

# Parking Utility

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## *Agency Overview*

### Agency Mission

The mission of the Parking Utility is to provide safe, convenient and affordable parking to the City's residents and visitors, consistent with City transportation policies.

### Agency Overview

The agency provides services across garage parking, lot parking, on street parking and parking operations. The goal of the agency is to provide continuous improvement for the customer experience and infrastructure improvements and replacements.

### 2018 Budget Highlights

#### The 2018 Adopted Budget:

- Increases projected garage revenue based on current trends (\$800,000).
- Creates a Parking Maintenance Worker to maintain the Capitol East Parking Garage and assist with the maintenance of Parking Utility's other garages (\$63,650).
- Increases the Parking Utility's salary and benefit expenses (\$395,000) to reflect the cost of the Parking Enforcement Officers (Police employees) enforcing the Residential Parking Permit Program and other time restriction parking regulations. These costs have historically been reflected in the Police Department's budget. To fully fund the program, including enforcement, by permit revenue the annual permit fee would need to increase from \$28 to \$105. Any increase would require an ordinance change adopted by the Common Council.
- Increases the fine for one-hour and two-hour parking citations from \$35 to \$40 (estimated revenue to be recognized in the General Fund is \$85,000) and decreases the portion of Parking Enforcement Officers funded by the Parking Utility by \$85,000. These changes were added through Common Council Operating Budget Amendment #7.



# Parking Utility

Function: Public Works & Transportation

## Service Overview

### Service: Garage Parking

#### Service Description

This service operates five city garages including Capitol Square North Garage, Government East Garage, Overture Center Garage, State Street Campus Garage and State Street Capitol Garage. The goal of the service is to increase the availability of convenient, short-term parking, especially during special events.

#### 2018 Planned Activities

- Continue operation and maintenance of parking garages and equipment.
- Continue monthly permits and long-term lease programs.
- Continued operation of the Government East Parking Garage, one of the highest demand facilities, with no loss of parking during construction of the replacement garage.
- Support the parking needs of the Capitol East district by providing convenient parking for visitors attending local events and helping to reduce neighborhood parking pressures through the operation of a new parking garage.
- Implement new technologies and equipment with the replacement of the Parking Access Revenue Control System which will offer greater flexibility, convenience, and equipment reliability for customers.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(12,032,223)	(10,426,050)	(12,719,111)	(11,273,807)	(11,273,807)	(11,273,807)
Expense	12,660,754	5,179,681	6,093,724	6,710,627	6,721,237	6,721,237
<b>Net Service Budget</b>	<b>\$ 628,532</b>	<b>\$ (5,246,369)</b>	<b>\$ (6,625,388)</b>	<b>\$ (4,563,180)</b>	<b>\$ (4,552,570)</b>	<b>\$ (4,552,570)</b>

### Service: Lot Parking

#### Service Description

This service operates seven parking lots including Blair Lot, Brayton Lot, Buckeye Lot, Evergreen Lot, Lot 88, Wilson Lot and Wingra Lot, including hourly and monthly parking. The goals of the service are to continue to meet the unique parking demands that each surface lot serves, increase utilization during off-peak timeframes, and encourage the use of surface lots before using on-street parking to accommodate special event parking needs.

#### 2018 Planned Activities

- Continue to pursue relationships with event organizers to accommodate parking for large vehicles with limited parking options.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(1,141,978)	(1,068,504)	(1,331,388)	(1,148,800)	(1,148,800)	(1,148,800)
Expense	247,032	35,092	259,381	71,511	71,514	71,514
<b>Net Service Budget</b>	<b>\$ (894,947)</b>	<b>\$ (1,033,412)</b>	<b>\$ (1,072,007)</b>	<b>\$ (1,077,289)</b>	<b>\$ (1,077,286)</b>	<b>\$ (1,077,286)</b>

# Parking Utility

Function: Public Works & Transportation

## Service Overview

### Service: On Street Parking

#### Service Description

This service operates on-street parking through meters in the downtown area and through a residential permit process in the nearby neighborhoods. The goals of this service are to provide short-term convenient parking for residents and visitors, serve the needs related to event and large-vehicle, moving vehicle, storage container, and construction parking, and to limit commuter parking impact in the Residential Parking Permit Program areas.

