
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 FY12 Operating Budget for the Parking Districts Funds is \$25,905,580, an increase of \$2,167,380 or 9.1 percent from the FY11 Approved Budget of \$23,738,200. Personnel Costs comprise 16.0 percent of the budget for 51 full-time positions for 48.0 workyears. Operating Expenses and Debt Service account for the remaining 84.0 percent of the FY12 budget.

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

LINKAGE TO COUNTY RESULT AREAS

While this program area supports all eight of the County Result Areas, the following are emphasized:

- ❖ ***A Responsive, Accountable County Government***
- ❖ ***An Effective and Efficient Transportation Network***
- ❖ ***Strong and Vibrant Economy***

DEPARTMENT PERFORMANCE MEASURES

Performance measures for this department are included below, with multi-program measures displayed at the front of this section and program-specific measures shown with the relevant program. The FY11 estimates incorporate the effect of the FY11 savings plan. FY12 and FY13 targets assume the approved FY12 budget and FY13 funding for comparable service levels.

ACCOMPLISHMENTS AND INITIATIVES

- ❖ ***Opened Public Parking Garage 16 in south Silver Spring. The garage was constructed through a public private partnership and is owned by the County as a condominium within the mixed use private development. The garage is two levels with 160 public parking spaces supporting the economic development of the surrounding urban area.***
- ❖ ***Expanded the "Pay-by-Cell Phone" payment system to all parking meters on-street and in public parking lots and garages County-wide.***
- ❖ ***Initiate a five-year program to replace aging and inefficient lighting systems in public garages with new energy efficient lighting systems. Work will commence with one garage in Bethesda and one garage in Silver Spring.***
- ❖ ***Begin construction of a mixed use development in south Bethesda on the site of Public Parking Lot 31. The project is a public/private partnership that will add street front retail and a mix of affordable and market rate housing to the area. The project also includes a multi-level County-owned and operated public parking garage to provide parking supply in this economically vibrant area.***

PROGRAM CONTACTS

Contact Rick Siebert of the Parking Districts Funds at 240.777.8732 or Brady Goldsmith of the Office of Management and Budget at 240.777.2793 for more information regarding this department's operating budget.

PROGRAM DESCRIPTIONS

Management Services and Property Development

This program supports the overall Parking Services program objectives through the management of Information Technology, Budget, Human Resources and Planning staff to optimize organizational effectiveness. The Program strategically plans for the re-development of Parking Lot District real property to promote the economic growth and stability of associated urban districts. It is responsible for the drafting and coordination of Requests for Proposals for property development and provides support in the negotiation and execution of General Development Agreements.

FY12 Approved Changes	Expenditures	WYs
FY11 Approved	677,560	9.0
Miscellaneous adjustments, including restoration of employee furloughs, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	52,850	0.0
FY12 Approved	730,410	9.0

Financial Management Program

This program is responsible for overall strategic fiscal planning for the four Parking Lot Districts including the revenue bond debt program, fixed costs, utilities and preparation of the 6 year fiscal plan.

The Financial Management Program also has overall responsibility for the recordation and reconciliation of all parking district revenues and the administration of the Ad Valorem tax program.

Program Performance Measures	Actual FY09	Actual FY10	Estimated FY11	Target FY12	Target FY13
Parking Management revenue generated (\$ millions)	39.7	38.3	39.5	41.5	42.1
Parking Operating Expenditures (\$ millions)	24.1	22.8	23.8	25.8	27.5
Parking Management cost efficiency (ratio of expenses to revenues) ¹	\$0.63	\$0.57	\$0.60	\$0.62	\$0.65
Parking Customer Service Survey Ranking ²		3.44	N/A	N/A	N/A

¹ The increasing cost ratio is a result of increasing debt service to support capital projects.

² This measure reports the average customer satisfaction rating for both permit holders and visitor parkers along the following scale (1. Poor; 2. Fair; 3. Good; 4. Excellent) for Montgomery County Public Parking Facilities. Data collection was not funded for FY11.

FY12 Approved Changes	Expenditures	WYs
FY11 Approved	8,925,140	5.4
Increase Cost: Debt Service (Bethesda)	1,182,220	0.0
Increase Cost: Utilities - Electricity (Bethesda)	192,160	0.0
Increase Cost: Utilities - Electricity (Silver Spring)	62,940	0.0
Increase Cost: Utilities - Electricity (Wheaton)	3,520	0.0
Increase Cost: Utilities - Electricity (Montgomery Hills)	90	0.0
Miscellaneous adjustments, including restoration of employee furloughs, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	24,110	0.9
FY12 Approved	10,390,180	6.3

Parking Facility Maintenance and Engineering

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 grounds-keeping services.

Additionally, the 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. This program also evaluates energy usage and recommends and implements improvements that reduce the amount of energy used by off-street facilities.

