

Parking District Services

MISSION STATEMENT

The mission of Parking District Services is to:

- Support the role of public parking in commercial areas throughout the County. Parking management is an important tool for achieving public objectives of economic development and transportation management;
- Support the comprehensive development of the Silver Spring, Bethesda, Wheaton, and Montgomery Hills central business districts and promote their economic growth and stability by supplying a sufficient number of parking spaces to accommodate that segment of the public demand which is neither provided for by developers nor served by alternative travel modes;
- Promote and complement a total transportation system through the careful balance of rates and parking supply to encourage the use of the most efficient and economical transportation modes available; and
- Develop and implement parking management strategies designed to maximize the usage of the available parking supply in order to enhance the economic development of specific central business districts.

BUDGET OVERVIEW

The total approved FY08 Operating Budget for the Parking Districts Funds is \$24,223,100, a decrease of \$454,620 or 1.8 percent from the FY07 Approved Budget of \$24,677,720. Personnel Costs comprise 15.8 percent of the budget for 42 full-time positions for 47.7 workyears. Operating Expenses and Debt Service account for the remaining 84.2 percent of the FY08 budget.

In addition, this department's Capital Improvements Program (CIP) requires Current Revenue funding.

HIGHLIGHTS

- ❖ *Provide funds for enhanced customer service in the Woodmont Garage in Bethesda.*
- ❖ *Implement a credit card payment feature in six parking lot facilities.*
- ❖ *Enhance customer service through the addition of staff to improve maintenance and to respond to emergency service calls in the parking facilities.*

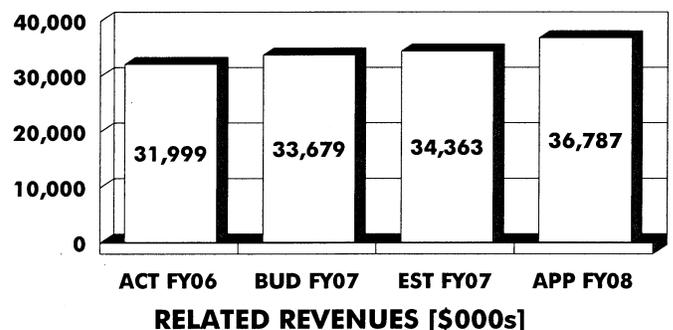
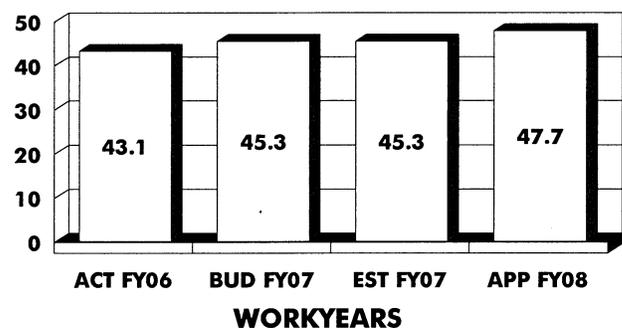
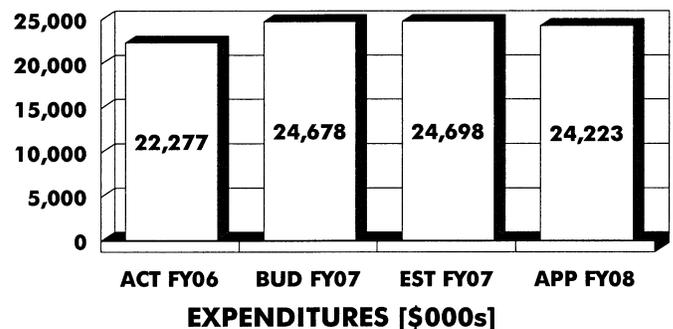
PROGRAM CONTACTS

Contact Bruce Meier of the Parking Districts Funds at 240.777.7195 or Belinda M. Bunggay of the Office of Management and Budget at 240.777.2794 for more information

Program Summary

	Expenditures	WYs
Parking Operations	6,851,750	17.7
Parking Facility Maintenance	3,831,540	17.7
Parking Facility Planning and Engineering	787,310	6.0
Parking Facility Security and Safety	1,808,020	6.3
Fixed Costs	4,312,850	0.0
Debt Service	6,631,630	0.0
Totals	24,223,100	47.7

Trends



regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Parking Operations

This program includes the management of the collection of all parking revenue from individual meters, automated pay stations, cashiered facilities, sale of parking permits, parking fines, and the parking ad valorem tax. The program has overall responsibility for the accurate recordation of all parking revenue in the County accounting system.

