

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 growing in importance as a 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 FY06 Operating Budget for the Parking Districts Funds is \$22,450,590, an increase of \$2,784,700 or 14.2 percent from the FY05 Approved Budget of \$19,665,890. Personnel Costs comprise 13.6 percent of the budget for 35 full-time positions for 43.1 workyears. Operating Expenses and Debt Service account for the remaining 86.4 percent of the FY06 budget.

Not included in the above is a total of \$643,840 and 5.1 workyears that are charged to Mass Transit. The funding and workyears for this item are included in the receiving department's budget.

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

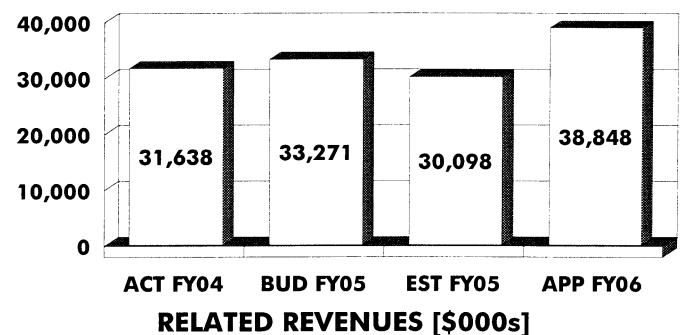
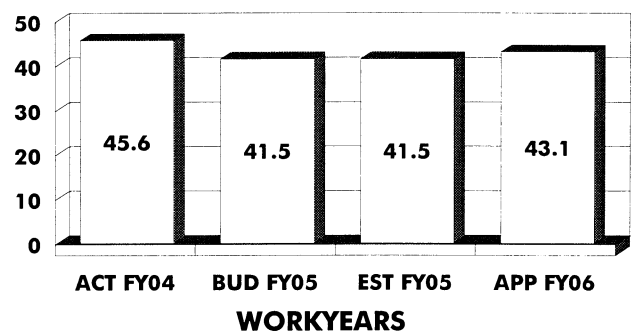
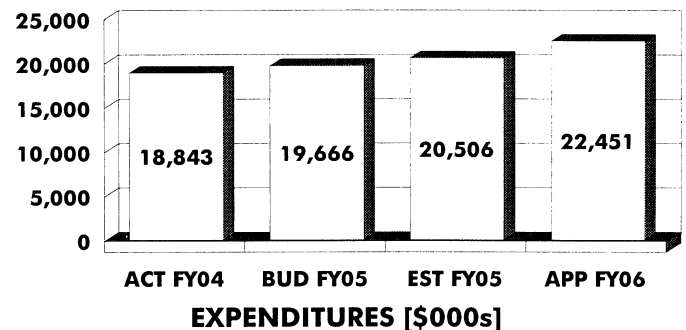
HIGHLIGHTS

- ❖ *Opened a new parking sales office in Bethesda, providing customers in Bethesda with a full service, one-stop shop for all parking products.*
- ❖ *Add a financial specialist to manage the revenue collection and recordation process with the Parking Operations section.*

Program Summary

	Expenditures	WYs
Parking Operations	6,349,150	20.7
Parking Facility Maintenance	3,052,340	16.1
Parking Facility Security and Safety	1,788,950	6.3
Fixed Costs	2,819,760	0.0
Debt Service	8,440,390	0.0
Totals	22,450,590	43.1

Trends



- ❖ **Add electronic parking meters to the Silver Spring Parking Lot District.**
- ❖ **Provide \$77,650 to enhance parking garage security in Bethesda and Wheaton.**
- ❖ **Productivity Enhancements**
 - **Two new garages that opened in Silver Spring use a new Pay On Foot (POF) automated revenue collection system. POF is expected to realize an operating expense savings of as much as \$250,000 annually over cashing.**

PROGRAM CONTACTS

Contact Bruce Meier of the Parking Districts Funds at 240.777.7195 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

Parking Operations

The program includes the management of the collection of all parking revenue from individual meters, electronic 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 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 certain parking areas in County facilities. 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.

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.

FY06 Changes

	Expenditures	WYs
FY05 Approved	5,218,900	19.7
FY06 Approved	6,349,150	20.7

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 security 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, paint stripes, graffiti, doorframes, brick and block, meter posts, and woodwork due to vandalism, use, and age; and groundskeeping services.

