

Public Works - Parking Division

Mission Statement

It is the mission of the Parking Division to provide quality parking for a variety of users with differing time needs in the City commercial business districts.

Primary Functions → The primary function of the Parking Division is to provide lot maintenance, issue tickets, and collect parking fees in the various facilities of the Motor Vehicle Parking System (MVPS).

2010 Accomplishments →

- Upgraded lighting and electrical system at the Concourse deck.
- Worked with Finance to develop a plan to upgrade the Parking Control Officer's outdated Auto-Cite Hand-Held system.
- Upgraded the parking permit/badge system for the Metro deck.

2011 Goals and Objectives →

- Install solar sinks in City sprinkler systems, which monitor moisture and heat and water accordingly (instead of watering at specific times) to reduce water use.
- Upgrade Auto Cite software and train entire department on new system.
- Resurface parking lot 38.
- Continue to upgrade parking system communications infrastructure.

Public Works - Parking Division

| PUBLIC WORKS PARKING SYSTEM | | TOTAL SPACES |
|---|--------------------------|-------------------------|
| <u>LOT</u> | <u>LOCATION</u> | |
| West Side | | |
| A | Mulberry/Court/Winnebago | 125 |
| B | Wyman-Elm Deck | 329 |
| C | Wyman/Park | 125 |
| CC | Library/River/Park | 23 |
| I | Chestnut/Court/Winnebago | 80 |
| L | State-Main Deck | 287 |
| P | State-Winnebago | 166 |
| S | Concourse Parking Garage | 843 |
| W | Wyman/Mulberry/Main | 59 |
| WW | Memorial Hall/Library | 52 |
| Y | Pioneer Deck | 786 |
| SS | Hanley | 129 |
| AmCore Lot | | 50 |
| Block 38 Metro Lease | | <u>68</u> |
| Total West Side CBD | | <u>3,122</u> |
| East Side | | |
| D | City Hall | 70 |
| DD | Walnut/2nd Street | 14 |
| J | Shumway Market | 112 |
| M | East State/Madison | 91 |
| N | East State/3rd Street | 20 |
| Q | East State, Madison/1st | 55 |
| R | East State/2nd Street | 17 |
| T | East State/Water Garage | 96 |
| TT | 200 North Water | 15 |
| Church Lot-Leased City Hall | | <u>112</u> |
| Total East Side CBD | | <u>602</u> |
| Broadway | | |
| F | 13th Avenue, 7th/8th | 86 |
| V | Broadway(1200 Block) | <u>23</u> |
| Total Broadway Side CBD | | <u>109</u> |
| South Main | | |
| H | South Main/Kent | 30 |
| HH | South Main/Morgan | 25 |
| K | 1000 South Main | 30 |
| K1 | 1000 South Main | <u>15</u> |
| Total South Main CBD | | <u>100</u> |
| North Main | | |
| G | Latham/King | 79 |
| O | Toner/Myott | <u>100</u> |
| Total North Main CBD | | <u>179</u> |
| 7th Street | | |
| EE | 1st Avenue, 7th/2nd Ave. | 79 |
| X | 7th, 2nd/3rd Avenues | <u>28</u> |
| Total System of 30 lots and 4 garages in six areas | | <u>4,219</u> |

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Budget Summary

| PUBLIC WORKS PARKING DIVISION BUDGET SUMMARY | | | | | |
|---|-----------------------|-----------------------|-----------------------|-----------------------|------------------------|
| APPROPRIATION | 2009 <u>ACTUAL</u> | 2010 <u>BUDGET</u> | 2010 <u>ACTUAL</u> | 2011 <u>BUDGET</u> | INCREASE (DECREASE) |
| PERSONNEL | \$517,096 | \$513,648 | \$483,700 | \$519,125 | \$5,477 |
| CONTRACTUAL | 424,150 | 493,238 | 430,325 | 477,950 | (15,288) |
| SUPPLIES | 25,100 | 41,550 | 27,959 | 41,550 | 0 |
| OTHER | 1,235,846 | 1,295,369 | 1,135,078 | 1,314,013 | 18,644 |
| INTEREST | 0 | 0 | 0 | 0 | 0 |
| TOTAL | <u>\$2,202,192</u> | <u>\$2,343,805</u> | <u>\$2,077,062</u> | <u>\$2,352,638</u> | <u>\$8,833</u> |

| STAFFING REVIEW | 2008 | 2009 | 2010 | 2011 | INCREASE (DECREASE) |
|------------------------|------|------|------|------|------------------------|
| TOTAL | 9.00 | 9.00 | 8.50 | 8.50 | 0.00 |

| FUNDING SOURCE | 2010 <u>AMOUNT</u> | 2010 <u>PERCENTAGE</u> | 2011 <u>AMOUNT</u> | 2011 <u>PERCENTAGE</u> |
|------------------------|-----------------------|---------------------------|-----------------------|---------------------------|
| PARKING FEES | \$1,125,000 | 63.3 | \$1,311,200 | 65.5 |
| FINES | 603,100 | 27.8 | 556,600 | 27.8 |
| RENTAL/INTEREST INCOME | 98,000 | 7.9 | 109,900 | 5.5 |
| PURCHASE OF SERVICES | 24,300 | 1.0 | 23,700 | 1.2 |
| TOTAL | <u>\$1,850,400</u> | <u>100.0</u> | <u>\$2,001,400</u> | <u>100.0</u> |

Budget Analysis

The 2011 budget is \$2,352,638, which is an increase of \$8,800 (0.1%) over the previous year. Personnel expenses increase \$5,477 primarily as a result of increases in fringe benefit rates, including health insurance (\$2,300), IMRF (\$1,400), and unemployment (\$1,000).