The program is responsible for establishing and monitoring policy and expenditure levels to support the current and future operating and capital costs of Parking District Services while maintaining fund levels to ensure compliance with revenue bond covenants and to protect the fiscal integrity of the Parking District funds.

The program is responsible for the management of all parking databases and the appeal process for all parking tickets written within the County. Parking Operations maintains regularly scheduled parking enforcement patrols in all Parking Districts, residential permit areas and other designated County facilities. In addition, this program provides routine preventive maintenance to ensure all meter devices function properly.

Organizationally, Parking Operations also manages and executes parking activities, funded by the County's General Fund, outside of the designated Parking Lot Districts.

FY08 Changes

	Expenditures	WYs
FY07 Approved	6,862,340	21.4
FY08 Approved	6,851,750	17.7

Parking Facility Maintenance

This program provides the maintenance of all parking lots, garages, and surrounding grounds. Facilities maintenance is programmed at a level which is designed to ensure the operational integrity of the facilities and the safety of parking patrons. Maintenance of parking facilities includes: snow and ice removal; housekeeping services; equipment maintenance for elevators, electrical systems, and Heating, Ventilation, and Air-Conditioning systems (HVAC); facility repairs for maintenance of damaged glass, asphalt, concrete, plumbing, painting, space stripes, graffiti, doorframes, brick and block, meter posts, and woodwork due to vandalism, use, and age; and groundskeeping services.

FY08 Changes

	Expenditures	WYs
FY07 Approved	3,639,490	16.1
FY08 Approved	3,831,540	17.7

Parking Facility Planning and Engineering

This program supports a balanced system of public parking which promotes the economic stability and growth of the County's central business districts. This is implemented through

the design and construction of new parking facilities, including mixed use projects. The program also includes renovating and improving existing parking facilities to ensure the preservation and integrity of the parking system and its continued service to the public.

The program also provides for the collection and analysis of information necessary for evaluating and resolving parking issues in designated areas, maintaining inventories of public and private parking spaces, and statistics for projecting County parking needs and responding to inquiries.

FY08 Changes

	Expenditures	WYs
FY07 Approved	194,570	1.5
FY08 Approved	787,310	6.0

Parking Facility Security and Safety

This program provides security services for parking facility patrons to protect against theft, vandalism, and threats to personal security. The goal of the program is a safe environment in parking facilities through the use of County law enforcement agencies, contract security guards, and the Clean and Safe Teams (in Silver Spring and Wheaton).

FY08 Changes

	Expenditures	WYs
FY07 Approved	1,764,990	6.3
FY08 Approved	1,808,020	6.3

Fixed Costs

This program contains cost items that involve long-term funding commitments, independent of the annual scope of program costs. Fixed costs included in this category are utility payments, insurance, and the long-term operating lease for Garage 58 in the Silver Spring Parking Lot District. The budgeted amount is based on anticipated rates and the proposed size and scope of the related unit or program.

FY08 Changes

	Expenditures	WYs
FY07 Approved	4,230,760	0.0
FY08 Approved	4,312,850	0.0

Debt Service

This program provides the annual payment of principal and interest on bonded indebtedness for construction of parking facilities. Issuing long-term debt spreads the cost of a facility over a long period of time, usually 20 years, and enables the users, taxpayers, or ratepayers that benefit from the facility to pay for it over its useful life. Debt service is generally fixed for past bond issues, but future debt service is affected by current program decisions, interest rates, and the amount of bonds to be issued. The Bethesda and Silver Spring Parking Districts are the only districts with debt obligations.