FY12 Approved Changes	Expenditures	WYs
FY11 Approved	4,708,170	19.7
Miscellaneous adjustments, including restoration of employee furloughs, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	-62,510	0.1
FY12 Approved	4,645,660	19.8

Parking Operations

This unit has overall responsibility for the collection and processing of all parking revenue, including revenue from individual meters, automated pay stations, cashiered facilities, parking permits, and parking fines. Additionally it provides support to the Mass Transit Fund in the processing of bus revenue for deposit.

The program is also responsible for the management of the parking citation database and provides management of the appeal process for all parking tickets written within the County. Parking Operations maintains regularly scheduled parking enforcement patrols in all Parking Lot Districts (PLD), residential permit areas outside the PLD's and other designated County facilities. In addition, this program provides a comprehensive meter maintenance program to ensure all meter devices function properly.

This unit also 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 contract security guards and the Silver Spring Clean and Safe Team.

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

FY12 Approved Changes	Expenditures	WYs
FY11 Approved	9,427,330	11.7
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Silver Spring)	145,130	0.0
Increase Cost: Parking Enforcement Contract (Bethesda)	131,090	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Bethesda)	116,850	0.0
Increase Cost: Parking Enforcement Contract (Silver Spring)	93,050	0.0
Increase Cost: Parking Enforcement Contract (Wheaton)	46,140	0.0
Increase Cost: Replace Servers in Garages 60 and 61 (Silver Spring)	24,000	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Wheaton)	18,000	0.0
Increase Cost: Replace Server in Garage 11 (Bethesda)	12,000	0.0
Increase Cost: Parking Enforcement Contract (Montgomery Hills)	5,500	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Montgomery Hills)	1,830	0.0
Decrease Cost: Ticket Collection Contract (Montgomery Hills)	-550	0.0
Decrease Cost: Decrease Cost in Ticket Collection Contract (Bethesda)	-18,820	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Wheaton)	-20,000	0.0
Decrease Cost: Ticket Collection Contract (Parking Management)	-25,520	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Bethesda)	-35,000	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Silver Spring)	-52,000	0.0
Miscellaneous adjustments, including restoration of employee furloughs, employee benefit changes, changes due to staff turnover, reorganizations, and other budget changes affecting more than one program	270,300	1.2
FY12 Approved	10,139,330	12.9

BUDGET SUMMARY

	Actual FY10	Budget FY11	Estimated FY11	Approved FY12	% Chg Bud/App
BETHESDA PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	1,467,308	1,341,310	1,109,730	1,374,330	2.5%
Employee Benefits	506,017	507,930	733,150	462,190	-9.0%
Bethesda Parking District Personnel Costs	1,973,325	1,849,240	1,842,880	1,836,520	-0.7%
Operating Expenses	6,550,971	6,286,570	6,280,760	6,870,370	9.3%
Debt Service Other	3,269,335	3,270,240	3,270,240	4,455,360	36.2%
Capital Outlay	875,000	0	0	0	—
Bethesda Parking District Expenditures	12,668,631	11,406,050	11,393,880	13,162,250	15.4%
PERSONNEL					
Full-Time	29	29	29	28	-3.4%
Part-Time	0	0	0	0	—
Workyears	21.7	19.4	19.4	20.4	5.2%
REVENUES					
Property Tax	3,729,688	2,455,590	2,317,340	2,265,990	-7.7%
Parking Fees	10,372,350	10,713,340	10,400,000	11,193,500	4.5%
Parking Fines	5,765,599	6,021,430	6,500,000	6,500,000	7.9%
Investment Income	121,648	133,500	18,100	24,400	-81.7%
Revenue Bond Proceeds	0	0	0	33,510,800	—
Miscellaneous	57,377	284,120	4,470,120	284,120	—
Bethesda Parking District Revenues	20,046,662	19,607,980	23,705,560	53,778,810	174.3%
MONTGOMERY HILLS PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	27,908	27,940	18,940	28,780	3.0%
Employee Benefits	8,896	9,670	10,110	8,940	-7.5%
Montgomery Hills Parking District Personnel Costs	36,804	37,610	29,050	37,720	0.3%
Operating Expenses	76,748	84,070	84,120	91,250	8.5%
Capital Outlay	0	0	0	0	—
Montgomery Hills Parking District Expenditures	113,552	121,680	113,170	128,970	6.0%
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	75,871	82,190	97,330	95,420	16.1%
Investment Income	379	1,800	0	0	—
Parking Fees	27,361	30,000	28,000	28,000	-6.7%
Parking Fines	24,335	34,500	35,000	35,000	1.4%
Montgomery Hills Parking District Revenues	127,946	148,490	160,330	158,420	6.7%
SILVER SPRING PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	1,598,028	1,454,100	1,562,970	1,498,070	3.0%
Employee Benefits	448,397	532,980	443,210	480,780	-9.8%
Silver Spring Parking District Personnel Costs	2,046,425	1,987,080	2,006,180	1,978,850	-0.4%
Operating Expenses	8,204,717	8,982,920	8,962,920	9,340,270	4.0%
Debt Service Other	166,783	0	0	0	—
Capital Outlay	0	0	0	0	—
Silver Spring Parking District Expenditures	10,417,925	10,970,000	10,969,100	11,319,120	3.2%
PERSONNEL					
Full-Time	20	20	20	20	—
Part-Time	0	0	0	0	—
Workyears	25.3	22.8	22.8	23.9	4.8%
REVENUES					
Property Tax	5,702,143	6,915,720	6,795,240	6,633,270	-4.1%
Parking Fees	8,440,948	9,500,000	8,500,000	8,850,000	-6.8%
Parking Fines	1,982,124	3,136,160	2,500,000	2,500,000	-20.3%
Miscellaneous	354,307	0	8,300,000	0	—
Investment Income	19,467	60,000	4,000	21,300	-64.5%
Silver Spring Parking District Revenues	16,498,989	19,611,880	26,099,240	18,004,570	-8.2%
WHEATON PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	248,337	223,350	228,980	227,620	1.9%

