

BUDGET SUMMARY**PARKING OPERATIONS**

PARKING METER FUNDS	2014 BUDGETED (CURRENT)	2014 ESTIMATED	2015 BUDGET
REVENUE	\$2,044,792	\$2,076,552	\$1,991,430
EXPENDITURES	\$2,116,685	\$2,088,647	\$2,069,048
NET INCOME (LOSS)		(\$12,095)	(\$77,618)
BEGINNING WORKING CAPITAL		\$90,151	\$78,056
ENDING WORKING CAPITAL		\$78,056	\$438

MISSION

The mission of the City Parking Division is to support city-wide community and economic development activities to make Concord a vibrant place to live, work, recreate, and conduct business. This mission is implemented by providing and maintaining a mixture of safe, convenient, customer friendly parking facilities, as well as appropriately enforcing parking regulations.

PARKING OPERATIONS**PROGRAM HIGHLIGHTS**SERVICE INDICATORS

	Actual <u>2012</u>	Actual <u>2013</u>	Estimated <u>2014</u>	Projected <u>2015</u>
Enforcement Activities				
<u>Citations Issued/Other Actions</u>				
• Overtime Parking Meter	22,951	21,056	21,000	21,500
• Time Zone Violations	1,233	1,716	1,300	1,350
• Meter Feeding Violations	17	5	10	15
• Overnight Violations	0	0	0	0
• Winter Ban Violations	103	240	213	225
• Number of Vehicles Booted	35	52	45	50
Meter Repair Indicators				
• Reported Coin Did Not Register	170	165	150	160
• Reported Meters Jammed	407	383	315	350
• Actual Coin Related Problems	380	350	333	350
Parking Kiosk Indicators				
• Coin	477,475	410,510	385,000	385,000
• Credit Card Transactions	186,502	184,885	190,000	195,000
• Parking Meter Debit	29,363	25,620	21,500	30,000

2015 GOALS

1. Complete a comprehensive strategic plan for the City parking system. This effort shall include community and stakeholder input, inventory of current parking facilities and utilization study of each, calculation of current and future parking demands, facility needs assessment and capital improvement program for all City-owned parking facilities/infrastructure, an analysis of the City's current parking rate structures (including fines and penalties), and an implementation plan. Further, this effort shall also review the City's historic operational models for management and maintenance of facilities.
2. Provide and regularly update parking information on the Parking web page, Facebook page and in person to business and community members during the Downtown Complete Streets Project.
3. Facilitate the acceptance of credit/debit cards for payment of parking cards, fines, and penalties. Also, continue to study options for implementing an internet-based payment system for fines and penalties.

2014 GOALS STATUS

1. Develop asset manuals for each garage and surface parking location to include, but not limited to, spaces, signage, equipment, and maintenance.
9-Month Status: This goal will be achieved as part of the forthcoming capital improvement program component of the strategic plan for the parking system.

PROGRAM HIGHLIGHTS**PARKING OPERATIONS**

2. Develop, in conjunction with the Public Properties Superintendent, guidelines for facility preventative maintenance and budget accordingly in the CIP and Parking Fund operating budgets.
9-Month Status: On January 21, 2014, the City issued a Request for Qualifications and Experience (RFQ&E) for the purpose of engaging a qualified parking consultant to prepare a comprehensive strategic plan for the City parking system, including a needs assessment and capital improvement program for all parking facilities and infrastructure. Statements of qualifications were received from four firms on February 28, 2014. Interviews were conducted on April 4th. Staff anticipates seeking an appropriation from the City Council by the end of FY2014 in order to undertake the project.

3. Provide updated parking information on the Parking web page, Facebook page and in person to business and community members during the Downtown Complete Streets Project.
9-Month Status: The Complete Streets project did not commence in FY 2014. Therefore, this goal shall be carried over to FY 2015.

4. Increase the visibility of the City parking meter debit card program through cost effective social media advertising and promotion to the downtown community.
9-Month Status: The Parking Division successfully worked with the State of New Hampshire to facilitate the return of parking cards for State employees. The Division also continues to travel to downtown business establishments to recharge cards as requested. Through these efforts, revenues generated by parking card sales has increased by \$23,702+/- from FY 2013 through FY 2015 budget (or 46%).

