing to angled parking, again in an effort to create more on-street parking. If the committee is inclined to approve this recommendation, they will need to discuss and consider what the appropriate loss of parking spaces truly is for this site.

The Planning Board generally expressed praise for this design, and appears to be in support of the idea to operate a valet station within the public right-of-way. However, they would like the perspective of the APC, before this issue is finalized by the City Commission. A suggested recommendation is provided below:

SUGGESTED RECOMMENDATION:

To recommend to the City Commission the removal of _____ on-street parking spaces at 298 S. Old Woodward Ave. to allow for the operation of a valet service by the adjacent property owner, in exchange for an annual payment of \$_____ at \$3,000 per meter) to be charged annually once the adjacent hotel is open for business.



Williams Williams Rattner & Plunkett, P.C. Attorneys and Counselors 380 North Old Woodward Avenue Suite 300 Birmingham, Michigan 48009 Tel: (248) 642-0333 Fax: (248) 642-0856

Richard D. Rattner rdr@wwrplaw.com

July 6, 2017

By e-mail and hand delivery

City of Birmingham Advisory Parking Committee 151 Martin Street Birmingham, MI 48009 Attn.: Mr. Paul O'Meara, City Engineer

Re: Hotel Site Plan for 298 S. Old Woodward; Lorient Capital, LLC ("Applicant")

Dear Mr. O'Meara:

On behalf of our client, the Applicant, we make this submission for approval to the City of Birmingham's Advisory Parking Committee as follows: (a) for purposes of accommodating the Applicant's hotel arrival and departure queue, the removal of five existing parking spaces on S. Old Woodward; (b) to accommodate the Applicant's ingress and egress to the new 56-car, below-ground parking structure, the removal of three existing parking spaces; and (c) to accommodate the City's future plan for a "bump-out" at the corner of S. Old Woodward and Brown, the removal of one parking space. This submission is a requirement of the Planning Board's preliminary site plan approval granted to the Applicant on May 24, 2017. The preliminary site plan envisions the development of 298 S. Old Woodward, at the northwest corner of Brown and S. Old Woodward, as a new five-story, boutique, luxury hotel with an expanded two tier underground parking garage with 56 *new* parking spaces.

We ask the Advisory Parking Committee to take account of the following:

- The area created by the assignment of the parking spaces to the Applicant will be used for hotel valet and drop off purposes. See the enclosed Google Earth overhead photograph (Exhibit A) and ground level site plan drawing (Exhibit B).
- In order to maximize efficiency and traffic flow, the Applicant requests that the Advisory Parking Committee approve the removal of five of the nine parking spaces on S. Old Woodward for the hotel's valet drop off. The Applicant has worked closely with the City's Planning Department, Planning Board, engineering, and traffic consultants to avoid any traffic flow interruption. The results of this in-depth analysis show that the use of curbside valet and drop, as applied for in this petition, is the most effective and efficient way to ensure a continued traffic flow on southbound S. Old Woodward.

Mr. Paul O'Meara, City Engineer July 6, 2017 Page 2

WWRP

- It should be noted that the Applicant, at great expense to itself, has expanded the originally intended single-level underground parking garage to a *two-level*, *underground garage* that accommodates 56 *new* parking spaces. One result of this impressive increase in parking spaces, is that it effectively eliminates any impact of the assignment of nine spaces at the curb. Not only will this removal have no effect on overall parking available to hotel and retail patrons, but the net effect of the curbside valet will actually increase the number of spaces available to hotel guests and retail patrons.
- Notwithstanding the fact that the site is located in the Downtown Parking Assessment District, the Applicant has provided a parking and traffic plan for the hotel that not only meets all of the City's requirements, but provides *more than double* the on-site parking required by the City ordinance. The ordinance requires only 22 on-site parking spaces.
- As stated above, it is important to note that only five spaces will be used for valet and drop off parking. The remaining four spaces will be used as follows: (a) one of the lost spaces is due to the sidewalk bump-out that is part of the upcoming reconstruction of S. Old Woodward; and (b) another three spaces must be removed to allow for the exit drive for the hotel's underground garage. The Applicant requires the assignment of only five existing spaces for use by the valet.
- The site plan greatly enhances the streetscape of the property. It includes a landscaped front along S. Old Woodward with 16.5" sidewalks, added trees, planters and pedestrian-level lighting, all in accordance with the City's current S. Old Woodward reconstruction plan. This attractive new façade, without the parking spaces, provides a pedestrian friendly, walkable design that is in compliance with the City's master plan and a benefit to the health, safety and welfare of the community in general.
- The design of this new hotel eliminates the need for surface parking and thereby creates an attractive pedestrian-friendly, walkable environment. Many of the neighboring businesses have surface parking. There is surface parking behind Lutz Capital, Frank's Shoe Service and Roche Bobois in the block south across Brown Street. In addition, the office building at 255 E. Brown, directly behind the hotel site, has surface parking. Because this new hotel discretely provides parking below ground, it allows all who visit our City to enjoy this handsome, sophisticated design and architecture.

Mr. Paul O'Meara, City Engineer July 6, 2017 Page 3



We respectfully request the Advisory Parking Committee's approval to assign five parking spaces from the front streetscape of the hotel, beginning at the start of construction on or about March 2018, for the hotel's valet operations, together with four other spaces needed for the S. Old Woodward reconstruction curb bump-out and for the ingress and egress to the new 56-car, below-ground parking structure.

Please contact the undersigned should you have any further questions or comments.

Very truly yours,

WILLIAMS, WILLIAMS, RATTNER & PLUNKETT, P.C.

