

## PARKING SYSTEM

### GENERAL INFORMATION:

The Parking System Enterprise Fund accounts for all metered, leased, and free parking provided by the City of Muscatine in the central business district. These parking spaces are located both on and off-street and involve four (4) specific activities including parking operations, parking enforcement, downtown landscaping and development of new parking. The City maintains 1,432 parking spaces in the downtown commercial area distributed as follows:

	On-Street	Lot #1		Lot #2	Lot #4	Lot #6	Lot #7	Lot #8	Levee	Totals
		Upper Chestnut	Lower Chestnut	W. 2nd Street	Sycamore Street	W. 3rd Street	E. 3rd Street	Cedar Street		
Free Parking	143	0	0	16 (4 hour)	13 (3 hour)	0	0	5 (3 hour)	497 (24 hour)	674
2 Hour	289	0	0	5	0	0	0	0	0	294
Handicapped	14	0	0	1	3	1	0	2	17	38
10 Hour	55	14	10	15	42	0	9	0	0	145
Leased/Reserved	0	1 R	7 R	4 L	46 L	24 R	149 L	50 L	0	281
<b>Totals</b>	<b>501</b>	<b>15</b>	<b>17</b>	<b>41</b>	<b>104</b>	<b>25</b>	<b>158</b>	<b>57</b>	<b>514</b>	<b>1,432</b>

The four largest off street lots are located on 3rd Street across from City Hall, adjacent to Mississippi Drive at Sycamore, 2<sup>nd</sup> and Pine streets and at the corner of 3<sup>rd</sup> and Cedar streets. These lots have a combination of leased parking spaces, and short and long-term meters. In September, 2007 on-street parking and off-street parking lot metered rates were increased from \$.20 to \$.30 per hour for short-term (two hour) meters and from \$.10 to \$.20 per hour for long-term (10 hour) meters.

The parking enforcement program provides control of the parking spaces in the central business district. This program is intended to insure that parking restrictions are enforced in order to meet the goals of the program. The primary goal is to provide short-term parking for customers in the downtown business district. The enforcement program is also involved in controlling loading zones, alley parking and other parking regulations in the downtown area.

The downtown landscaping program was initiated in conjunction with the reconstruction of Second Street which was funded as part of a Community Development Block Grant Program. This landscaping program has added aesthetically to the business environment to assist in promoting a healthy economic state in the downtown business district. One-half of a groundskeeper position is charged to this budget and this individual is responsible for maintenance and landscaping in the downtown area with supervision through the Park Maintenance division of the Parks and Recreation Department.

Numerous modifications were implemented in the Parking operation in past years. An Administrative Review Panel was formed to hear citizen appeals of parking violations. A standardized alley parking program was established for the downtown area to improve traffic movement, the conditions for delivery to merchants, and public safety response for fire and emergency medical services. Also, handicapped parking has been provided throughout the downtown area. Since 1985 the City has been providing free parking in all areas on Saturdays.

In 2007 the Mayor appointed an expanded Parking Task Force which was given the responsibility to evaluate and make recommendations on changes to the downtown parking program. These recommendations were to include both operational and financial changes with the goal that revenues from the parking operation would fund costs associated with the system. The significant changes recommended by the Task Force and subsequently adopted by City Council included the following:

1. Removing 20 10-hour meters in Lot 4 and changing these to leased spaces.
2. Increasing leased parking rates from \$225 to \$300 if paid annually and from \$300 to \$350 if paid quarterly.
3. Removing the meters on Second Street and providing free parking up to 3 hours once per day in each space.
4. Changing metered parking rates from \$.20 to \$.30 for 2-hour meters and from \$.10 to \$.20 per hours for 10-hour meters.
5. Changing the daily beginning enforcement time from 9:00 a.m. to 8:00 a.m.
6. Increasing the fines for expired meter tickets from \$3.00 if paid within 72 hours to \$5.00 and from \$5.00 if paid after 72 hours to \$10.00.
7. Elimination of free holiday parking in the downtown area.
8. Increasing the ticket fee to \$25 per ticket after 20 tickets are issued each calendar year.
9. Adding 2-hour parking meters on 4<sup>th</sup> Street between Iowa and Chestnut Street.
10. Removing or changing time limits for parking in various other areas.
11. Purchasing 120 electronic meters to begin phasing out the mechanical meters still in use.

Several of these changes involved a significant amount of staff time but they were fully implemented by September 1, 2007.

#### **CURRENT TRENDS AND ISSUES:**

The parking enforcement staff in prior years consisted of one fulltime and two half-time meter attendants. The fulltime position became vacant in December of 2007 and in lieu of filling this position, the two half-time positions were increased to  $\frac{3}{4}$  time. By not filling this position sufficient savings were generated to phase out the remaining mechanical meters. With the electronic meters, staff time that had been used to check malfunctioning meters was reduced which allowed for the overall downsizing of the meter enforcement staff.

