

# Parking & Transportation Advisory Committee Meeting

Thursday January 29, 2015

2:00 pm, OM 340

## MEETING NOTES

**Present:** Doug Adelstein, Doug Dugovich, Bernie Housen, Chris Loar, Susan Banton (for Doug MacLean), April Markiewicz, Kunle Ojikutu, Darin Rasmussen, Stephanie Scott, Ed Simpson (for Rick Benner), Brian Sullivan, and Kurt Willis. *Ex officio:* Julia Gassman, and Paul Mueller

### 1. Approval of January 13, 2015 Meeting Notes

Doug Adelstein Moved and Brian Sullivan Seconded the Motion to approve the January 13, 2015 Meeting Notes. **Motion approved unanimously.**

### 2. Status of PTAC Recommendations Phase I & II

Darin Rasmussen and Julia Gassman went through the *2013 and 2014 PTAC Recommendations Progress Report* they had prepared (attached) that had been sent out to the PTAC members earlier in the week with the other documents to be presented at the meeting. The *PTAC Phase I and II Recommendations and Response* table (attached), summarizes the Progress Report. Rasmussen acknowledged that some of the approaches for addressing the PTAC recommendations will go to the unions as items for negotiation.

Sullivan stated for the benefit of the new PTAC members that the recommendations by the 2013 and 2014 PTAC have resulted in savings to Parking Services in the hundreds of thousands of dollars, as well as brought greater transparency, consistency, and fairness to the university's parking program.

#### In summary:

- *Evening and Retired Faculty and Staff Permits:* Parking Services is seeking university funding to offset the cost of both, resulting in an estimated total revenue of \$9,000. Preliminary feedback from administration indicates support for this approach. Rasmussen stated he should know in about a month whether the university will fund these.
- *Commuter packets* will be available for purchase as 1) five one-day permits for \$20 with a maximum of two packs per quarter, or 2) 10 one-day permits for \$30 with a maximum of one pack per quarter.
- *Department Reserved Space* are currently \$76. Over the next four years, gradual increases in the rate to equal the cost of a parking permit in that lot will be implemented. Rasmussen added that the Student Health Center parking spaces are currently not being charged, but will be starting this fall quarter.
- *Foundation and Admissions Permits* will be paid by the respective entities with \$1,000 paid by The Western Foundation and \$10/permit paid by Admissions.

- Other Events Permits are still being addressed with resolution expected by November 2015.
- Lincoln Creek Transportation Center permits will be issued at no charge for one year (2015 - 16) to help identify how many of Western and non-Western people, including WTA are using the lot. The second year (2016 – 17), permits will cost \$25 per quarter. As part of its communication plan, Western will work with WTA and other partners to address parking and transit issues. It will also work with the city of Bellingham to monitor and address potential impacts to residential parking from drivers seeking alternative free parking on the streets.
- Contractor Permits are already at \$200 per space in construction staging areas. Issuing contractor parking permits for C lots and residential lots is still under consideration. Benner and Rasmussen will discuss this further and bring their recommendation back to the PTAC.
- University Business Stickers will be free since the user has already purchased a parking permit and is filling a programmatic need of the university. This may be revisited in the future.
- Carpool Permits will be increased in price over a two year span to full space value since each carpooler is paying no more than half the cost of the permit.
- Fines and increases to them have been identified as a topic of negotiation with the unions. The last rate increases were approved by the unions and implemented in 2014. Parking is also reviewing ways to streamline the types of fines issued by consolidating similar types and aligning costs so that similar types of fines have the same rate.

Scott asked about contractors parking at no charge in nontraditional parking spaces, i.e., on bricks. Rasmussen clarified that staging areas are delineated by fencing and within those areas contractors pay to park. If they park outside those area without a permit they are fined. Simpson stated that the university includes the cost of the permits for contractors in the contract as part of the cost of doing business.

### 3. Parking Improvements and Maintenance Plan

Ed Simpson reviewed the **Parking Improvements and Maintenance Plan** spreadsheet that lists the lots by condition from Excellent to Poor, followed by the Gravel lots and maps out the maintenance plan for each lot from 2015 to 2068. The maintenance schedule is based on assuming that each paved lot has a 42 year life span. That assumption is based on lot maintenance data and the results of the lot condition assessment conducted by the Craig Parkinson the consultant. In summary:

New lots:	Seal coated and striped
After 7 years:	Cracks repaired, lot seal-coated, and striped
After 14 years:	Cracks repaired, lot seal-coated, and striped
At 21 years:	Replace 10% of asphalt and underlying base, crack repair, seal coat lot, and stripe
Repeat maintenance every 7 years for 21 more years	
At 42 years:	Replace 10% of base and repave 90% of lot, followed by seal coating and striping

The lots identified for immediate crack repair, seal coating, and striping are the Good condition lots. According to the maintenance schedule, work would start this summer and be completed the summer of 2017. In 2016, paving of the gravel lots will begin, ending with the paving of the Lincoln Creek Transportation Center in 2018. Fair and Poor lots will be sequenced for repair starting in 2019.

The question was asked why we were paving the Lincoln Creek Transportation Center. Rasmussen stated storm water runoff issues are part of the reason, as well as concerns about liability due to potholes that need constant maintenance. Mueller interjected that a claim had recently been filed against the university alleging damage to a vehicle from a pothole. The cost to settle the claim will probably be a few thousand, but if someone falls and is injured due to a pothole, the costs to the university could increase to the tens of thousands.