Rick Routher by yom

Richard D. Rattner

RDR/cmc






BOOTH HANSEN

FINAL SITE PLAN

06-12-2017





		Konsk & Fraus Engineers Land Planners Land
		PROJECT Old Woodward Ave. Reconstruction Project Contract # 2-17(P)
REMOVAL N <i>REMOVE</i> <i>EX. PAVEMENT FULL-DEF</i> <i>EXCAVATE, AND INSTALL</i>	OTES & LEGEND PTH, INCLUDING CONC. CURB & GUTTER, PR. PAVEMENT SECTIONS AS INDICATED (TYP.)	
2 REMOVE EX. SIDEWALK (INCLUDING BASE AREAS) FULL-DEP SECTIONS AS INDICATED	G EX. BRICK PAVER WITH REINFORCED CONC. TH, EXCAVATE & INSTALL PR. SIDEWALK (TYP.)	CLIENT
3 REMOVE & REPLACE REMOVE EX. CURB & GUTTL	ER AND INSTALL PR. 18" WD. CURB AND GUTTER PER	
		Engineering Department 151 Martin Street
PAVING NO	PR. BUFF WASH CONC. SIDEWALK	Birmingham, MI 48012
2)	PR. PEDESTRIAN CLAY PAVERS W/ CONCRETE BASE (4" TYPICAL, 6" OR 8" AS FOR THICKENED AREAS -	
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	(LIGHT BROOM FINISH) PR. CONC. PAVT. W/ INTEGRAL CURB (9" THICK ON MAPLE 8" THICK ON OLD	SHEET Paving Plan - Alternate A1
	WOODWARD, 7" THICK IN PARKING AREAS)	N./S. Old Woodward Ave
	PR. 24" WD. MILLED BUTT JOINT	Sta. 8+00 to P.O.E.
	PR. EXPOSED AGG. CONC. SIDEWALK THICKEN PR. WALK OR PED. PAVER CONC. BASE (8" @ N.W. & S.E. CORNERS OF MAPLE/O.W.W., 8" AT WILLTS ALLEY APPROACH ON W. MAPLE, 6" ALL OTHER LOCATIONS)	EII.
	PR. ADA TRUNCATED DOMES - RADIAL	Know what's below
) ALL RIMS OF STRUC	TURES, SHUT-OFFS, HANDHOLES & BOXES	Call before you dig.
SHALL BE FLUSH TO	TO REMAIN & BE PROTECTED	REVISIONS 03-09-17 City Paview
	PROPOSED MAST ARM STANDARD POLE (TYP.)	03-20-17 For Bids
	PROPOSED MEDIAN ISLAND MOUNTABLE CURB & GUTTER, PER M.D.O.T. DETAIL D1, MOD.	
	PROVIDE PAVER BASE APRON FOR ALT. B.	
PROPOSED BUS STOP S	MAGI ARMO, JUNAL MEAUS IU BE KEPLACED. HELTER	
PROPOSED MEDIAN LAN	DSCAPE ISLAND	
CAUTION!!! ADJACENT THIS VICINITY. CONTRAC	BUILDING BASEMENT FOUNDATION LOCATED IN TOR SHALL EXERCISE CARE AND UTILIZE	
	PR. OVERHEAD LIGHT ON	DRAWN BY: C. Danielsen
۵	PR. LIGHT POLE	DESIGNED BY: P Tulikangas
ø	PR. PARKING METER	APPROVED BY:
E=====	PR. CONC. GUTTER PAN ~PR. FLOW LINE	B. Buchholz DATE:
	PR. INTEGRAL CURB PER M.D.O.T. DETAIL F2, MOD. PR. PLANTER CURB	02-21-17
	PR. 6'/8' GRANITE SEATWALL -PR. CHARGING STATION	SCALE: $1'' = 20'$

PR. GRANITE BOLLARD





SHEET NO. **C19**

NFE JOB NO.

J230

AD HOC PARKING DEVELOPMENT COMMITTEE WEDNESDAY, JULY 26, 2017 4:00 P.M. ROOM 205 151 MARTIN ST., BIRMINGHAM, MI

- A. Roll Call
- B. Introductions
- C. Approval of Minutes, Meeting of January 6, 2017
- D. Review of Bates St. RFQ Responses
- E. Project Process Overview & Timeline
- F. For Information Only: Miscellaneous Articles
- G. Meeting Open for Matters Not on the Agenda
- H. Adjournment

Notice: Due to building security, public entrance during non-business hours is through the Police Department, Pierce St. Entrance only. Individuals with disabilities requiring assistance to enter the building should request aid via intercom system at the parking lot entrance gate on Henrietta St.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un dia antes de la reunió para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

City of Birmingham Parking Structures-Combined Income Statement Fiscal Year Comparison