FY08 Changes

	Expenditures	WYs
FY07 Approved	7,985,570	0.0
FY08 Approved	6,631,630	0.0

BUDGET SUMMARY

	Actual FY06	Budget FY07	Estimated FY07	Approved FY08	% Chg Bud/App
BETHESDA PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	1,030,675	1,148,510	1,191,660	1,292,720	12.6%
Employee Benefits	301,240	382,030	377,610	418,190	9.5%
Bethesda Parking District Personnel Costs	1,331,915	1,530,540	1,569,270	1,710,910	11.8%
Operating Expenses	4,671,223	5,441,260	5,408,140	5,498,800	1.1%
Debt Service Other	4,997,391	5,398,190	5,398,190	4,884,440	-9.5%
Capital Outlay	0	0	4,650	0	—
Bethesda Parking District Expenditures	11,000,529	12,369,990	12,380,250	12,094,150	-2.2%
PERSONNEL					
Full-Time	16	20	20	20	—
Part-Time	0	0	0	0	—
Workyears	18.3	19.4	19.4	20.4	5.2%
REVENUES					
Property Tax	3,867,618	4,311,770	4,724,490	5,199,650	20.6%
Parking Fees	8,360,068	8,230,260	8,230,260	8,535,900	3.7%
Parking Fines	4,273,737	4,700,000	4,300,000	4,346,700	-7.5%
Investment Income	1,051,184	1,122,800	1,132,200	850,500	-24.3%
Miscellaneous	-1,095,527	0	276,380	0	—
Bethesda Parking District Revenues	16,457,080	18,364,830	18,663,330	18,932,750	3.1%
MONTGOMERY HILLS PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	36,771	24,680	27,960	27,100	9.8%
Employee Benefits	10,052	8,630	8,230	9,060	5.0%
Montgomery Hills Parking District Personnel Costs	46,823	33,310	36,190	36,160	8.6%
Operating Expenses	62,143	72,780	69,900	83,680	15.0%
Capital Outlay	0	0	0	0	—
Montgomery Hills Parking District Expenditures	108,966	106,090	106,090	119,840	13.0%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.4	0.4	0.4	0.4	—
REVENUES					
Property Tax	55,208	70,400	63,930	70,730	0.5%
Investment Income	33,761	24,600	28,400	9,500	-61.4%
Parking Fees	24,008	23,500	23,500	46,450	97.7%
Parking Fines	27,411	29,180	29,180	39,000	33.7%
Montgomery Hills Parking District Revenues	140,388	147,680	145,010	165,680	12.2%
SILVER SPRING PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	1,063,830	1,238,550	1,073,270	1,399,410	13.0%
Employee Benefits	324,545	389,940	326,760	429,180	10.1%
Silver Spring Parking District Personnel Costs	1,388,375	1,628,490	1,400,030	1,828,590	12.3%
Operating Expenses	6,355,600	7,090,970	7,322,370	8,161,310	15.1%
Debt Service Other	2,424,288	2,438,440	2,438,440	840,190	-65.5%
Capital Outlay	0	0	4,650	0	—
Silver Spring Parking District Expenditures	10,168,263	11,157,900	11,165,490	10,830,090	-2.9%
PERSONNEL					
Full-Time	16	16	16	19	18.8%

	Actual FY06	Budget FY07	Estimated FY07	Approved FY08	% Chg Bud/App
Part-Time	0	0	0	0	—
Workyears	21.6	22.5	22.5	23.8	5.8%
REVENUES					
Property Tax	4,750,157	5,461,490	5,193,860	5,750,650	5.3%
Parking Fees	6,577,895	6,030,000	6,600,000	7,639,830	26.7%
Parking Fines	1,893,556	1,750,000	1,800,000	2,031,520	16.1%
Miscellaneous	26,286	0	0	0	—
Investment Income	321,468	538,400	338,200	81,800	-84.8%
Silver Spring Parking District Revenues	13,569,362	13,779,890	13,932,060	15,503,800	12.5%
WHEATON PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	185,987	162,500	155,580	192,560	18.5%
Employee Benefits	55,848	60,500	50,820	65,620	8.5%
Wheaton Parking District Personnel Costs	241,835	223,000	206,400	258,180	15.8%
Operating Expenses	756,989	820,740	837,020	920,840	12.2%
Capital Outlay	0	0	3,100	0	—
Wheaton Parking District Expenditures	998,824	1,043,740	1,046,520	1,179,020	13.0%
PERSONNEL					
Full-Time	3	3	3	3	—
Part-Time	0	0	0	0	—
Workyears	2.8	3.0	3.0	3.1	3.3%
REVENUES					
Property Tax	526,597	463,560	578,500	645,540	39.3%
Parking Fees	723,668	600,000	660,000	1,012,850	68.8%
Parking Fines	457,154	275,000	300,000	493,120	79.3%
Investment Income	125,090	48,200	84,100	33,200	-31.1%
Wheaton Parking District Revenues	1,832,509	1,386,760	1,622,600	2,184,710	57.5%
DEPARTMENT TOTALS					
Total Expenditures	22,276,582	24,677,720	24,698,350	24,223,100	-1.8%
Total Full-Time Positions	35	39	39	42	7.7%
Total Part-Time Positions	0	0	0	0	—
Total Workyears	43.1	45.3	45.3	47.7	5.3%
Total Revenues	31,999,339	33,679,160	34,363,000	36,786,940	9.2%