FY06 Changes

	Expenditures	WYs
FY05 Approved	2,958,140	15.5
FY06 Approved	3,052,340	16.1

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 Service Corps (in Silver Spring and Wheaton only).

FY06 Changes

	Expenditures	WYs
FY05 Approved	1,549,270	6.3
FY06 Approved	1,788,950	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 the Garage 58 facility in the Silver Spring Parking District. The budgeted amount is based on anticipated rates and the proposed size and scope of the related unit or program.

FY06 Changes

	Expenditures	WYs
FY05 Approved	2,820,390	0.0
FY06 Approved	2,819,760	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.

FY06 Changes

	Expenditures	WYs
FY05 Approved	7,119,190	0.0
FY06 Approved	8,440,390	0.0

BUDGET SUMMARY

	Actual FY04	Budget FY05	Estimated FY05	Approved FY06	% Chg Bud/App
BETHESDA PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	858,276	910,900	1,041,170	1,039,370	14.1%
Employee Benefits	238,958	278,860	329,980	320,720	15.0%
Bethesda Parking District Personnel Costs	1,097,234	1,189,760	1,371,150	1,360,090	14.3%
Operating Expenses	4,059,553	3,789,710	4,276,360	4,543,590	19.9%
Debt Service Other	4,699,278	4,701,600	4,701,600	5,849,960	24.4%
Capital Outlay	0	0	0	0	—
Bethesda Parking District Expenditures	9,856,065	9,681,070	10,349,110	11,753,640	21.4%
PERSONNEL					
Full-Time	23	19	19	16	-15.8%
Part-Time	0	0	0	0	—
Workyears	18.2	17.0	17.0	18.3	7.6%
REVENUES					
Property Tax	3,604,143	3,736,110	3,816,570	4,240,200	13.5%
Parking Fees	7,942,805	8,881,160	7,658,150	8,189,310	-7.8%
Parking Fines	4,801,042	4,133,470	4,241,100	4,285,710	3.7%
Investment Income	293,535	439,700	513,380	790,000	79.7%
Miscellaneous	586,988	352,530	306,030	309,090	-12.3%
Bethesda Parking District Revenues	17,228,513	17,542,970	16,535,230	17,814,310	1.5%
MONTGOMERY HILLS PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	35,285	29,440	26,460	23,980	-18.5%
Employee Benefits	6,769	9,380	7,420	8,050	-14.2%
Montgomery Hills Parking District Personnel Costs	42,054	38,820	33,880	32,030	-17.5%
Operating Expenses	49,806	60,670	63,270	67,640	11.5%
Capital Outlay	0	0	0	0	—
Montgomery Hills Parking District Expenditures	91,860	99,490	97,150	99,670	0.2%
PERSONNEL					
Full-Time	0	0	0	0	—
Part-Time	0	0	0	0	—
Workyears	0.6	0.5	0.5	0.4	-20.0%
REVENUES					
Property Tax	56,752	63,410	64,090	71,880	13.4%
Investment Income	10,893	28,000	18,250	30,000	7.1%
Parking Fees	28,054	43,000	43,000	43,000	—
Parking Fines	24,100	29,000	29,000	29,030	0.1%
Miscellaneous	-32,742	0	0	0	—
Montgomery Hills Parking District Revenues	87,057	163,410	154,340	173,910	6.4%
SILVER SPRING PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	935,767	1,040,570	844,750	1,127,580	8.4%
Employee Benefits	254,974	297,060	265,770	332,190	11.8%
Silver Spring Parking District Personnel Costs	1,190,741	1,337,630	1,110,520	1,459,770	9.1%
Operating Expenses	4,428,249	5,286,250	5,634,250	5,792,960	9.6%
Debt Service Other	2,408,388	2,417,590	2,417,590	2,424,290	0.3%
Capital Outlay	-12,662	0	0	0	—
Silver Spring Parking District Expenditures	8,014,716	9,041,470	9,162,360	9,677,020	7.0%
PERSONNEL					
Full-Time	20	16	16	16	—
Part-Time	1	0	0	0	—
Workyears	23.8	21.1	21.1	21.6	2.4%
REVENUES					
Property Tax	3,615,853	3,667,830	3,712,220	4,153,370	13.2%
Parking Fees	4,798,980	6,657,180	6,657,180	6,888,480	3.5%
Parking Fines	1,591,689	1,513,610	1,513,610	1,575,160	4.1%
Miscellaneous	2,702,684	1,935,000	0	6,500,000	235.9%
Investment Income	106,792	523,700	221,620	340,000	-35.1%
Silver Spring Parking District Revenues	12,815,998	14,297,320	12,104,630	19,457,010	36.1%