	Actual FY10	Budget FY11	Estimated FY11	Approved FY12	% Chg Bud/App
Employee Benefits	70,579	86,930	74,540	76,480	-12.0%
Wheaton Parking District Personnel Costs	318,916	310,280	303,520	304,100	-2.0%
Operating Expenses	968,019	930,190	930,180	991,140	6.6%
Capital Outlay	0	0	0	0	—
Wheaton Parking District Expenditures	1,286,935	1,240,470	1,233,700	1,295,240	4.4%
PERSONNEL					
Full-Time	3	3	3	3	—
Part-Time	0	0	0	0	—
Workyears	3.5	3.2	3.2	3.3	3.1%
REVENUES					
Property Tax	423,344	477,230	519,700	508,370	6.5%
Parking Fees	763,088	805,000	800,000	800,000	-0.6%
Parking Fines	492,672	650,000	650,000	650,000	—
Investment Income	1,506	4,700	0	0	—
Wheaton Parking District Revenues	1,680,610	1,936,930	1,969,700	1,958,370	1.1%
DEPARTMENT TOTALS					
Total Expenditures	24,487,043	23,738,200	23,709,850	25,905,580	9.1%
Total Full-Time Positions	52	52	52	51	-1.9%
Total Part-Time Positions	0	0	0	0	—
Total Workyears	50.9	45.8	45.8	48.0	4.8%
Total Revenues	38,354,207	41,305,280	51,934,830	73,900,170	78.9%

FY12 APPROVED CHANGES

	Expenditures	WYs
BETHESDA PARKING DISTRICT		
FY11 ORIGINAL APPROPRIATION	11,406,050	19.4
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Debt Service (Bethesda) [Financial Management Program]	1,182,220	0.0
Increase Cost: Utilities - Electricity (Bethesda) [Financial Management Program]	192,160	0.0
Increase Cost: Retiree Health Insurance Pre-Funding (Bethesda)	174,230	0.0
Increase Cost: Parking Enforcement Contract (Bethesda) [Parking Operations]	131,090	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Bethesda) [Parking Operations]	116,850	0.0
Increase Cost: Restore Personnel Costs - Furloughs	28,330	0.8
Increase Cost: Annualization of FY11 Personnel Costs (Bethesda)	18,820	0.0
Increase Cost: Motor Pool Rate Adjustment	13,420	0.0
Increase Cost: Replace Server in Garage 11 (Bethesda) [Parking Operations]	12,000	0.0
Increase Cost: Risk Management Adjustment	840	0.0
Increase Cost: Printing and Mail Adjustment	500	0.0
Technical Adj: Workyear Adjustment (Bethesda)	0	0.4
Decrease Cost: Occupational Medical Services Adjustment	-570	0.0
Decrease Cost: Retirement Adjustment	-11,740	0.0
Decrease Cost: Annualization of FY11 Lapsed Positions (Bethesda)	-14,280	-0.2
Decrease Cost: Decrease Cost in Ticket Collection Contract (Bethesda) [Parking Operations]	-18,820	0.0
Decrease Cost: Group Insurance Adjustment	-33,850	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Bethesda) [Parking Operations]	-35,000	0.0
FY12 APPROVED:	13,162,250	20.4
MONTGOMERY HILLS PARKING DISTRICT		
FY11 ORIGINAL APPROPRIATION	121,680	0.4
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Parking Enforcement Contract (Montgomery Hills) [Parking Operations]	5,500	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Montgomery Hills) [Parking Operations]	1,830	0.0
Increase Cost: Annualization of FY11 Personnel Costs (Montgomery Hills)	550	0.0
Increase Cost: Restore Personnel Costs - Furloughs	500	0.0
Increase Cost: Printing and Mail Adjustment	270	0.0
Increase Cost: Utilities - Electricity (Montgomery Hills) [Financial Management Program]	90	0.0
Increase Cost: Motor Pool Rate Adjustment	40	0.0
Increase Cost: Risk Management Adjustment	10	0.0