#### 2018 Planned Activities

- Potential replacement of 500-650 coin-only meters with Smart Meters.
- Transition from the pilot phase of pay-by-cell to full implementation, pending required functionality from the vendor, anticipated for completion in fall of 2017.
- Potential expansion of enforcement hours for on-street meters in the downtown area.
- Full funding of the Residential Permit Parking Program enforcement costs.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(2,861,141)	(2,804,309)	(3,015,330)	(2,810,393)	(2,810,393)	(2,810,393)
Expense	998,544	946,511	1,533,894	1,480,160	1,480,788	1,395,788
<b>Net Service Budget</b>	<b>\$ (1,862,597)</b>	<b>\$ (1,857,798)</b>	<b>\$ (1,481,436)</b>	<b>\$ (1,330,233)</b>	<b>\$ (1,329,605)</b>	<b>\$ (1,414,605)</b>

### Service: Parking Operations

#### Service Description

This service includes the overall management and supervision of maintenance, revenue, and administrative staff in the Parking Utility. The goals of this service are to improve resident and visitor experiences by identifying and implementing parking options, operate and maintain existing facilities, ensure the financial health of the Parking Utility, and generate reserves to fund future capital projects and replace facilities as they age.

#### 2018 Planned Activities

- The exploration of new capabilities of the computerized parking system, including the replacement of entry and exit stations, replacement and expansion of pay-on-foot stations, software upgrades, and new software, including a mobile application, that will allow field staff to monitor and respond to equipment issues with greater efficiency.
- Introduce a rate change proposal for mid-year 2018 implementation.
- Continue the "smartmeter" trial to determine the viability of replacing all remaining coin-only meters with single-space smart meters and replace remaining coin-only on-street meters, if the trial results are positive.

#### Service Budget by Account Type

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Revenue	(10,866)	(116,000)	(7,950)	(6,000)	(6,000)	(6,000)
Expense	2,139,878	8,253,579	9,186,781	6,976,702	6,965,461	7,050,461
<b>Net Service Budget</b>	<b>\$ 2,129,012</b>	<b>\$ 8,137,579</b>	<b>\$ 9,178,831</b>	<b>\$ 6,970,702</b>	<b>\$ 6,959,461</b>	<b>\$ 7,044,461</b>

# Parking Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Parking Utility

### Charges for Service

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Reimbursement Of Expense	(4,060)	-	(1,075)	-	-	-
Cashiered Revenue	(9,753,372)	(9,108,893)	(11,273,206)	(9,905,524)	(9,905,524)	(9,905,524)
Metered Revenue	(3,053,658)	(3,007,392)	(3,314,362)	(3,009,476)	(3,009,476)	(3,009,476)
<b>TOTAL</b>	<b>\$ (12,811,090)</b>	<b>\$ (12,116,285)</b>	<b>\$ (14,588,643)</b>	<b>\$ (12,915,000)</b>	<b>\$ (12,915,000)</b>	<b>\$ (12,915,000)</b>

### Licenses & Permits

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Parking Permits	(2,094,434)	(2,095,704)	(2,238,474)	(2,204,000)	(2,204,000)	(2,204,000)
Other Permits	(18,450)	(14,000)	(38,250)	(14,000)	(14,000)	(14,000)
<b>TOTAL</b>	<b>\$ (2,112,884)</b>	<b>\$ (2,109,704)</b>	<b>\$ (2,276,724)</b>	<b>\$ (2,218,000)</b>	<b>\$ (2,218,000)</b>	<b>\$ (2,218,000)</b>

### Investments & Contributions

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Interest	(199,744)	(110,000)	(199,744)	(100,000)	(100,000)	(100,000)
<b>TOTAL</b>	<b>\$ (199,744)</b>	<b>\$ (110,000)</b>	<b>\$ (199,744)</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>	<b>\$ (100,000)</b>

### Misc Revenue

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Easements	(399)	-	(399)	-	-	-
Miscellaneous Revenue	(8,410)	(6,000)	(4,789)	(6,000)	(6,000)	(6,000)
<b>TOTAL</b>	<b>\$ (8,809)</b>	<b>\$ (6,000)</b>	<b>\$ (5,188)</b>	<b>\$ (6,000)</b>	<b>\$ (6,000)</b>	<b>\$ (6,000)</b>