5. Develop parking sign inventory and maintenance request tracking tools to better facilitate replacement of worn, damaged or missing signage.
9-Month Status: Improved coordination and collaboration between the Parking Division and the General Services Department remains an ongoing goal. The Parking Division works with the General Services Department to replace signs on an as needed basis. In addition, the two entities have improved coordination of striping of “no parking” spaces in the downtown central business district (to be implemented in late FY 2014 / early FY 2015). Further, the forthcoming Complete Streets Project (CIP #460), as well as the Route 3 Village Street Project (CIP #35), will result in the replacement of numerous parking signs in the downtown and Penacook Village central business districts.

PARKING OPERATIONS

BUDGET DETAIL

POLICE ENFORCEMENT AND COLLECT						
	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
REVENUE						
TRANS FROM CAP PROJ FUND-CCO	\$0	\$8,717	\$0	\$0	\$0	\$0
Total	\$0	\$8,717	\$0	\$0	\$0	\$0
APPROPRIATIONS						
REAL ESTATE TAX - LEASES	\$902	\$1,023	\$117	\$120	\$120	\$120
COMPENSATION	\$332,075	\$334,926	\$321,062	\$351,210	\$317,760	\$326,337
OUTSIDE SERVICES	\$90,877	\$132,722	\$126,747	\$123,050	\$127,390	\$125,880
SUPPLIES	\$13,563	\$19,411	\$28,549	\$34,200	\$37,100	\$33,700
VEHICLE MAINTENANCE	\$3,429	\$3,357	\$4,020	\$4,200	\$4,200	\$3,770
INSURANCES	\$8,610	\$9,884	\$8,908	\$10,280	\$9,540	\$9,452
CAPITAL OUTLAY	\$41,847	\$7,900	\$0	\$30,000	\$1,600	\$0
DEBT SERVICE	\$244,238	\$321,086	\$341,563	\$321,750	\$319,552	\$315,225
FRINGE BENEFITS	\$148,810	\$153,560	\$140,968	\$176,800	\$150,390	\$173,995
ADMIN OH PAYMENT TO GENERAL	\$66,150	\$66,150	\$96,150	\$96,150	\$96,150	\$96,150
Total	\$950,499	\$1,050,018	\$1,068,084	\$1,147,760	\$1,063,802	\$1,084,629

<u>POSITION TITLE</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Parking Manager	1.00	1.00	*0.00	0.00
Parking Supervisor	0.00	0.00	*1.00	1.00
Administrative Specialist I	1.00	1.00	1.00	1.00
Administrative Technician II	1.00	1.00	1.00	1.00
Parking Control Officers	4.60	4.60	4.60	**4.45
Parking Maintenance Technician	1.00	1.00	1.00	1.00
Total	8.60	8.60	8.60	8.45

* Parking Manager position eliminated and Parking Supervisor position added in FY 2014.

** Reduction of .15 FTE's in FY 2015.

BUDGET DETAIL**PARKING OPERATIONS**

PARKING OPERATIONS						
	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
REVENUE						
METERED PARKING PENALTIES	\$324,471	\$394,736	\$368,772	\$360,000	\$330,000	\$330,000
TRANSFER FROM RESERVE	\$0	\$0	\$0	\$130,000	\$130,000	\$130,000
METER COLLECTIONS	\$493,629	\$534,527	\$527,218	\$534,000	\$520,000	\$413,750
PARKING SPACE RENTAL	\$6,713	\$687	\$1,866	\$2,033	\$1,000	\$783
MISC REVENUE NOT ANTICIPATED	\$3,617	\$9,715	\$691	\$500	\$25,100	\$500
INTEREST ON INVESTMENTS	\$1,083	\$264	\$664	\$600	\$100	\$250
Total	\$829,513	\$939,928	\$899,211	\$1,027,133	\$1,006,200	\$875,283
APPROPRIATIONS						
TRANSFERS OUT	\$64,900	\$6,000	\$3,000	\$3,000	\$3,000	\$3,000
Total	\$64,900	\$6,000	\$3,000	\$3,000	\$3,000	\$3,000