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Maintenance \$ 17.5878.6 \$ 6.266.6.3 1.44.39.4 \$ 6.815.14 \$ 3.167.40 \$ 6.190.39 \$ 6.238.66 \$ 0.44.46 \$ 6.41.63 \$ 1.403.03 \$ 8.208.02 \$ 4.436.77 \$ 3.466.01 \$ 3.466.01 \$ 1.521.86 \$ 3.083.77 \$ 4.363.97 \$ 4.367.97 \$ 4.363.97 \$ 1.571.98		Utilities	\$	2,499.98	\$ 793.	56 \$	1,087.74	\$	1,322.64	\$	2,280.91	\$	1,943.72	\$	1,787.05	\$	1,810.20	\$	1,815.95	\$	1,301.61	\$	525.30	\$	940.32	\$	18,108.98
Packing TageTrickets \$ 2.223.2 \$ 4.42.0 \$ 3.167.13 \$ 1.521.98 \$ 2.650.00 \$ 7.490.66 \$ \$ 4.44.97 \$ 3.469.94 \$ 657.25 \$ 1.601.95 Orline Supplies \$ 577.20 \$ 682.43 \$ 306.77 \$ 673.31 \$ 324.91 \$ 822.22 \$ 1046.3 \$ 498.56 \$ 983.77 \$ 633.97 \$ 1.097.08 \$ 6.096.68 \$ 331.81 \$ 514.69 \$ 498.56 \$ 983.77 \$ 633.97 \$ 1.097.08 \$ 6.096.68 \$ 331.81 \$ 514.69 \$ 498.56 \$ 983.77 \$ 7.07.08 \$ 633.97 \$ 1.097.08 \$ 6.096.68 \$ 331.81 \$ 514.69 \$ 498.57 \$ 7.025.6 \$ 7.025.6 \$ 7.025.6 \$ 7.025.6		Maintenance	\$	17,587.85	\$ 6,266.6	33 \$	14,443.94	\$	5,815.14	\$	3,167.40	\$	6,190.39	\$	6,328.66	\$	3,084.48	\$	6,641.63	\$	11,903.93	\$	8,230.82	\$	4,004.14	\$	93,665.01
Profesonal Services \$ 3,988.97 \$ 4,102.72 \$ 3,988.97 \$ 4,963.97 <td></td> <td>Parking Tags/Tickets</td> <td>\$</td> <td>2,223.23</td> <td></td> <td>\$</td> <td>44.20</td> <td>\$</td> <td>3,187.13</td> <td></td> <td></td> <td>\$</td> <td>1,521.98</td> <td>\$</td> <td>2,650.00</td> <td>\$</td> <td>7,490.66</td> <td></td> <td></td> <td>\$</td> <td>434.97</td> <td>\$</td> <td>3,469.94</td> <td>\$</td> <td>587.35</td> <td>\$</td> <td>21,609.46</td>		Parking Tags/Tickets	\$	2,223.23		\$	44.20	\$	3,187.13			\$	1,521.98	\$	2,650.00	\$	7,490.66			\$	434.97	\$	3,469.94	\$	587.35	\$	21,609.46
Office Supplies \$ 577.20 \$ 692.43 \$ 367.07 \$ 70.55 \$ 673.31 \$ 324.91 \$ 822.2 \$ 104.83 \$ 993.75 \$ 633.97 \$ 1,097.08 \$ 6,096.68 Cord Refund \$ 542.83 \$ 527.25 \$ 442.13 \$ 517.67 \$ 515.04 \$ 167.77 \$ 541.66 \$ 333.81 \$ 486.64 \$ 562.23 \$ 707.10 \$ 5,876.82 \$ Pass Cards \$ 9.756 \$ 300.00 \$ 7,774.68 \$ 7,772.99 \$ 8,893.87 \$ 7,725.65 \$ 7,062.02 \$ 8,160.94 \$ 8,076.00 \$ 8,489.70 \$ 9,875.00 \$ 8,893.87 \$ 7,725.65 \$ 7,062.02 \$ 8,489.37 \$ 19,226.02 \$ 19,073.03 \$ 2,21,87 \$ 6,557.20		Proffesional Services	\$	3,988.97	\$ 4,162.3	36 \$	3,988.97	\$	4,021.72	\$	3,988.97	\$	4,044.97	\$	4,363.97	\$	4,383.72	\$	4,363.97	s	4,363.97	\$	4,567.57	\$	4,363.97	\$	50,603.13
Card Refund Operating Cost - Vehicles \$ 542.83 \$ 527.25 \$ 462.13 \$ 517.67 \$ 515.04 \$ 167.77 \$ 541.66 \$ 331.81 \$ 514.69 \$ 486.64 \$ 562.23 \$ 707.10 \$ 5,876.82 Pass Cards \$ 97.56 \$ 300.00 \$ 5870.85 \$ 61.46 \$ 129.48 \$ 29.35 \$ 51.00 \$ 767.85 Bank Service Charges \$ 311.98 \$ 415.19 \$ 167.77 \$ 541.60 \$ 338.15 \$ 7172.95 \$ 8,893.87 \$ 7729.56 \$ 100.05 \$ 8,445.20 \$ 8,993.87 \$ 7729.56 \$ 100.05 \$ 107.77 \$ 424.87 \$ 61.46 \$ 129.48 \$ 29.35 \$ 573.85 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 8 9190.55 9177.79 941.82 944.64 8 076.09 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 8 3.875.00 </td <td></td> <td>Office Supplies</td> <td>\$</td> <td>577.20</td> <td>\$ 692.4</td> <td>13 \$</td> <td>367.07</td> <td>\$</td> <td>70.55</td> <td>\$</td> <td>673.31</td> <td>s</td> <td>324.91</td> <td>\$</td> <td>82.22</td> <td>\$</td> <td>104.63</td> <td>\$</td> <td>489.56</td> <td>s</td> <td>983.75</td> <td>\$</td> <td>633.97</td> <td>\$</td> <td>1.097.08</td> <td>s</td> <td>6.096.68</td>		Office Supplies	\$	577.20	\$ 692.4	13 \$	367.07	\$	70.55	\$	673.31	s	324.91	\$	82.22	\$	104.63	\$	489.56	s	983.75	\$	633.97	\$	1.097.08	s	6.096.68
Operating Cost - Vehicles Pass Cards \$ 542.83 \$ 527.25 \$ 462.13 \$ 517.67 \$ 516.04 \$ 167.77 \$ 541.66 \$ 311.81 \$ 516.64 \$ 516.64 \$ 516.64 \$ 516.64 \$ 129.46 \$ 620.35 \$ 150.00 \$ 576.85 777.10 \$ 516.64 \$ 129.46 \$ 29.35 \$ 97.66.95 \$ 767.85 777.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.772.86 \$ 7.872.87 \$ 9.8645.20 \$ 8.99.90.55 \$ 9.87.90 \$ 3.875.00 \$ 3.875.00 \$ 3.875.		Card Refund																								ŝ	-
Pass Cards S 97,56 \$ 300,00 \$ 57,72,85 \$ 129,43 \$ 229,35 \$ 150,00 \$ 767,85 \$ 97,56 \$ 97,56 \$ 97,56 \$ 97,56 \$ 97,56 \$ 97,76 \$ 97,78 \$ 91,90,78 \$ 97,78 \$ 91,90,78 \$ 97,77 \$ 91,90,73,63		Operating Cost - Vehicles	\$	542.83	\$ 527.3	25 \$	462.13	\$	517.67	s	515.04	s	167.77	\$	541.66	\$	331.81	\$	514.69	s	486.64	\$	562.23	\$	707.10	s	5.876.82
Employee Appreciation \$ 97.56 \$ 300.00 \$ 45.60.16 \$ 6,307.49 \$ 5,87.85 \$ 7,74.68 \$ 7,74.68 \$ 7,79.29 \$ 8,493.87 \$ 7,729.56 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 3,875.00 \$ 141,88.48 \$ 121,146.89 \$ 130,041.42		Pass Cards	-		• •=••			-								+		-		-		+		*		ŝ	
Credit Card Fees \$ 4,560.16 \$ 6,007.49 \$ 5,870.85 \$ 7,774.68 \$ 7,774.68 \$ 7,774.68 \$ 7,729.56 \$ 7,026.62 \$ 8,610.94 \$ 8,076.09 \$ 8,645.20 \$ 89,190.55 Bank Service Charges \$ 311.98 \$ 415.19 \$ 1,627.34 \$ 400.67 \$ 449.09 \$ 7,729.56 \$ 7,026.62 \$ 8,610.94 \$ 8,076.09 \$ 8,645.20 \$ 89,190.55 Miscellaneous Expense \$ 311.59 \$ 212.73 \$ 304.75.00 \$ 3,875.00		Employee Appreciation	\$	97.56	\$ 300.0	00										\$	61.46	\$	129.48	s	29.35			\$	150.00	ŝ	767.85
Brain Service Charges \$ 3,075.00 \$ 3,075.00 \$ 1,027.34 \$ 400.68 \$ 400.68 \$ 400.67 \$ 449.90 \$ 1,72.04 \$ 449.20 \$ 449.77 \$ 421.67 \$ 421.67 \$ 421.67 \$ 421.67 \$ 6,77.00 \$ 3,875.00 <t< td=""><td></td><td>Credit Card Fees</td><td>ŝ</td><td>4 560 16</td><td>\$ 6.307</td><td>19 \$</td><td>5 870 85</td><td>\$</td><td>8 629 80</td><td>s</td><td>7 774 68</td><td>s</td><td>7 479 29</td><td>\$</td><td>8 893 87</td><td>ŝ</td><td>7 729 56</td><td>ŝ</td><td>7 062 62</td><td>ŝ</td><td>8 160 94</td><td>\$</td><td>8 076 09</td><td>ŝ</td><td>8 645 20</td><td>ŝ</td><td>89 190 55</td></t<>		Credit Card Fees	ŝ	4 560 16	\$ 6.307	19 \$	5 870 85	\$	8 629 80	s	7 774 68	s	7 479 29	\$	8 893 87	ŝ	7 729 56	ŝ	7 062 62	ŝ	8 160 94	\$	8 076 09	ŝ	8 645 20	ŝ	89 190 55
Data Service Undges 3 31:30 3 41:1:30 3 41:0:1:3 41:0:0:3 3:0:0:0		Bank Sanica Charges	é	211.09	\$ 415	10 ¢	1 627 24	é	400.69	ě	405 72	ě	400.67	¢	440.00	é	712.04	é	472.22	è	401.92	¢	446 77	¢	421.97	ě	6 557 20
Management Fee Charge S 3.875.00 S		Miscellaneous Expense	¢	175.89	\$ 225	76 \$	160.13	¢	157 31	é	967.02	ę	278.43	¢	234.23	ę	289.07	ę	252.83	¢	510 38	¢	200.42	ç	227 32	ç	3 777 79
Image leftent Fee Charge 3 3,013,00 3 3,013,00 3 3,013,00 3 5,013,00 3		Management Eee Charge	ę	2 975 00	¢ 2075/	n ¢	2 975 00	é	2 975 00	é	2 975 00	¢	2 975 00	¢	2 975 00	ę	2 975 00	é	2 975 00	é	2 975 00	¢	2 975 00	¢	2 975 00	ę	46 500 00
Total Expenses \$ 159,029.48 \$ 117,236.43 \$ 128,471.07 \$ 114,563.55 \$ 115,510.80 \$ 141,388.48 \$ 121,146.89 \$ 130,041.42 \$ 121,956.03 \$ 123,295.02 \$ 130,733.86 \$ 121,862.17 \$ 1,525,235.20 Profit \$ 122,980.70 \$ 171,987.38 \$ 168,088.06 \$ 195,242.02 \$ 207,050.15 \$ 203,755.12 \$ 147,889.73 \$ 302,880.01 \$ 212,547.79 \$ 199,073.63 \$ 245,537.26 \$ 2,364,279.76 Fiscal 16-17 Revenues Month Ended Month En		Management i ee Gharge	Ŷ	3,073.00	φ 3,073.0	φ 00	3,873.00	φ	3,075.00	Ģ	3,075.00	φ	3,873.00	φ	3,075.00	φ	3,075.00	φ	3,075.00	φ	3,675.00	φ	3,675.00	φ	3,075.00	ę	40,000.00