The 2008/2009 revised estimate expenditures are under the budgeted amount by \$20,800. Personal services costs are under the estimate by \$8,300 primarily due to changes in health insurance coverage for parking employees. Capital outlay costs are under budget by \$13,800 since all of the mechanical meters were replaced in the 2007/2008 fiscal year.

The budget for 2009/2010 is \$13,600 less than the original budget for 2008/2009 due to a reduced allocation for capital outlay. The budget is \$7,200 (4.1%) higher than the 2008/2009 revised estimate. Most of the increase for 2009/2010 is in the personal services area (\$5,800).

Based on actual parking fee and fine revenues during the first six months of the fiscal year, it appears that 2008/2009 revenues will be less than projected. The estimate for parking fees has been reduced by \$5,000 and the estimate for fines has been reduced by \$2,000. Per the performance measures table the number of tickets issued has also decreased. This may be due to a combination of more voluntary compliance with regulations, drivers learning the new regulations, or a decrease in traffic in the downtown area.

Both the revised estimate and 2009/2010 budget assume the Downtown Flower Basket program will continue in 2009 and 2010 in the amount of approximately \$5,000 each year. This is budgeted to be funded with donations each year.

The fund balance is projected to increase by \$11,500 in fiscal year 2008/2009 to \$42,977. The fund balance is projected to increase by only \$2,900 to \$45,877 for 2009/2010. The Finance and Parking staff will continue to monitor both revenues and expenditures in Parking Fund as well as the fund balance.

The 2009/2010 budget continues allocating one-fourth of one of the Equipment Operator positions in the Street Cleaning activity budget to this operation to provide assistance in repairing and maintaining the parking meters.

**GOAL STATEMENT:**

To provide attractive, convenient, low-cost parking in order to aid in the growth and improvement of the Central Business District and adjacent commercial areas.

**PERFORMANCE MEASURES:**

	<b>Actual 2005/2006</b>	<b>Actual 2006/2007</b>	<b>Actual 2007/2008</b>	<b>Estimated 2008/2009</b>	<b>Estimated 2009/2010</b>
Metered Parking Spaces	550	549	439	439	439
Leased Parking Spaces	152	154	174	174	174
Reserved Parking Spaces *	107	107	107	107	107
Free Parking Spaces (Inc. Handicapped)	494	659	712	712	712
<b>Total Parking Spaces</b>	<b>1,303</b>	<b>1,469</b>	<b>1,432</b>	<b>1,432</b>	<b>1,432</b>
Overtime Parking Tickets Issued	12,086	10,853	10,432	8,000	8,000
Overtime Tickets Paid or Dismissed	10,224	9,230	8,833	6,800	6,800
Percent Paid or Dismissed	84.59%	85.05%	84.67%	85%	85%
Handicapped Tickets Issued	46	23	33	36	36
Handicapped Tickets Paid or Dismissed	43	18	31	32	32
Percent Paid or Dismissed	93.48%	78.26%	93.94%	90%	90%
Other Parking Tickets Issued	3,466	2,960	1,721	1,400	1,400
Other Tickets Paid or Dismissed	2,691	2,324	1,166	1,050	1,050
Percent Paid or Dismissed	77.64%	78.51%	67.75%	75%	75%
Courtesy Tickets Issued	2,152	1,928	1,018	600	600

\* Reserved spaces include those reserved for the library, Clark House and Central State Bank.

**RECENT ACCOMPLISHMENTS:**

The city replaced the remaining mechanical meters with electronic meters in the summer of 2008. The electronic meters require less staff time to maintain and allow the meter attendants to focus their efforts on parking enforcement. A small number of electronic meters will still need to be purchased each year due to theft and vandalism.

After numerous parking changes in 2007, there were no changes in parking configuration or regulations in the past year. Revenues from the new fee and fine rates appear sufficient to fund the cost of the parking operation. Parking staff continues to enforce parking regulations and continues efforts to collect parking fines owed to the city.

**OBJECTIVES TO BE ACCOMPLISHED IN 2009/2010:**

- \* To continue to frequently send notices and perform other follow-up procedures for parking fine collections.
- \* To work with the County Treasurer to implement a system for placing delinquent parking fines as required charges to be paid as part of vehicle license plate renewals.