Contractual costs decrease \$15,300 (3.1%). Increases in lighting utilities of \$24,500, in snow removal of \$10,000, and fuel of \$2,400 were offset by decreases of \$46,000 in building utilities and \$6,500 in building rental.

Supplies remained stable and the other accounts group increased \$18,600 due to increases in depreciation, debt service, and a reduction in the purchase of services from the Police department.

2011 revenue of \$2,001,400 is an increase of \$151,000 over the 2010 budgeted revenue of \$1,850,400. The increase is mostly attributable to increased parking fees and rental income for 2010. Parking fees, to be increased \$1 per month, are projected to increase \$186,000 along with rental income increasing \$12,000. Parking fines are expected to drop \$46,500.

The 2011 net is a loss of \$351,238; net of depreciation, it is a gain of \$362,762.

In 2010, the Parking Division spent \$2,077,062, or 88.6% of its budgeted allocation. In the past several years, 90% to 139% of the budget has been spent.

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Five Year Financial Forecast

The 2012-2016 five year forecast for the Parking Fund incorporates current rates, the changes in lots and permits, the expenditures associated with the new facilities and operating cost increases of three to five percent annually. Consideration needs to be given to adjusting the permit and fine structure periodically, last changed in 2009, if lots are to be redone, signage added, and enforcement/payment equipment acquired.

PARKING FUND 2012-2016 FINANCIAL FORECAST (IN 000'S)

| | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> |
|-------------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Revenues | \$2,062 | \$2,124 | \$2,187 | \$2,253 | \$2,320 |
| Expenses | 2,489 | 2,542 | 2,598 | 2,681 | 2,740 |
| Excess (Deficit) | (427) | (418) | (411) | (428) | (420) |
| Beginning Balance | 16,367 | 15,940 | 15,522 | 15,111 | 14,683 |
| Ending Balance | <u>\$15,940</u> | <u>\$15,522</u> | <u>\$15,111</u> | <u>\$14,683</u> | <u>\$14,263</u> |

Fixed Assets

There are no fixed assets budgeted for 2011.

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Personnel Review

| PUBLIC WORKS PARKING DIVISION | | | | |
|--------------------------------------|----------------|-------------------------|-------------------------|-----------------------|
| BENEFITS AND SALARIES | | 2010 | 2011 | INCREASE/ |
| SALARY | | BUDGET | BUDGET | (DECREASE) |
| PERMANENT | | \$374,969 | \$376,408 | \$1,439 |
| TEMPORARY | | 5,000 | 5,000 | 0 |
| OVERTIME | | 5,500 | 5,500 | 0 |
| MERIT PAY | | 0 | 0 | 0 |
| SALARY ADJUSTMENT | | <u>0</u> | <u>0</u> | <u>0</u> |
| TOTAL SALARIES | | <u>\$385,469</u> | <u>\$386,908</u> | <u>\$1,439</u> |
| BENEFITS | | | | |
| ILLINOIS MUNICIPAL RETIREMENT | | \$77,162 | \$78,521 | \$1,359 |
| UNEMPLOYMENT TAX | | 536 | 1,530 | 994 |
| WORKMEN'S COMPENSATION | | 5,882 | 6,279 | 397 |
| HEALTH INSURANCE | | 41,496 | 43,784 | 2,288 |
| RETIREE INSURANCE | | 1,000 | 0 | (1,000) |
| LIFE INSURANCE | | 663 | 663 | 0 |
| PARKING | | <u>1,440</u> | <u>1,440</u> | <u>0</u> |
| TOTAL BENEFITS | | <u>\$128,179</u> | <u>\$132,217</u> | <u>\$4,038</u> |
| TOTAL COMPENSATION | | <u>\$513,648</u> | <u>\$519,125</u> | <u>\$5,477</u> |
| | POSTION | 2010 | 2011 | INCREASE/ |
| POSITION TITLE | RANGE | EMPLOYEES | EMPLOYEES | (DECREASE) |
| PARKING SYSTEMS SUPERVISOR | E-7 | 1.00 | 1.00 | 0.00 |
| PARKING LOT ATTENDANT | A-17 | 2.50 | 2.50 | 0.00 |
| PARKING SYSTEM REPAIRER | A-22 | 2.00 | 2.00 | 0.00 |
| PARKING CONTROL OFFICER | A-19 | <u>3.00</u> | <u>3.00</u> | <u>0.00</u> |
| TOTAL PERSONNEL | | <u>8.50</u> | <u>8.50</u> | <u>0.00</u> |

Performance Measurements

| | 2008 Actual | 2009 Actual | 2010 Actual | 2011 Projected |
|---------------------------------|----------------|----------------|----------------|-------------------|
| Total parking spaces | 4,504 | 4,504 | 4,504 | 4,504 |
| Total short-term parking leases | 1,404 | 1,404 | 1,404 | 1,404 |
| Total long-term parking leases | 2,500 | 2,500 | 2,500 | 2,500 |
| Handicapped parking spaces | 147 | 147 | 152 | 155 |
| Dollar amount of tickets issued | 526,590 | 648,032 | 527,355 | 600,352 |
| Number of tickets issued | 24,023 | 24,741 | 18,268 | 22,000 |