	Actual FY04	Budget FY05	Estimated FY05	Approved FY06	% Chg Bud/App
WHEATON PARKING DISTRICT					
EXPENDITURES					
Salaries and Wages	152,789	148,930	170,540	150,810	1.3%
Employee Benefits	42,620	51,090	53,590	53,010	3.8%
Wheaton Parking District Personnel Costs	195,409	200,020	224,130	203,820	1.9%
Operating Expenses	610,332	643,840	672,840	716,440	11.3%
Capital Outlay	75,000	0	0	0	—
Wheaton Parking District Expenditures	880,741	843,860	896,970	920,260	9.1%
PERSONNEL					
Full-Time	3	3	3	3	—
Part-Time	1	0	0	0	—
Workyears	3.0	2.9	2.9	2.8	-3.4%
REVENUES					
Property Tax	351,536	371,700	376,920	421,270	13.3%
Parking Fees	750,983	489,650	489,650	494,540	1.0%
Parking Fines	355,756	353,500	353,500	357,450	1.1%
Miscellaneous	2,558	0	0	0	—
Investment Income	45,468	52,700	84,050	130,000	146.7%
Wheaton Parking District Revenues	1,506,301	1,267,550	1,304,120	1,403,260	10.7%
DEPARTMENT TOTALS					
Total Expenditures	18,843,382	19,665,890	20,505,590	22,450,590	14.2%
Total Full-Time Positions	46	38	38	35	-7.9%
Total Part-Time Positions	2	0	0	0	—
Total Workyears	45.6	41.5	41.5	43.1	3.9%
Total Revenues	31,637,869	33,271,250	30,098,320	38,848,490	16.8%

FY06 APPROVED CHANGES CROSSWALK

	Expenditures	WYs
BETHESDA PARKING DISTRICT		
FY05 ORIGINAL APPROPRIATION	9,681,070	17.0
Changes (with service impacts)		
Enhance: Financial Oversight [Parking Operations]	45,290	0.5
Enhance: Security to Bethesda Garage 40 [Parking Facility Security and Safety]	36,800	0.0
Enhance: Meter Audit Program [Parking Operations]	15,600	0.0
Other Adjustments (with no service impacts)		
Increase Cost: Debt Service for Garage 11/49 Bond Sale	1,304,000	0.0
Increase Cost: Ticket Collections [Parking Operations]	291,380	0.0
Increase Cost: Garage 11 Management [Parking Operations]	142,000	0.0
Increase Cost: Management Contract [Parking Operations]	100,000	0.0
Increase Cost: Annualization of FY05 Personnel Costs	76,940	0.8
Shift: Rush Hour Parking Enforcement	52,800	0.0
Increase Cost: Security Contract [Parking Facility Security and Safety]	42,600	0.0
Increase Cost: FY06 Compensation	35,760	0.0
Increase Cost: Solid Waste System Benefit Charge Adjustment	20,820	0.0
Increase Cost: FY06 Retirement Rate Adjustments	13,290	0.0
Increase Cost: Motor Pool [Parking Operations]	3,520	0.0
Increase Cost: Records Management Charge [Parking Operations]	2,060	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	150	0.0
Shift: Temporary Office Clerical [Parking Operations]	-10,440	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY05 [Parking Operations]	-100,000	0.0
FY06 APPROVED:	11,753,640	18.3