### Other Finance Sources

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Sale Of Assets	(3,582)	-	(3,480)	-	-	-
Capital Contributions	(910,099)	-	-	-	-	-
Fund Balance Applied	-	(72,874)	-	-	-	-
<b>TOTAL</b>	<b>\$ (913,682)</b>	<b>\$ (72,874)</b>	<b>\$ (3,480)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Salaries

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Permanent Wages	3,728,892	4,214,052	3,919,834	4,532,017	4,532,017	4,532,017
Salary Savings	-	(235,996)	-	(235,996)	(235,996)	(320,996)
Pending Personnel	-	34,333	-	-	-	-
Premium Pay	35,055	129,563	43,224	60,000	60,000	60,000
Workers Compensation Wages	3,149	-	2,985	-	-	-
Compensated Absence	122,546	238,500	47,227	238,500	238,500	238,500
Hourly Wages	304,259	336,667	307,385	345,000	345,000	345,000
Overtime Wages Permanent	51,674	40,000	21,898	40,000	40,000	40,000
Overtime Wages Hourly	70	3,000	-	3,000	3,000	3,000
Election Officials Wages	4	-	447	-	-	-
<b>TOTAL</b>	<b>\$ 4,245,649</b>	<b>\$ 4,760,119</b>	<b>\$ 4,342,999</b>	<b>\$ 4,982,521</b>	<b>\$ 4,982,521</b>	<b>\$ 4,897,521</b>

# Parking Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Parking Utility

### Benefits

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Comp Absence Escrow	26,941	69,435	-	69,435	69,435	69,435
Unemployment Benefits	1,346	-	255	-	-	-
Health Insurance Benefit	779,773	858,974	875,690	1,022,789	1,034,002	1,034,002
Wage Insurance Benefit	10,891	9,671	11,482	12,124	12,124	12,124
WRS	259,028	305,021	277,474	299,133	297,930	297,930
FICA Medicare Benefits	308,613	340,905	329,571	337,716	339,446	339,446
Post Employment Health Plans	-	40,644	43,857	44,514	44,514	44,514
Other Post Emplmnt Benefit	44,568	-	-	-	-	-
Pension Expense	197,638	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,628,798</b>	<b>\$ 1,624,650</b>	<b>\$ 1,538,329</b>	<b>\$ 1,785,711</b>	<b>\$ 1,797,451</b>	<b>\$ 1,797,451</b>

### Supplies

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Office Supplies	7,034	20,000	9,087	20,000	20,000	20,000
Copy Printing Supplies	25,503	18,000	12,120	18,000	18,000	18,000
Furniture	3,514	25,000	4,000	50,000	50,000	50,000
Hardware Supplies	11,514	25,000	9,016	32,000	32,000	32,000
Software Lic & Supplies	206	5,000	11,130	5,000	5,000	5,000
Postage	8,743	6,000	5,300	6,000	6,000	6,000
Books & Subscriptions	148	750	750	750	750	750
Work Supplies	21,388	25,000	22,155	25,000	25,000	25,000
Janitorial Supplies	8,699	9,000	10,862	11,000	11,000	11,000
Medical Supplies	175	500	550	500	500	500
Safety Supplies	3,329	4,000	2,227	4,000	4,000	4,000
Snow Removal Supplies	2,511	10,000	3,700	10,000	10,000	10,000
Uniform Clothing Supplies	131	1,000	770	1,000	1,000	1,000
Building	53	25,000	10,000	25,000	25,000	25,000
Building Supplies	11,142	30,000	8,252	30,000	30,000	30,000
Electrical Supplies	7,784	10,000	12,583	10,000	10,000	10,000
HVAC Supplies	5,931	10,000	5,500	10,000	10,000	10,000
Plumbing Supplies	103	2,000	676	2,000	2,000	2,000
Machinery And Equipment	102,479	10,000	25,680	50,000	50,000	50,000
Equipment Supplies	71,912	105,000	85,288	120,000	120,000	120,000
<b>TOTAL</b>	<b>\$ 292,298</b>	<b>\$ 341,250</b>	<b>\$ 239,646</b>	<b>\$ 430,250</b>	<b>\$ 430,250</b>	<b>\$ 430,250</b>