PARKING OPERATIONS**BUDGET DETAIL**

GENERAL SERVICES						
APPROPRIATIONS	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
COMPENSATION	\$0	\$2,614	\$1,486	\$0	\$180	\$0
OUTSIDE SERVICES	\$70,300	\$70,300	\$70,300	\$75,300	\$75,300	\$81,200
INSURANCES	\$0	\$80	\$45	\$0	\$20	\$0
ADMIN TO POLICE/GEN SERVICES	\$5,560	\$5,540	\$5,730	\$5,730	\$5,730	\$9,480
OVERHEAD\FRINGE BENEFITS	\$0	\$535	\$479	\$0	\$20	\$0
Total	\$75,860	\$79,069	\$78,040	\$81,030	\$81,250	\$90,680

BUDGET DETAIL**PARKING OPERATIONS****PARKING OPERATIONS GARAGES**

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
REVENUE						
PARKING RENTAL/LEASE	\$361,335	\$347,583	\$470,340	\$475,815	\$519,098	\$521,903
CAPITAL RESERVE PAYMENT	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500
METER COLLECTIONS	\$115,682	\$119,097	\$121,365	\$126,600	\$121,300	\$121,000
GARAGE PARKING CARD SALES	\$104,148	\$63,804	\$51,526	\$65,000	\$71,710	\$75,000
METER COLLECTIONS	\$85,958	\$103,606	\$115,034	\$110,000	\$118,000	\$115,000
TRANS FROM SEARS BLOCK TIF	\$0	\$0	\$0	\$227,000	\$227,000	\$270,000
MISC REVENUE NOT ANTICIPATED	\$0	\$208,519	\$0	\$0	\$0	\$0
Total	\$677,623	\$853,109	\$768,765	\$1,014,915	\$1,067,608	\$1,113,403

POLICE ENFORCEMENT AND COLLECT

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
REVENUE						
TRANSFER FROM RESERVE - DURGIN	\$2,744	\$2,744	\$2,744	\$2,744	\$2,744	\$2,744
Total	\$2,744	\$2,744	\$2,744	\$2,744	\$2,744	\$2,744

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
APPROPRIATIONS						
REAL ESTATE TAXES - LEASES	\$53,469	\$51,907	\$68,180	\$77,140	\$144,897	\$79,652
OUTSIDE SERVICES	\$14,721	\$0	\$0	\$0	\$0	\$0
SUPPLIES	\$2,858	\$0	\$0	\$0	\$0	\$0
BOND COSTS	\$0	\$67,929	\$0	\$0	\$0	\$0
DEBT SERVICE	\$421,463	\$417,964	\$443,912	\$566,750	\$570,041	\$560,924
TRANSFER TO RESERVE - DURGIN	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500	\$10,500
Total	\$503,010	\$548,299	\$522,592	\$654,390	\$725,438	\$651,076

GENERAL SERVICES

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
APPROPRIATIONS						
COMPENSATION	\$27,551	\$36,265	\$40,660	\$48,007	\$45,260	\$56,687
OUTSIDE SERVICES	\$52,465	\$41,875	\$48,150	\$79,495	\$74,295	\$75,745
SUPPLIES	\$3,576	\$1,376	\$9,653	\$6,280	\$5,830	\$6,520
UTILITIES	\$67,337	\$61,923	\$48,460	\$53,710	\$49,702	\$58,401
INSURANCES	\$17,515	\$18,861	\$18,966	\$18,394	\$18,400	\$18,711
OVERHEAD\FRINGE BENEFITS	\$20,221	\$24,972	\$29,158	\$24,619	\$21,670	\$23,599
Total	\$188,665	\$185,272	\$195,047	\$230,505	\$215,157	\$239,663

PARKING OPERATIONS

FUNDING IMPACT

This budget contains no significant funding changes.