	Expenditures	WYs
MONTGOMERY HILLS PARKING DISTRICT		
FY05 ORIGINAL APPROPRIATION	99,490	0.5
<u>Changes (with service impacts)</u>		
Enhance: Parking Enforcement [Parking Operations]	1,510	0.0
Enhance: Financial Oversight [Parking Operations]	1,080	0.0
Enhance: Marketing through the Web and Print Distribution [Parking Operations]	1,000	0.0
Enhance: Meter Audit Program [Parking Operations]	400	0.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Ticket Collection & Cashier Service (new subobject codes) [Parking Operations]	4,500	0.0
Increase Cost: Rentals & Leases [Parking Operations]	2,000	0.0
Increase Cost: Solid Waste System Benefit Charge Adjustment	910	0.0
Increase Cost: FY06 Compensation	810	0.0
Increase Cost: Other Supplies & Equipment [Parking Operations]	630	0.0
Increase Cost: FY06 Retirement Rate Adjustments	330	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	50	0.0
Increase Cost: Annualization of FY05 Personnel Costs	-820	-0.1
Decrease Cost: Other Professional Services (was Ticket Collection) [Parking Operations]	-3,980	0.0
Shift: Personnel to Other PLDs [Parking Operations]	-8,240	0.0
FY06 APPROVED:	99,670	0.4
SILVER SPRING PARKING DISTRICT		
FY05 ORIGINAL APPROPRIATION	9,041,470	21.1
<u>Changes (with service impacts)</u>		
Add: Enforcement for On-street Parking in Downtown Silver Spring	56,500	0.0
Enhance: Financial Oversight [Parking Operations]	39,880	0.4
Enhance: Customer Service: Electronic Meters (Master Lease) [Parking Operations]	20,000	0.0
Enhance: Meter Audit Program [Parking Operations]	19,200	0.0
Enhance: Environmental Remediation: State Permit - De-watering Device [Parking Facility Maintenance]	18,000	0.0
Add: Cleaning Services at Garages 60 and 61 [Parking Facility Maintenance]	6,400	0.0
Enhance: Grounds Maintenance (weeding and litter pick-up) [Parking Facility Maintenance]	2,500	0.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Garage Management [Parking Operations]	145,150	0.0
Increase Cost: Replace Garage 58 Multispace Meters [Parking Operations]	100,000	0.0
Increase Cost: Ticket Collections [Parking Operations]	80,670	0.0
Increase Cost: Security Contract [Parking Facility Security and Safety]	68,710	0.0
Increase Cost: Ticket Collection and Cashier Service [Parking Operations]	61,650	0.0
Increase Cost: Solid Waste System Benefit Charge Adjustment	52,870	0.0
Increase Cost: FY06 Compensation	37,130	0.0
Increase Cost: Annualization of FY05 Personnel Costs	28,220	0.1
Increase Cost: FY06 Retirement Rate Adjustments	13,730	0.0
Increase Cost: Motor Pool [Parking Operations]	5,200	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	3,180	0.0
Increase Cost: Records Management [Parking Operations]	1,720	0.0
Decrease Cost: Elimination of One-Time Items Approved in FY05 [Parking Operations]	-50,000	0.0
Decrease Cost: Other Supplies and Materials [Parking Operations]	-75,160	0.0
FY06 APPROVED:	9,677,020	21.6
WHEATON PARKING DISTRICT		
FY05 ORIGINAL APPROPRIATION	843,860	2.9
<u>Changes (with service impacts)</u>		
Enhance: Security at Wheaton Garage 45 [Parking Facility Security and Safety]	40,850	0.0
Enhance: Financial Oversight [Parking Operations]	5,390	0.1
Enhance: Meter Audit Program [Parking Operations]	2,400	0.0
<u>Other Adjustments (with no service impacts)</u>		
Increase Cost: Ticket Collection & Cashier Service [Parking Operations]	20,960	0.0
Increase Cost: Security Contract Costs [Parking Facility Security and Safety]	12,750	0.0
Increase Cost: FY06 Compensation	5,810	0.0
Increase Cost: Solid Waste System Benefit Charge Adjustment	2,990	0.0

	Expenditures	WYs
Increase Cost: FY06 Retirement Rate Adjustments	2,150	0.0
Increase Cost: FY06 Group Insurance Rate Adjustments	720	0.0
Increase Cost: Motor Pool [Parking Operations]	680	0.0
Increase Cost: Records Management [Parking Operations]	320	0.0
Increase Cost: Other Miscellaneous Operating Expense [Parking Operations]	280	0.0
Shift: Temporary Office Clerical [Parking Operations]	-1,300	0.0
Decrease Cost: Other Equipment Repair & Maintenance [Parking Operations]	-7,330	0.0
Decrease Cost: Annualization of FY05 Personnel Costs	-10,270	-0.2
FY06 APPROVED:	920,260	2.8