FY08 APPROVED CHANGES

	Expenditures	WYs
BETHESDA PARKING DISTRICT		
FY07 ORIGINAL APPROPRIATION	12,369,990	19.4
Changes (with service impacts)		
Enhance: Customer support at Metropolitan and Woodmont Garages [Parking Operations]	150,000	0.0
Enhance: Credit card Processing Fees [Parking Operations]	15,000	0.0
Other Adjustments (with no service impacts)		
Increase Cost: Contracts CPI Adjustment	83,340	0.0
Increase Cost: Annualization of FY07 Personnel Costs	64,540	0.0
Increase Cost: General Wage and Service Increment Adjustments	60,760	0.0
Increase Cost: Parking enforcement costs due to collection hours expansion [Parking Operations]	44,530	0.0
Increase Cost: Pay-On-Foot Maintenance [Parking Operations]	42,240	0.0
Increase Cost: Maintenance Staffing (Public Service Craftsworker and Public Service Worker) [Parking Facility Maintenance]	33,500	0.6
Increase Cost: Lease Contract Adjustment [Fixed Costs]	32,550	0.0
Increase Cost: GASB 45 Retiree Insurance Costs	28,540	0.0
Increase Cost: Contract Audit and Administration (Program Specialist) [Parking Operations]	20,340	0.3
Increase Cost: Parking Lot Contract Security [Parking Facility Security and Safety]	12,000	0.0
Increase Cost: Retirement Rate Adjustment	6,630	0.0
Increase Cost: Cashiering Contractual Services [Parking Operations]	2,720	0.0
Increase Cost: Printing and Mail Adjustments [Parking Operations]	1,950	0.0
Increase Cost: Labor Contracts - Other	1,150	0.0