	Expenditures	WYs
Decrease Cost: Occupational Medical Services Adjustment	-10	0.0
Decrease Cost: Retirement Adjustment	-280	0.0
Decrease Cost: Ticket Collection Contract (Montgomery Hills) [Parking Operations]	-550	0.0
Decrease Cost: Group Insurance Adjustment	-660	0.0
FY12 APPROVED:	128,970	0.4
SILVER SPRING PARKING DISTRICT		
FY11 ORIGINAL APPROPRIATION	10,970,000	22.8
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Silver Spring) [Parking Operations]	145,130	0.0
Increase Cost: Retiree Health Insurance Pre-Funding (Silver Spring)	105,660	0.0
Increase Cost: Parking Enforcement Contract (Silver Spring) [Parking Operations]	93,050	0.0
Increase Cost: Utilities - Electricity (Silver Spring) [Financial Management Program]	62,940	0.0
Increase Cost: Restore Personnel Costs - Furloughs	28,250	1.0
Increase Cost: Annualization of FY11 Personnel Costs (Silver Spring)	25,520	0.0
Increase Cost: Replace Servers in Garages 60 and 61 (Silver Spring) [Parking Operations]	24,000	0.0
Increase Cost: Motor Pool Rate Adjustment	3,090	0.0
Increase Cost: Risk Management Adjustment	940	0.0
Increase Cost: Printing and Mail Adjustment	730	0.0
Technical Adj: Workyear Adjustment (Silver Spring)	0	0.3
Decrease Cost: Occupational Medical Services Adjustment	-670	0.0
Decrease Cost: Retirement Adjustment	-12,100	0.0
Decrease Cost: Annualization of FY11 Lapsed Positions (Silver Spring)	-13,630	-0.2
Decrease Cost: Ticket Collection Contract (Parking Management) [Parking Operations]	-25,520	0.0
Decrease Cost: Group Insurance Adjustment	-36,270	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Silver Spring) [Parking Operations]	-52,000	0.0
FY12 APPROVED:	11,319,120	23.9
WHEATON PARKING DISTRICT		
FY11 ORIGINAL APPROPRIATION	1,240,470	3.2
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Parking Enforcement Contract (Wheaton) [Parking Operations]	46,140	0.0
Increase Cost: Debit/Credit Card Bank Fees for Pay-On-Foot and Pay-By-Space Machines (Wheaton) [Parking Operations]	18,000	0.0
Increase Cost: Retiree Health Insurance Pre-Funding (Wheaton)	11,910	0.0
Increase Cost: Restore Personnel Costs - Furloughs	4,750	0.1
Increase Cost: Utilities - Electricity (Wheaton) [Financial Management Program]	3,520	0.0
Increase Cost: Motor Pool Rate Adjustment	400	0.0
Increase Cost: Printing and Mail Adjustment	120	0.0
Increase Cost: Risk Management Adjustment	30	0.0
Technical Adj: Workyear Adjustment (Wheaton)	0	0.1
Decrease Cost: Occupational Medical Services Adjustment	-90	0.0
Decrease Cost: Annualization of FY11 Lapsed Positions (Wheaton)	-1,940	-0.1
Decrease Cost: Retirement Adjustment	-2,220	0.0
Decrease Cost: Group Insurance Adjustment	-5,850	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY11 (Wheaton) [Parking Operations]	-20,000	0.0
FY12 APPROVED:	1,295,240	3.3

PROGRAM SUMMARY

Program Name	FY11 Approved		FY12 Approved	
	Expenditures	WYs	Expenditures	WYs
Management Services and Property Development	677,560	9.0	730,410	9.0
Financial Management Program	8,925,140	5.4	10,390,180	6.3
Parking Facility Maintenance and Engineering	4,708,170	19.7	4,645,660	19.8
Parking Operations	9,427,330	11.7	10,139,330	12.9
Total	23,738,200	45.8	25,905,580	48.0

CHARGES TO OTHER DEPARTMENTS

Charged Department	Charged Fund	FY11		FY12	
		Total\$	WYs	Total\$	WYs
BETHESDA PARKING DISTRICT					
Transit Services	Mass Transit	834,630	5.1	803,500	5.4
SILVER SPRING PARKING DISTRICT					
Transit Services	Mass Transit	392,130	5.4	392,130	5.4