# Parking Utility

Function: Public Works & Transportation

## Line Item Detail

Agency Primary Fund: Parking Utility

### Purchased Services

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Natural Gas	10,256	23,000	16,460	25,800	25,800	25,800
Electricity	186,984	250,000	204,065	294,000	294,000	294,000
Water	21,940	28,000	14,334	25,100	25,100	25,100
Stormwater	3,186	3,500	9,050	12,600	12,600	12,600
Telephone	6,047	12,484	5,000	10,000	10,000	10,000
Cellular Telephone	7,641	10,000	8,600	10,000	10,000	10,000
Systems Comm Internet	19,799	34,000	40,720	43,200	43,200	43,200
Building Improv Repair Maint	467,157	135,000	611,923	650,000	650,000	650,000
Elevator Repair	30,425	30,000	30,000	30,000	30,000	30,000
Facility Rental	7,118	30,000	30,000	30,000	30,000	30,000
Custodial Bldg Use Charges	8,473	-	8,473	10,000	10,000	10,000
Landfill	206	500	500	500	500	500
Landscaping	168	35,000	15,000	35,000	35,000	35,000
Snow Removal	96,402	250,000	140,000	250,000	250,000	250,000
Comm Device Mntc	68,271	15,000	75,500	50,000	50,000	50,000
Equipment Mntc	47,054	35,000	107,333	55,700	55,700	55,700
Rental Of Equipment	2,334	25,000	22,413	5,000	5,000	5,000
Sidewalk Mntc	14,678	6,000	6,000	17,000	17,000	17,000
Recruitment	516	3,000	500	3,000	3,000	3,000
Mileage	8,073	10,000	6,000	10,000	10,000	10,000
Conferences & Training	9,829	30,000	5,129	30,000	30,000	30,000
Memberships	1,994	2,000	2,000	2,000	2,000	2,000
Uniform Laundry	11,914	15,000	12,641	15,000	15,000	15,000
Arbitrator	-	500	-	500	500	500
Appraisal Services	-	2,500	-	2,500	2,500	2,500
Audit Services	7,649	7,649	7,649	7,649	7,649	7,649
Bank Services	13,599	11,765	12,000	15,000	15,000	15,000
Credit Card Services	506,262	520,000	497,000	555,000	555,000	555,000
Delivery Freight Charges	400	500	500	500	500	500
Consulting Services	47,170	200,000	61,300	200,000	200,000	200,000
Advertising Services	9,751	20,000	27,241	20,000	20,000	20,000
Engineering Services	-	-	-	94,000	94,000	94,000
Parking Towing Services	48,802	40,000	50,000	50,000	50,000	50,000
Security Services	215,569	245,000	245,000	290,000	290,000	290,000
Other Services & Expenses	18,166	6,000	14,696	6,000	6,000	6,000
Taxes & Special Assessments	15,723	40,000	40,000	40,000	40,000	40,000
Permits & Licenses	906	1,000	1,000	1,000	1,000	1,000
<b>TOTAL</b>	<b>\$ 1,914,462</b>	<b>\$ 2,077,398</b>	<b>\$ 2,328,027</b>	<b>\$ 2,896,049</b>	<b>\$ 2,896,049</b>	<b>\$ 2,896,049</b>
<b>Debt &amp; Other Financing</b>						
	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
PILOT	-	1,763,096	1,763,096	1,815,989	1,815,989	1,815,989
Fund Balance Generated	6,146,865	3,467,492	6,512,596	2,967,084	2,945,241	3,030,241
<b>TOTAL</b>	<b>\$ 6,146,865</b>	<b>\$ 5,230,588</b>	<b>\$ 8,275,692</b>	<b>\$ 4,783,073</b>	<b>\$ 4,761,230</b>	<b>\$ 4,846,230</b>