Mont Expenses Intervenues Intervenues <td></td> <td>Total Exponence</td> <td>- e</td> <td>150 020 49</td> <td>¢ 117.226</td> <td>12 0</td> <td>129 471 07</td> <td>e</td> <td>114 562 55</td> <td>¢</td> <td>115 510 90</td> <td>e</td> <td>141 200 40</td> <td>¢</td> <td>121 146 90</td> <td>¢</td> <td>120 041 42</td> <td>e</td> <td>121 056 02</td> <td>¢</td> <td>122 205 02</td> <td>¢</td> <td>120 722 96</td> <td>¢</td> <td>121 962 17</td> <td>e</td> <td>1 525 225 20</td>		Total Exponence	- e	150 020 49	¢ 117.226	12 0	129 471 07	e	114 562 55	¢	115 510 90	e	141 200 40	¢	121 146 90	¢	120 041 42	e	121 056 02	¢	122 205 02	¢	120 722 96	¢	121 962 17	e	1 525 225 20
Profit \$ 122,980.70 \$ 171,987.38 \$ 168,088.06 \$ 195,242.02 \$ 207,050.15 \$ 203,755.12 \$ 147,889.73 \$ 302,880.01 \$ 212,547.79 \$ 199,073.63 \$ 245,537.26 \$ 2,364,279.76 Fiscal 16-17 Month Ended Month Ended <td></td> <td>Total Expenses</td> <td>Ŷ</td> <td>135,025.40</td> <td>φ 117,230.</td> <td>+J 4</td> <td>5 120,471.07</td> <td>Ş</td> <td>114,303.33</td> <td>Ş</td> <td>113,310.00</td> <td>Ş</td> <td>141,300.40</td> <td>φ</td> <td>121,140.05</td> <td>φ</td> <td>130,041.42</td> <td>Ģ</td> <td>121,930.03</td> <td>φ</td> <td>123,293.02</td> <td>φ</td> <td>130,733.00</td> <td>\$</td> <td>121,002.17</td> <td>÷.</td> <td>1,323,233.20</td>		Total Expenses	Ŷ	135,025.40	φ 117,230.	+J 4	5 120,471.07	Ş	114,303.33	Ş	113,310.00	Ş	141,300.40	φ	121,140.05	φ	130,041.42	Ģ	121,930.03	φ	123,293.02	φ	130,733.00	\$	121,002.17	÷.	1,323,233.20
Profit 122,980.70 171,987.38 168,088.06 195,242.02 207,050.15 203,755.12 187,247.91 147,889.73 302,880.01 212,547.79 199,073.63 245,537.26 \$2,364,279.76 Fiscal 16-17 Revenues Month Ended																											
Fiscal 16-17 Month Ended		Drofit	~	100 080 70	¢ 171.007		160.000.00	¢	105 242 02	~	207 050 15	¢	202 755 42	¢	107 047 04	¢	1 47 000 72	~	202 880 01	¢	212 547 70	~	100 072 62	¢	245 527 26	¢	2 264 270 76
Fiscal 16-17 Month Ended		PIOII	à	122,960.70	\$ 171,907.	90 Q	100,000.00	φ	195,242.02	ð	207,050.15	φ	203,755.12	φ	107,247.91	φ	147,009.73	ą	302,000.01	φ	212,347.79	<u>ф</u>	199,073.03	<u>ф</u>	245,557.20	- Þ	2,304,279.70
Fiscal 16-17 Month Ended																						_		_		_	
Fiscal 16-17 Month Ended	51																					_		_		_	
Month Ended	FISCAI 16-17																										
Revenues 31-Jul-16 31-Jul-16 31-Jul-16 31-Osep-16 31-Jul-16 31-Jul-26 30-Sep-16 31-Jul-26 31-Jul-26 31-Jul-17 31-Jul-17 30-Apr-17 31-Mar-17 30-Apr-17			Mo	onth Ended	Month Ended	N	fonth Ended	Mo	onth Ended	Мо	onth Ended	Mo	onth ending	Mo	onth Ended	Mo	onth Ended	M	onth Ended	Mo	onth Ending	Mor	nth Ended	Mon	th Ended		Total
Revenues - Monthly parking \$ 198,382.46 \$ 226,351.54 \$ 145,993.50 \$ 194,622.50 \$ 169,773.40 \$ 187,955.00 \$ 222,413.50 \$ 196,773.00 \$ 229,910.00 \$ 227,135.75 \$ 2,456,847.25 Revenues - Cash Parking \$ 177,812.5 \$ 204,727.80 \$ 226,807.45 \$ 199,237.30 \$ 187,955.00 \$ 122,214,50.5 \$ 196,773.00 \$ 229,910.00 \$ 227,135.75 \$ 2,456,847.25 Revenues - Cash Parking \$ 177,812.5 \$ 204,727.80 \$ 226,50.01 \$ 90,00 \$ 147,950.00 \$ 147,950.75 \$ 240,333.70 \$ 162,774.76 \$ 229,213.57 \$ 2,543,776 \$ 196,773.07 \$ 229,010.01 \$ 229,113.57 \$ 2,454,972.37 \$ 2,543,776 \$ 196,773.07 \$ 126,274.76 \$ 277,973.75 \$ 2,454,972.37 \$ 2,543,776 \$ 165,076 \$ 240,333.70 \$ 162,774 \$ 229,010.07 \$ 2,543,776 \$ 165,076 \$ 240,333.70 \$ 126,274.76 \$ 277,973.75 \$ 2,549,776 \$ 2,549,776 \$ 2,549,776 \$ 2,549,776 \$ 2,549,776 \$ 2,549,776 \$ 2,549,776 \$ 2,560,47 \$ 306,085,876 \$ 311,480 \$ 308,028,95 \$ 435,945,55 \$ 435,945,55 \$ 343,946,776 \$ 398,985,24 \$ 423,114,80 \$ 389,028,95 \$	REVENUES:			31-Jul-16	31-Aug-16		30-Sep-16		31-Oct-16	:	30-Nov-16		31-Dec-16		31-Jan-17		28-Feb-17		31-Mar-17		30-Apr-17	;	31-May-17	3/	0-Jun-17		Fiscal 16-17
Revenues - Cash Parking \$ 177,881.25 \$ 202,861.74 \$ 208,977.45 \$ 192,357.30 \$ 207,440.55 \$ 248,428.95 \$ 158,569.75 \$ 240,333.70 \$ 162,547.76 \$ 275,931.35 \$ 244,373.79 \$ 2,54,377.93 Revenues - Cash Parking \$ 1,565.00 \$ 30,00 \$ 525.00 \$ 862.50 \$ 990.00 \$ 646.50 \$ 172.50 \$ 165.00 \$ 240,333.70 \$ 162,547.76 \$ 275,931.35 \$ 244,373.79 \$ 2,543,779.39 \$ 6,575.00 Revenue - Lot #6 \$ 1,700.0 \$ 16,010.40 \$ 207,150.05 \$ 122,50.5 \$ 315.00 \$ 162,867.76 \$ 162,867.76 \$ 275,931.35 \$ 244,373.79 \$ 2,543,779.39 \$ 6,575.00 Revenue - Lot #6 \$ 1,700.05 \$ 1,250.05 \$ 5,315.00 \$ 220,001 \$ 16,850.05 \$ 18,850.75 \$ 19,953.00 \$ 19,953.00 \$ 24,020.00 \$ 146,048.40 Total Income \$ 37,998.71 \$ 448,967.74 \$ 395,952.47 \$ 403,514.80 \$ 398,924.95 \$ 343,947.55 \$ 363,487.75 \$ 491,682.20 \$ 36,065.76 \$ 515,866.35 \$ 51,024.54 \$ 5,58,250.40		Revenues - Monthly parking	\$	198,382.46	\$ 226,351.	54 \$	145,993.50	\$	194,622.50	\$	224,452.50	\$	169,703.40	\$	187,124.10	\$	187,955.00	\$	222,443.50	\$	196,773.00	\$	229,910.00	\$ 3	272,135.75	\$	2,455,847.25
Revenues - Card Fees \$ 1,565.00 \$ 330.00 \$ 525.00 \$ 662.50 \$ 990.00 \$ 647.50 \$ 172.50 \$ 150.00 \$ 240.00 \$ 495.00 \$ 495.00 \$ 6,575.00 Revenues - Lot #6 \$ 170.00 \$ 18,014.00 \$ 20,715.00 \$ 1,255.00 \$ 12,200 \$ 20,240.00 \$ 28,755.00 \$ 10,900.00 \$ 495.00 <td></td> <td>Revenues - Cash Parking</td> <td>\$</td> <td>177,881.25</td> <td>\$ 204,275.</td> <td>30 \$</td> <td>228,661.74</td> <td>\$</td> <td>208,977.45</td> <td>\$</td> <td>192,357.30</td> <td>\$</td> <td>207,440.55</td> <td>\$</td> <td>248,428.95</td> <td>\$</td> <td>158,569.75</td> <td>\$</td> <td>240,333.70</td> <td>\$</td> <td>162,547.76</td> <td>\$</td> <td>275,931.35</td> <td>\$:</td> <td>244,373.79</td> <td>\$</td> <td>2,549,779.39</td>		Revenues - Cash Parking	\$	177,881.25	\$ 204,275.	30 \$	228,661.74	\$	208,977.45	\$	192,357.30	\$	207,440.55	\$	248,428.95	\$	158,569.75	\$	240,333.70	\$	162,547.76	\$	275,931.35	\$:	244,373.79	\$	2,549,779.39
Revenue - Lot #6 \$ 170.00 \$ 18,010.40 \$ 20,715.00 \$ 1,125.00 \$ 5,315.00 \$ 20,240.00 \$ 220.00 \$ 16,858.00 \$ 28,755.00 \$ 1,090.00 \$ 9,530.00 \$ 24,020.00 \$ 146,048.40 Total Income \$ 377,998.71 \$ 448,967.74 \$ 395,895.24 \$ 405,587.45 \$ 398,028.95 \$ 435,945.55 \$ 363,487.75 \$ 491,682.20 \$ 360,650.76 \$ 515,866.35 \$ 541,024.54 \$ 5,518,250.04		Revenues - Card Fees	\$	1,565.00	\$ 330.0	00 \$	525.00	\$	862.50	\$	990.00	\$	645.00	\$	172.50	\$	105.00	\$	150.00	\$	240.00	\$	495.00	\$	495.00	\$	6,575.00
Total Income \$ 377,998.71 \$ 448,967.74 \$ 395,895.24 \$ 405,587.45 \$ 423,114.80 \$ 398,028.95 \$ 435,945.55 \$ 363,487.75 \$ 491,682.20 \$ 360,650.76 \$ 515,866.35 \$ 541,024.54 \$ 5,158,250.04		Revenue - Lot #6	\$	170.00	\$ 18,010.4	10 \$	20,715.00	\$	1,125.00	\$	5,315.00	\$	20,240.00	\$	220.00	\$	16,858.00	\$	28,755.00	\$	1,090.00	\$	9,530.00	\$	24,020.00	\$	146,048.40
		Total Income	\$	377,998.71	\$ 448,967.	74 \$	395,895.24	\$	405,587.45	\$	423,114.80	\$	398,028.95	\$	435,945.55	\$	363,487.75	\$	491,682.20	\$	360,650.76	\$	515,866.35	\$	541,024.54	\$	5,158,250.04