	Expenditures	WYs
Increase Cost: Workforce Adjustment	0	0.1
Decrease Cost: Risk Management Adjustment [Fixed Costs]	-1,740	0.0
Decrease Cost: Occupational Medical Adjustment [Fixed Costs]	-5,190	0.0
Decrease Cost: Group Insurance Rate Adjustment	-6,550	0.0
Decrease Cost: Motor Pool Rate Adjustment	-13,400	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY07 [Parking Operations]	-335,000	0.0
Decrease Cost: Decrease Debt Service [Debt Service]	-513,750	0.0
FY08 APPROVED:	12,094,150	20.4
MONTGOMERY HILLS PARKING DISTRICT		
FY07 ORIGINAL APPROPRIATION	106,090	0.4
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Parking enforcement costs due to collection hours expansion and fee increases [Parking Operations]	9,790	0.0
Increase Cost: Annualization of FY07 Personnel Costs	1,550	0.0
Increase Cost: General Wage and Service Increment Adjustments	1,320	0.0
Increase Cost: Contract CPI Adjustment	1,170	0.0
Increase Cost: Lease Contract Adjustment [Parking Operations]	1,170	0.0
Increase Cost: Retirement Rate Adjustment	120	0.0
Decrease Cost: Risk Management Adjustment [Fixed Costs]	-40	0.0
Decrease Cost: Occupational Medical Adjustment [Fixed Costs]	-100	0.0
Decrease Cost: Group Insurance Rate Adjustment	-140	0.0
Decrease Cost: Motor Pool Rate Adjustment [Parking Facility Maintenance]	-360	0.0
Decrease Cost: Cashiering Contract Services [Parking Operations]	-810	0.0
FY08 APPROVED:	119,760	0.4
SILVER SPRING PARKING DISTRICT		
FY07 ORIGINAL APPROPRIATION	11,157,900	22.5
<u>Changes (with service impacts)</u>		
Enhance: Credit Card Processing Fees [Parking Operations]	15,000	0.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Parking enforcement costs due to collection hours expansion [Parking Operations]	291,860	0.0
Increase Cost: Pay-On-Foot Maintenance [Parking Operations]	84,500	0.0
Increase Cost: Back-up Batteries Replacement Program [Parking Facility Maintenance]	81,000	0.0
Increase Cost: Contract CPI Adjustment	76,050	0.0
Increase Cost: Annualization of FY07 Personnel Costs	64,090	0.0
Increase Cost: General Wage and Service Increment Adjustments	61,980	0.0
Increase Cost: Maintenance Staffing (Public Service Craftworker and Public Service Worker) [Parking Facility Maintenance]	46,250	0.8
Increase Cost: Lease Contract Adjustment [Fixed Costs]	39,660	0.0
Increase Cost: Contract Audit and Administration (Program Specialist) [Parking Operations]	27,120	0.4
Increase Cost: GASB 45 Retiree Insurance Costs	22,830	0.0
Increase Cost: Cashiering Contractual Services [Parking Operations]	20,630	0.0
Increase Cost: Parking Lot Contract Security [Parking Facility Security and Safety]	16,210	0.0
Increase Cost: Meter Revenue Collection Contract Service [Parking Operations]	10,000	0.0
Increase Cost: Retirement Rate Adjustment	6,400	0.0
Increase Cost: Labor Contracts - Other	1,150	0.0
Increase Cost: Printing and Mail Adjustments [Parking Operations]	1,130	0.0
Increase Cost: Workforce Adjustment	0	0.1
Decrease Cost: Risk Management Adjustment [Fixed Costs]	-2,010	0.0
Decrease Cost: Occupational Medical Adjustment [Fixed Costs]	-4,670	0.0
Decrease Cost: Group Insurance Rate Adjustment	-6,890	0.0
Decrease Cost: Motor Pool Rate Adjustment [Parking Facility Maintenance]	-19,910	0.0
Decrease Cost: Reduction of Cashiering Expenses-Garage 7 [Parking Operations]	-140,000	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY07 [Parking Operations]	-180,000	0.0
Decrease Cost: Debt Service [Debt Service]	-840,190	0.0
FY08 APPROVED:	10,830,090	23.8

	Expenditures	WYs
WHEATON PARKING DISTRICT		
FY07 ORIGINAL APPROPRIATION	1,043,740	3.0
<u>Changes (with service impacts)</u>		
Enhance: Credit Card Processing Fees [Parking Operations]	5,000	0.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Parking enforcement costs due to collection hours expansion [Parking Operations]	74,030	0.0
Increase Cost: Contract CPI Adjustment	11,700	0.0
Increase Cost: Annualization of FY07 Personnel Costs	10,060	0.0
Increase Cost: General Wage and Service Increment Adjustments	9,470	0.0
Increase Cost: Maintenance Staffing (Public Service Worker and Public Service Craftworker) [Parking Facility Maintenance]	8,960	0.2
Increase Cost: Lease Contract Adjustment [Fixed Costs]	7,110	0.0
Increase Cost: Contract Audit and Administration(Program Specialist) [Parking Operations]	6,770	0.1
Increase Cost: GASB 45 Retiree Insurance Costs	4,280	0.0
Increase Cost: Parking Lot Contract Security [Parking Facility Security and Safety]	3,160	0.0
Increase Cost: Retirement Rate Adjustment	980	0.0
Increase Cost: Printing and Mail Adjustments [Parking Operations]	260	0.0
Increase Cost: Workforce Adjustment	0	-0.2
Decrease Cost: Risk Management Adjustment [Fixed Costs]	-150	0.0
Decrease Cost: Occupational Medical Adjustment [Fixed Costs]	-410	0.0
Decrease Cost: Group Insurance Rate Adjustment	-1,060	0.0
Decrease Cost: Cashiering Contractual Services [Parking Operations]	-2,350	0.0
Decrease Cost: Motor Pool Rate Adjustment	-2,530	0.0
FY08 APPROVED:	1,179,020	3.1