# Parking Utility

Function: Public Works & Transportation

Line Item Detail

Agency Primary Fund: Parking Utility

## Inter-Departmental Charges

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
ID Charge From Information Tec	42,420	38,784	38,784	38,784	38,784	38,784
ID Charge From Treasurer	-	10,051	-	-	-	-
ID Charge From Engineering	37,269	37,269	37,269	37,269	37,269	37,269
ID Charge From Fleet Services	102,033	71,058	71,058	81,367	81,367	81,367
ID Charge From Streets	-	2,000	-	2,000	2,000	2,000
ID Charge From Traffic Eng	45,485	57,771	57,771	57,771	57,771	57,771
ID Charge From Com Dev Blk Gnt	-	19,720	-	-	-	-
ID Charge From Insurance	53,178	71,126	71,126	71,126	77,630	77,630
ID Charge From Workers Comp	58,828	73,079	73,079	73,079	76,678	76,678
<b>TOTAL</b>	<b>\$ 339,213</b>	<b>\$ 380,858</b>	<b>\$ 349,087</b>	<b>\$ 361,396</b>	<b>\$ 371,499</b>	<b>\$ 371,499</b>

## Inter-Departmental Billings

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
ID Billing To Human Resources	(208)	-	-	-	-	-
ID Billing To Community Dev	(698)	-	-	-	-	-
<b>TOTAL</b>	<b>\$ (906)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## Transfer Out

	2016 Actual	2017 Adopted	2017 Projected	2018 Request	2018 Executive	2018 Adopted
Transfer Out To General	1,479,830	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,479,830</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# Parking Utility

## Function: Public Works & Transportation

### Position Summary

	2017			Request		2018		Adopted	
	CG	FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
ADMIN ASST	20	3.00	154,755	3.00	168,715	3.00	168,715	3.00	168,715
ASST PKG UTIL MGR	18	1.00	83,613	1.00	102,973	1.00	102,973	1.00	102,973
CUSTODIAL WKR	16	1.00	54,324	1.00	55,403	1.00	55,403	1.00	55,403
ENGINEER	18	1.00	95,636	1.00	98,589	1.00	98,589	1.00	98,589
ENGR PROG SPEC	16	1.00	63,939	1.00	67,894	1.00	67,894	1.00	67,894
INFORMATION CLERK	20	2.55	116,026	2.55	118,198	2.55	118,198	2.55	118,198
MAINT ELECTR	16	1.00	63,314	1.00	64,571	1.00	64,571	1.00	64,571
PKG ANALYST	18	1.00	74,176	1.00	69,786	1.00	69,786	1.00	69,786
PKG CASHIER	16	31.20	1,333,953	31.20	1,339,128	31.20	1,339,128	31.20	1,339,128
PKG EQUIP MECH	16	3.00	167,834	3.00	175,707	3.00	175,707	3.00	175,707
PKG EQUIP TECH	16	1.00	58,327	1.00	60,338	1.00	60,338	1.00	60,338
PKG MAINT SUPV	18	1.00	73,781	1.00	75,255	1.00	75,255	1.00	75,255
PKG MAINT WKR	16	6.00	331,644	7.00	390,559	7.00	390,559	7.00	390,559
PKG OPER ASST	20	1.00	66,842	1.00	68,169	1.00	68,169	1.00	68,169
PKG OPER SUPV	18	1.00	84,667	1.00	86,358	1.00	86,358	1.00	86,358
PKG REVENUE CLK	20	1.00	49,919	1.00	51,144	1.00	51,144	1.00	51,144
PKG REVENUE LDWKR	16	3.90	225,134	3.90	234,198	3.90	234,198	3.90	234,198
PKG REVENUE SUPV	18	1.00	70,710	1.00	75,255	1.00	75,255	1.00	75,255
PKG SERVICE WKR	16	4.00	223,849	4.00	228,901	4.00	228,901	4.00	228,901
PKG TECH AIDE	16	2.00	107,397	2.00	114,063	2.00	114,063	2.00	114,063
PROG ASST	17	1.00	48,864	1.00	51,544	1.00	51,544	1.00	51,544
PROG ASST	20	1.00	56,216	1.00	57,770	1.00	57,770	1.00	57,770
<b>TOTAL</b>		<b>69.65</b>	<b>\$ 3,604,920</b>	<b>70.65</b>	<b>\$ 3,754,518</b>	<b>70.65</b>	<b>\$ 3,754,518</b>	<b>70.65</b>	<b>\$ 3,754,518</b>

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.