EXPENSES:																
	Salaries and Wages	\$ 84,022.83	\$	64,884.25	\$ 65,822.07	\$ 61,450.93	\$ 61,852.05	\$ 84,729.21	\$ 70,430.42	\$ 60,335.92	\$	61,711.30	\$ 60,476.07	\$ 69,760.19	\$ 90,517.31	\$ 835,992.55
	Payroll Taxes	\$ 8,234.74	\$	6,404.86	\$ 6,366.59	\$ 5,927.85	\$ 5,900.79	\$ 7,986.63	\$ 8,933.68	\$ 7,649.43	\$	7,406.20	\$ 6,386.29	\$ 7,348.42	\$ 8,714.15	\$ 87,259.63
	Workmens Comp Insurance	\$ 3,333.51	\$	2,575.61	\$ 2,612.62	\$ 2,439.49	\$ 2,455.44	\$ 3,364.97	\$ 2,988.53	\$ 2,560.52	\$	2,651.79	\$ 2,566.46	\$ 2,853.15	\$ 3,838.44	\$ 34,240.53
	Group Insurance	\$ 19,801.89	\$	22,823.82	\$ 19,802.86	\$ 22,816.46	\$ 19,804.03	\$ 19,021.57	\$ 20,511.19	\$ 19,958.45	\$	24,378.32	\$ 21,489.81	\$ 24,428.95	\$ 21,211.96	\$ 256,049.31
	Uniforms	\$ 188.06	\$	604.45			\$ 1,214.42	\$ 289.75	\$ 36.00	\$ 72.86	\$	159.62	\$ 341.75			\$ 2,906.91
	Insurance	\$ 9,136.81	\$	9,136.81	\$ 9,136.81	\$ 9,849.61	\$ 9,136.81	\$ 9,197.81	\$ 9,662.92	\$ 11,603.07 \$	\$	10,394.35	\$ 14,004.87	\$ 9,653.72	\$ 10,356.87	\$ 121,270.46
	Utilities	\$ 812.26	\$	550.10	\$ 1,050.44	\$ 715.00	\$ 1,151.58	\$ 840.82	\$ 880.30	\$ 812.60	\$	1,165.54	\$ 2,890.37	\$ 1,232.34	\$ 1,105.90	\$ 13,207.25
	Maintenance	\$ 10,861.72	\$	6,615.13	\$ 4,532.06	\$ 6,781.73	\$ 15,239.62	\$ 5,482.24	\$ 2,382.99	\$ 8,289.16	\$	1,960.05	\$ 15,638.01	\$ 5,140.02	\$ 5,663.58	\$ 88,586.31
	Parking Tags/Tickets	\$ 5,219.33			\$ 632.81		\$ 632.81	\$ 1,311.14		\$ 633.39	\$	2,635.60	\$ 2,013.40	\$ 1,832.33		\$ 14,910.81
	Proffesional Services	\$ 4,363.97	\$	4,444.97	\$ 4,425.22	\$ 4,363.97	\$ 4,363.97	\$ 4,383.07	\$ 4,363.97	\$ 4,363.97 \$	\$	4,839.17	\$ 4,363.97	\$ 4,363.97	\$ 4,601.62	\$ 53,241.84
	Office Supplies	\$ 722.75	\$	462.54	\$ 627.58	\$ 224.21	\$ 446.36	\$ 286.43	\$ 379.58	\$ 409.01 \$	\$	453.76	\$ 133.84	\$ 212.85	\$ 168.72	\$ 4,527.63
	Card Refund															\$
	Operating Cost - Vehicles	\$ 660.74	\$	581.45	\$ 654.09	\$ 634.65	\$ 640.06	\$ 289.66	\$ 603.61	\$ 589.81	\$	547.39	\$ 589.72	\$ 577.08	\$ 584.63	\$ 6,952.89
	Pass Cards															\$ -
	Employee Appreciation	\$ 159.78	\$	427.60	\$ 177.65	\$ 25.00	\$ 37.99	\$ 58.33	\$ 509.55	\$ 33.36				\$ 192.69	\$ 148.50	\$ 1,770.45
	Credit Card Fees	\$ 8,919.15	\$	8,521.66	\$ 8,411.58	\$ 7,491.41	\$ 8,130.40	\$ 7,466.34	\$ 9,770.63	\$ 8,264.89	\$	7,746.79	\$ 9,106.41	\$ 8,172.27	\$ 10,603.96	\$ 102,605.49
	Bank Service Charges	\$ 411.74	\$	382.17	\$ 469.39	\$ 411.11	\$ 400.98	\$ 389.34	\$ 429.30	\$ 369.91	\$	261.76	\$ 240.10	\$ 232.54	\$ 157.52	\$ 4,155.86
	Miscellaneous Expense	\$ 246.65	\$	287.92	\$ 232.43	\$ 229.03	\$ 467.43	\$ 319.92	\$ 1,236.04	\$ 302.15	\$	673.74	\$ 198.11	\$ 384.30	\$ 251.71	\$ 4,829.43
	Management Fee Charge	\$ 3,875.00	\$	3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 3,875.00	\$	3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 3,875.00	\$ 46,500.00
	Total Expenses	\$ 160,970.93	\$	132,578.34	\$ 128,829.20	\$ 127,235.45	\$ 135,749.74	\$ 149,292.23	\$ 136,993.71	\$ 130,123.50	\$ 1	30,860.38	\$ 144,314.18	\$ 140,259.82	\$ 161,799.87	\$ 1,679,007.35
			·													
	Profit	\$ 217,027.78	\$	316,389.40	\$ 267,066.04	\$ 278,352.00	\$ 287,365.06	\$ 248,736.72	\$ 298,951.84	\$ 233,364.25	\$ 3	360,821.82	\$ 216,336.58	\$ 375,606.53	\$ 379,224.67	\$ 3,479,242.69