## Parking System

### Fund Statement

	Actual 2006/2007	Actual 2007/2008	Budget 2008/2009	Revised Estimate 2008/2009	Budget 2009/2010
Beginning Balance, July 1	\$ 33,947	\$ 38,794	\$ 22,294	\$ 31,477	\$ 42,977
Revenues					
Parking Fees	\$ 94,736	\$ 93,847	\$ 90,000	\$ 85,000	\$ 85,000
Parking Permits	35,080	47,162	44,000	45,000	45,000
Meter Hoods	504	666	700	1,000	700
Fines	45,228	60,179	50,000	48,000	48,000
Interest	3,070	2,541	1,000	800	800
Donations	2,531	2,844	4,700	5,000	5,000
Miscellaneous	49	35	0	1,100	0
Total Revenues	<u>\$ 181,198</u>	<u>\$ 207,274</u>	<u>\$ 190,400</u>	<u>\$ 185,900</u>	<u>\$ 184,500</u>
Funds Available	\$ 215,145	\$ 246,068	\$ 212,694	\$ 217,377	\$ 227,477
Expenditures (1)	<u>176,351</u>	<u>214,591</u>	<u>195,200</u>	<u>174,400</u>	<u>181,600</u>
Ending Balance, June 30	<u>\$ 38,794</u>	<u>\$ 31,477</u>	<u>\$ 17,494</u>	<u>\$ 42,977</u>	<u>\$ 45,877</u>
<b>Increase (Decrease) in Fund Balance</b>	<b>\$ 4,847</b>	<b>\$ (7,317)</b>	<b>\$ (4,806)</b>	<b>\$ 11,500</b>	<b>\$ 2,900</b>

1. Expenditures include changes in compensated absences.

#### Explanation of Changes in Fund Balances:

Effective September 1, 2007, numerous changes were made in the downtown parking configuration as well as fee and fine rates. Meters were removed from Second Street with a 3-hour time limit to be enforced. Other fees were increased to allow for these meters to be removed. In 2007/2008 a vacancy occurred in the parking enforcement staff. In lieu of filling the fulltime meter attendant position the previous two half-time positions were increased to 3/4 time. Savings in personnel costs allowed for funding to complete the replacement of the remaining mechanical meters with electronic meters in 2007/2008. With less staff time needed to maintain the electronic meters, the overall staff reduction of 1/2 of a fulltime equivalent position has not adversely affected meter enforcement efforts.

Function:  
Business Type

Department:  
Finance

Activity:  
**Parking System**

	Actual 2006/2007	Actual 2007/2008	Budget 2007/2008	Revised Estimate 2008/2009	Budget 2009/2010	Percent Change
<b>Expenditure Summary</b>						
Personal Services	\$ 146,367	\$ 139,874	\$ 149,100	\$ 140,800	\$ 146,600	-1.68%
Commodities	3,791	4,766	5,300	5,800	5,800	9.43%
Contractual Services	7,057	6,392	8,400	9,200	9,300	10.71%
Capital Outlay	2,616	46,652	14,400	600	1,200	
Transfers	14,900	17,400	18,000	18,000	18,700	3.89%
<b>Total Expenditures</b>	<u>\$ 174,731</u>	<u>\$ 215,084</u>	<u>\$ 195,200</u>	<u>\$ 174,400</u>	<u>\$ 181,600</u>	-6.97%
<b>Funding Sources</b>						
Parking Fees	\$ 130,320	\$ 141,675	\$ 134,700	\$ 131,000	\$ 130,700	-2.97%
Parking Fines	45,228	60,179	50,000	48,000	48,000	-4.00%
Interest	3,070	2,541	1,000	800	800	-20.00%
Miscellaneous	49	35	-	1,100	-	
Donations	2,531	2,844	4,700	5,000	5,000	
<b>Total Funding Sources</b>	<u>\$ 181,198</u>	<u>\$ 207,274</u>	<u>\$ 190,400</u>	<u>\$ 185,900</u>	<u>\$ 184,500</u>	-3.10%

<b>Personnel Schedule</b>						
	Actual 2006/2007	Actual 2007/2008	Budget 2008/2009	Revised Estimate 2008/2009	Budget 2009/2010	Budget Amount 2009/2010
<b>Full Time Positions/Position Allocations:</b>						
Finance Director	0.10	0.10	0.10	0.10	0.10	
Parking Meter Repairperson	0.25	0.25	0.25	0.25	0.25	
Meter Attendant	1.00	0.50	-	-	-	
Groundskeeper	0.50	0.50	0.50	0.50	0.50	
Finance Secretary/Parking Coordinator	0.50	0.50	0.50	0.50	0.50	
Office Assistant	0.25	0.25	0.25	0.25	0.25	
<b>Total Full Time</b>	<u>2.60</u>	<u>2.10</u>	<u>1.60</u>	<u>1.60</u>	<u>1.60</u>	
<b>Part Time/Temporary Positions:</b>						
Meter Attendant	1.00	1.25	1.50	1.25	1.50	
Seasonal Laborers	0.20	0.20	0.20	0.20	0.20	
<b>Total</b>	<u>3.80</u>	<u>3.55</u>	<u>3.30</u>	<u>3.05</u>	<u>3.30</u>	\$ 116,900
Employee Benefits						29,700
<b>Total Personal Services</b>						<u>\$ 146,600</u>

**Capital Outlay**

<i>Item:</i>	<i>Quantity</i>	<i>Replacement</i>	<i>Amount</i>
Electronic Parking Meters (Replacements as Needed)	10	Yes	<u>\$ 1,200</u>