Fiscal 15-16

CITY OF BIRMINGHAM - Combined

Income Statement

For Periods Indicated

			Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES:			June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
Rev	venues - Monthly parking		272,135.75	2,455,847.25	191,094.00	2,247,355.00
Rev	venues - Cash Parking		244,373.79	2,549,779.39	147,232.93	1,486,276.96
Rev	venues - Card Fees		495.00	6,575.00	2,040.00	11,002.50
Rev	venue - Lot #6		24,020.00	146,048.40	27,032.50	144,880.50
	TOTAL	INCOME	541,024.54	5,158,250.04	367,399.43	3,889,514.96
ENDENGEG						
EXPENSES:	· 1337		00 515 01	005 000 15	50.000 05	700 270 20
Sala	aries and Wages		90,517.31	835,992.45	59,260.95	708,368.30
Pay	roll Taxes		8,714.15	87,259.63	5,826.10	72,266.67
Wo	orkmens Comp Insurance		3,838.44	34,240.53	2,352.75	27,248.83
Gro	bup Insurance		21,211.96	256,049.31	19,800.87	264,401.70
Uni	iforms		10.07.07	2,906.91	574.34	4,961.38
Inst	urance		10,356.87	121,270.46	9,027.81	105,234.85
Util	lities		1,105.90	13,207.25	940.32	18,108.98
Ma	intenance		5,663.58	88,586.31	4,004.14	93,665.01
Par	king Tags/Tickets			14,910.81	587.35	21,609.46
Acc	counting Fee		4,601.62	53,241.84	4,363.97	50,603.13
Off	ice Supplies		168.72	4,527.63	1,097.08	6,096.68
Car	rd Refund					
Ope	erating Cost - Vehicles		584.63	6,952.89	707.10	5,876.82
Pas	s Cards					
Em	ployee Appreciation		148.50	1,770.45	150.00	767.85
Cre	edit Card Fees		10,603.96	102,605.50	8,645.20	89,190.55
Bar	nk Service Charges		157.52	4,155.86	421.87	6,557.20
Mis	scellaneous Expense		251.71	4,829.43	227.32	3,777.79
Ma	nagement Fee Charge		3,875.00	46,500.00	3,875.00	46,500.00
	TOTAL E	XPENSES	161,799.87	1,679,007.26	121,862.17	1,525,235.20
	OPERATI	NG PROFIT	379,224.67	3,479,242.78	245,537.26	2,364,279.76

CITY OF BIRMINGHAM PIERCE DECK

			Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES			June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
	Revenues - Monthly parking		41,116.75	414,747.25	30,802.00	368,136.00
	Revenues - Cash Parking		76,471.00	797,723.85	52,181.95	515,566.33
	Revenues - Card Fees		90.00	3,195.00	90.00	1,185.00
		TOTAL INCOME	117,677.75	1,215,666.10	83,073.95	884,887.33
EXPENSES:						
	Salaries and Wages		17.259.75	154,214,65	10.647.21	140.575.56
	Payroll Taxes		1,630.06	14,979.00	816.60	13,852.29
	Workmens Comp Insurance		731.96	6,034.68	354.15	5,324.61
	Group Insurance		4,677.26	54,559.63	4,110.96	60,144.60
	Uniforms		,	274.06		753.70
	Insurance		2,563.75	24,547.18	1,740.58	20,361.92
	Utilities		221.18	2,757.96	164.06	3,480.14
	Maintenance		166.93	19,734.67	834.74	19,627.19
	Parking Tags/Tickets			3,277.68		6,530.38
	Accounting Fee		865.37	10,384.44	865.37	9,934.44
	Office Supplies		33.74	905.53		936.63
	Card Refunds			-		-
	Operating Cost - Vehicles		116.93	1,365.93	141.42	1,180.74
	Pass Cards			-		-
	Employee Appreciation		29.70	270.24	30.00	147.70
	Credit Card Fees		3,318.25	32,712.50	3,064.01	30,841.64
	Bank service charges		30.70	1,285.12	128.08	1,397.64
	Miscellaneous Expenses		13.47	289.52	6.95	301.49
	Management Fee Charge		775.00	9,300.00	775.00	9,300.00
		TOTAL EXPENSES	32,434.05	336,892.80	23,679.13	324,690.67
		OPER ATING PROFIT	85 243 70	878 773 30	59 394 82	560 196 66
		OPERATING PROFIT	85,243.70	878,773.30	59,394.82	560,19

CITY OF BIRMINGHAM PEABODY DECK

			Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES:			June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
	Revenues - Monthly parking		24,545.00	308,932.00	30,147.50	275,101.00
	Revenues - Cash Parking		34,695.00	395,423.55	27,576.95	241,454.86
	Revenues - Card Fees		270.00	630.00	30.00	1,950.00
		TOTAL INCOME	59,510.00	704,985.55	57,754.45	518,505.86
EXPENSES:						
	Salaries and Wages		15.239.86	151.480.46	10,193,15	128,179,65
	Payroll Taxes		1,438.70	14,737.78	773.85	12,465.85
	Workmens Comp Insurance		646.43	5,910.84	336.16	4,651.69
	Group Insurance		4,677.24	54,895.51	4,110.96	54,817.50
	Uniforms			301.14		753.70
	Insurance		1,419.03	18,805.89	1,327.26	15,331.38
	Utilities		221.18	2,670.80	164.07	3,491.41
	Maintenance		346.70	13,215.11	1,015.59	18,932.64
	Parking Tags/Tickets			2,528.63		4,892.72
	Accounting Fee		775.19	9,414.88	775.19	8,852.28
	Office Supplies		33.74	905.53		936.57
	Card Refund			-		-
	Employee Appreciation		29.70	270.24	30.00	147.69
	Operating Cost - Vehicles		116.93	1,365.92	141.42	1,180.70
	Pass Cards			-		-
	Credit Card Fees		1505.50	15,695.45	1619.26	15,553.86
	Bank service charges		10.10	795.35	88.49	951.99
	Miscellaneous Expense		11.89	287.44	6.60	292.46
	Management Fee Charge		775.00	9,300.00	775.00	9,300.00
		TOTAL EXPENSES	27,247.19	302,580.98	21,357.00	280,732.09
		OPERATING PROFIT	32,262.81	402,404.57	36,397.45	237,773.77

CITY OF BIRMINGHAM PARK DECK

	Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES:	June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
Revenues - Monthly parking	57,275.00	574,409.50	52,330.00	558,130.00
Revenues - Cash Parking	56,487.00	601,685.60	32,015.10	367,702.25
Revenues - Card Fees	60.00	435.00		1,530.00
TOTAL IN	COME 113,822.00	1,176,530.10	84,345.10	927,362.25
EAPENDED: Salarias and Wagas	20 113 60	170 077 28	12 047 86	135 333 68
Payroll Taxes	1 901 48	179,077.28	1 007 19	13 317 25
Workmens Comp Insurance	852.80	7 050 46	409.63	5 086 85
Group Insurance	3 728 66	42 950 50	3 214 36	42 128 10
Uniforms	5,728.00	438 15	5,214.50	753 69
Insurance	2 125 49	24 697 36	1 987 62	23 538 35
Utilities	221.18	2 565 14	164.06	3 410 24
Maintenance	1.296.50	19.640.31	699.69	14,103,60
Parking Tags/Tickets	-,-,	3 575 19		2 964 91
Accounting Fee	993 93	10 688 01	881.28	10 217 75
Office Supplies	33.74	905.50	001120	936.56
Card Refund	00111	-		-
Operating Cost - Vehicles	116.93	1,365,91	141.42	1,180.71
Pass Cards		-		-
Employee Appreciation	29.70	261.90	30.00	147.71
Credit Card Fees	2,451.11	24,286.77	1,879.86	22,386.40
Bank service charges	57.24	949.34	95.93	1,094.30
Miscellaneous Expenses	15.69	317.31	8.05	298.15
Management Fee Charge	775.00	9,300.00	775.00	9,300.00
	24 712 14	245 970 50	22 241 05	296 199 25
TOTAL EXP	EINSES 54,/13.14	545,879.59	25,341.95	200,188.25
OPERATING	PROFIT 79,108.86	830,650.51	61,003.15	641,174.00

CITY OF BIRMINGHAM CHESTER DECK

			Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES	5:		June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
	Revenues - Monthly parking		75,732.00	579,363.00	43,707.50	541,281.00
	Revenues - Cash Parking		41,934.79	361,752.54	14,780.53	109,374.63
	Revenues - Card Fees		45.00	1,295.00	1,920.00	4,682.50
		TOTAL INCOME	117,711.79	942,410.54	60,408.03	655,338.13
EXPENSES						
	Salaries and Wages		15.675.48	159,984,81	11.609.62	160.713.10
	Payroll Taxes		1,482.77	19,625.26	1,863.40	18,555.84
	Workmens Comp Insurance		664.88	7,684.80	735.64	6,791.70
	Group Insurance		3,728.64	52,194.37	4,511.64	52,072.93
	Uniforms			1,643.50	574.34	1,946.60
	Insurance		2,286.60	29,150.60	2,137.00	24,754.80
	Utilities		221.18	2,542.61	284.07	4,230.93
	Maintenance		3,686.59	21,673.65	830.36	26,100.79
	Parking Tags/Tickets			1,666.71	587.35	4,254.58
	Accounting Fee		1,075.24	11,848.73	950.24	11,345.98
	Office Supplies		33.74	905.55	1,097.08	2,350.35
	Card Refund			-		-
	Operating Cost - Vehicles		116.93	1,489.20	141.42	1,153.98
	Pass Cards			-		-
	Employee Appreciation		29.70	697.84	30.00	177.05
	Credit Card Fees		1,819.65	13,876.22	867.88	6,548.83
	Bank Service Charges		49.38	173.94	13.58	827.18
	Misc Expense		12.23	1,805.50	14.47	422.76
	Management Fee Charge		775.00	9,300.00	775.00	9,300.00
		TOTAL EXPENSES	31,658.01	336,263.30	27,023.09	331,547.40
			96.052.79	606 147 24	22 294 04	222 700 72
		OI EKATING FROFTI	00,033.78	000,147.24	55,504.94	525,190.15

CITY OF BIRMINGHAM N. WOODWARD DECK

			Month Ended	12 Months Ending	Month Ended	12 Months Ending
REVENUES:			June 30, 2017	June 30, 2017	June 30, 2016	June 30, 2016
	Revenues - Monthly parking		73,467.00	578,395.50	34,107.00	504,707.00
	Revenues - Cash Parking		34,786.00	393,193.85	20,678.40	252,178.89
	Revenues - Card Fees		30.00	1,020.00		1,655.00
		TOTAL INCOME	108,283.00	972,609.35	54,785.40	758,540.89
EXPENSES:						
LIN LINDLD.	Salaries and Wages		22.228.53	191.235.24	14.763.11	143,576,31
	Payroll Taxes		2,261.14	20,107.14	1,365.06	14,075.44
	Workmens Comp Insurance		942.37	7,559.75	517.17	5,393.98
	Group Insurance		4,400.16	51,449.30	3,852.95	55,238.57
	Uniforms			250.06		753.69
	Insurance		1,962.00	24,069.43	1,835.35	21,248.40
	Utilities		221.18	2,670.74	164.06	3,496.26
	Maintenance		166.86	14,322.57	623.76	14,900.79
	Parking Tags/Tickets			3,500.42		2,966.87
	Accounting Fee		891.89	10,905.78	891.89	10,252.68
	Office Supplies		33.74	905.50		936.57
	Card Refund			-		-
	Operating Cost - Vehicles		116.93	1,365.91	141.42	1,180.69
	Pass Cards			-		-
	Employee Appreciation		29.70	270.23	30.00	147.70
	Credit Card Fees		1509.45	16,034.56	1214.19	13,859.82
	Bank Service Charges		10.10	952.11	95.79	2,286.09
	Miscellaneous Expense		17.34	318.76	10.16	304.59
	Management Fee Charge		775.00	9,300.00	775.00	9,300.00
		TOTAL EXPENSES	35,566.39	355,217.51	26,279.91	299,918.45
		OPED ATING DD OFIT	72 716 61	617 301 94	28 505 40	158 622 44
		OI EKATING I KUFII	72,710.01	017,391.84	28,303.49	438,022.44

270-6484

CITY OF BIRMINGHAM lot #6

Income Statement

For Periods Indicated

INCOME		Month Ended June 30, 2017	12 Months Ending June 30, 2017	Month Ended June 30, 2016	12 Months Ending June 30, 2016	
INCOME	Revenues - Monthly Parking Lot #6 & Southside		24,020.00	146,048.40	27,032.50	144,880.50
		TOTAL INCOME	24,020.00	146,048.40	27,032.50	144,880.50
EXPENSES	Liability Insurance Office Supplies (Hanging Tags Misc.) TOTAL EXPENSES	181.09 181.09	362.18 1,810.90 2,173.08	<u>181.09</u> 181.09	2,158.34
		NET PROFIT	23,838.91	143,875.32	26,851.41	142,722.16

Birmingham Parking System Transient & Free Parking Analysis Months of June 2016 & 2017

GARAGE	TOTAL CARS	FREE CARS	CASH REVENUE	%FREE
PEABODY	19,621	12,885	\$27,576.95	66%
PARK	20,821	12,395	\$32,015.10	60%
CHESTER	8,309	2,990	\$14,780.53	36%
WOODWARD	17,010	10,703	\$20,678.40	63%
PIERCE	36,827	21,382	\$52,181.95	58%

102,588

60,355 \$

147,232.93

59%

June 2016

luna	2017
June	2017

TOTALS

GARAGE	TOTAL CARS	FREE CARS	CASH REVENUE	% FREE
PEABODY	18,294	10,099	\$34,695.00	55%
PARK	21,262	9,231	\$56,487.00	43%
CHESTER	8,994	3,137	\$41,934.79	35%
WOODWARD	15,145	7,580	\$34,786.00	50%
PIERCE	34,072	16,797	\$76,471.00	49%
TOTALS	97,767	46,844	\$ 244,373.79	48%

BREAKDOWN:	TOTAL CARS	-5%
	FREE CARS	-22%
	CASH REVENUE	+66%

MONTHLY PARKING PERMIT REPORT

For the month of: June 2017 Date Compiled: July 17 2017

	Pierce	Park	Peabody	N.Old Wood	Chester	Lot #6/\$195	Lot #6/\$135	South Side	Lot B	35001 Woodward	Total
1. Total Spaces	706	811	437	745	880	174	79	8	40	40	3920
2. Daily Spaces	370	348	224	359	425	N/A	N/A	N/A	N/A	N/A	1726
3. Monthly Spaces	336	463	213	386	560	174	79	8	30	40	2289
4. Monthly Permits Authorized	550	750	400	800	1140	150	40	8	30	55	3923
5. Permits - end of previous month	550	796	400	896	1140	150	40	8	30	50	4060
6. Permits - end of month	550	761	400	878	1140	150	40	8	30	50	4007
7. Permits - available at end of month	0	-11	0	-72	0	0	0	0	1	5	-82
8. Permits issued in month includes permits effective 1st of month	5	0	15	0	7	0	0	0	0	0	27
9. Permits given up in month	5	2	15	4	7	0	0	0	0	0	33
10. Net Change	0	-2	0	-4	0	0	0	0	0	31	25
11. On List - end of month*	785	701	793	801	414	0	0	0	0	0	3494
12. Added to list in month	87	27	51	60	41	0	0	0	0	0	266
13. Withdrawn from list in month (w/o permit)	0	0	0	0	0	0	0	0	0	0	0
14. Average # of weeks on list for permits issued in month	170	130	216	126	90	6	0	5	0	0	N/A
15. Transient parker occupied	280	405	208	330	276	N/A	N/A	N/A	N/A	N/A	1499
16. Monthly parker occupied	330	401	211	376	602	N/A	N/A	N/A	N/A	N/A	1920
17. Total parker occupied	661	783	419	694	843	N/A	N/A	N/A	N/A	N/A	3419
18. Total spaces available at 1pm on Wednesday 6/21	96	5	18	39	2	N/A	N/A	N/A	N/A	N/A	160
 "All Day" parkers paying 5 hrs. or more A:Weekday average. B:Maximum day 	188 N/A*	169 N/A*	99 N/A*	123 N/A*	112 N/A*	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	691 0
20. Utilization by long	N/A*	N/A*	N/A*	N/A*	N/A*	N/A	N/A	N/A	N/A	N/A	#DIV/0!

(1) Lot #6 does not have gate control, therefore no transient count available
 (2) (Permits/Oversell Factor + Weekday Avg.) / Total Spaces
 * Average Maxium day not available currently in Skidata

Monthly Permits



Persons on Waiting List



Long Term Parkers



Parking Full Status by Structure

Jan-June 2017 Business Days Only (M-Friday)







Pierce Street Structure

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2 FULL @ 12:21p OPEN @ 1:50p	3
4	5	6 FULL @ 10:58a OPEN @ 11:27a	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
		Notes: Birmingham Village Fai	ir June 1-4			

Park Street Structure

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 FULL @1:38p OPEN @2:10p	2	3
4	5 FULL @12:03p OPEN @12:24p	6 FULL @10:35a OPEN @10:53a	7 FULL @10:43a OPEN @11:51a	8 FULL @11:53a OPEN @12:07p	9	10
11	12	13 FULL @1:00p OPEN @1:36p	14	15	16	17
18	19	20	21 Valet-8 cars	22	23	24
25	26	27 Valet-9 cars	28	29 Valet-16 cars	30	
		Notes: Birmingham Village Fa Painting Project Began	ir June 1-4 on Level 5, June 29			

Peabody Street Structure

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 FULL @ 1:30p OPEN @2:20p	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
		Notes: Birmingham Village Fai	r June 1-4			

Chester Street Structure

Garage full list

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
					FULL @ 12:17p	
					OPEN @ 12:29p	
4	5	6 7 8	8	9	10	
	FULL @ 1:38p	FULL @ 10:29a	FULL @ 10:13a			
	OPEN @ 1:50p	OPEN @ 11:49a	OPEN @ 12:04p			
11	12	13	14	15	16	17
10	10				-	
18	19	20	21	22	23	24
		FULL @ 10:29a	Valet-3 cars	Valet-2 cars		
		OPEN @ 11:49a				
25	26	27	28	29	30	
		Valet-3 cars	Valet-2 cars			
		N - +				
		Notes:				
		Birmingham Village Fa	air June 1-4			

N. Old Woodward Garage

Valet Counts

June 2017

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
				1 car	2 cars	
Δ	5	6	7	8	9	10
-	Valet closed	4 cars	14 cars	Garage not filled.	Valet closed	
				5		
11	12	13	14	15	16	17
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Garage not filled.	
18	19	20	21	22	23	24
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
25	26	27	28	29	30	
	Valet closed	Garage not filled.	Garage not filled.	Garage not filled.	Valet closed	
		Notes:				
		Birmingham Village Fai	June 1-4			