Simpson suggested that everyone look over the plan and to contact him or Rick Benner if there are any questions.

Housen asked about the R residential lots and whether paving them would come from a separate funding source. Willis stated it would not come from the Residential funding source. Gassman stated that when contractors are renovating buildings the university usually leverages improvements to the campus roads and/or parking lots impacted by the construction. That mechanism has been used in recent years to get several lots repaved and striped.

Due to time constraints, Brian Sullivan will present in detail the Parking Operating and Maintenance Financial Pro Formas at the next PTAC meeting.

Meeting adjourned at 3:00 pm.



# UNIVERSITY POLICE DEPARTMENT

2001 Bill McDonald Parkway, Bellingham, WA 98225

Business: (360) 650-3555 / Fax: (360) 650-3367

**To:** Parking and Transportation Committee Members

**From:** Darin Rasmussen, Director of Public Safety

**Date:** January 21, 2015

**Re:** **2013 and 2014 PTAC Recommendations Progress Report**

The purpose of this memorandum is to provide the PTAC Committee with the status of the recommendations made by PTAC in 2013 and 2014.

## 1. Evening Permits

*“The committee recommends discontinuing the current practice of issuing evening permits to students at no charge. (After-hours parking C-lot parking is available at no charge, and pay boxes are accessible in the closer-to-core lots to purchase evening permits.)”*

**Estimated revenue:            \$4,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus during evening hours and on weekends.

### **Approach:**

1. Meet the university’s programmatic interests of providing this service to students, as well as those faculty, and staff who purchase the bus pass through seeking **\$4,000** in university funding to offset this impact to the parking system
2. Continue to provide free parking in the C-Lots to address the same programmatic interests.
3. Explore the feasibility of simplifying administrative impacts to the parking system through purchasing this permit either through on-line sales and/or via the pay stations.
4. Index the amount of funding annually to address inflation and major changes in scope.

## 2. Commuter Pack Permit

*“The committee recommends increasing the price of Commuter Packs (Scratch permits) (10 permits/pack) from the current rate of \$13.60 to \$50.00, which is half of the daily parking rate, i.e., 10 permits/ \$50.00 equals \$5.00/day.”*

**Estimated revenue:            \$8,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### **Approach:**

1. Create two options that are available for purchase based on quantity:
  - a. Option 1- Allow a customer to purchase five (5) one-day permits for \$20.00, with a maximum of two packs per quarter.
  - b. Option 2- Allow a customer to purchase ten (10) one-day permits for \$30.00, with a maximum of one pack per quarter.
2. Explore the feasibility of simplifying administrative impacts to the parking system through purchasing this permit either through on-line sales and/or via the pay stations.
3. Creates an estimated revenue of **\$5,300**
4. Review amount annually with regard to inflation and major changes in scope.

### **Rationale:**

This approach addresses PTAC’s recommendation, ties the value of each permit into line with the daily permit rate, and also addresses the increased value of each permit based on the quantity of permits being purchased. It also provides the customer with added flexibility and additional choices of different quantities of permits available for purchase.

## 3. Retired Employees

*“The committee recommends discontinuing the current practice of issuing parking permits at no charge to retired faculty and staff.*

*The committee recommends that the rates for retired faculty and staff returning as visitors should be at a discounted rate of ½ the current daily rate, or they can purchase a quarterly or annual permit at ½ the current rate.”*

**Estimated revenue:            \$5,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

**Approach:**

1. Meet the university's programmatic interests of providing this service to all retired faculty and staff through seeking **\$5,000** in university funding to offset this impact to the parking system
2. All retired faculty (regardless of whether they are working or not) would be eligible for an annual permit. All retired staff will continue to be eligible to receive a daily permit. This would simplify parking operations through eliminating the practice of ongoing screening with HR of whether or not a retired faculty member qualifies based on reason to be on campus.
3. Explore the feasibility of simplifying administrative impacts to the parking system through obtaining this permit either through on-line sales and/or via the pay stations.
4. Index the amount of funding annually to address inflation and major changes in scope.

**Rationale:**

This approach addresses PTAC's recommendation that there be compensation to the Parking System for the use of these spaces. It attempts to meet programmatic needs of the university, and it does not change the benefit established through the collective bargaining agreements.

**4. Departmental Reserved Spaces**

*"The reserved parking space fee should be sufficient to cover Parking Services' operational costs, giving reasonable cost recovery for removal of daily sales inventory.*

*These spaces include those used by departmental staff for related duties, including services vehicles. The current rate of \$76/space for an annual department-reserved space is well below the actual value of a reserved parking space on campus.*

**Estimated revenue:            \$10,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

**Approach:**

1. The established value of a reserved space will be defined as the rate of a space in the identified lot divided by the number of spaces in that lot. This is currently \$348 per year.
2. The fee for a departmental reserves space is to be increased over four years beginning in 2016. One fourth of the difference between the current rate being paid of \$76 and the established full value of \$348 and increased by one fourth each subsequent year until full value is reached in 2019).

3. The Health Center, which has not been previously charged for its reserved spaces will be included in this program beginning in 2016.
4. Index the amount of funding annually to address inflation and major changes in scope.
5. When fully implemented the estimated revenue will be approximately **\$29,920**.

## 5. WWU Foundation Permits

*"The annual rate paid by the WWU Foundation should be sufficient to cover operational costs to Parking Services. The current rate of \$3,000 for 900 permits has not been adjusted for several years, and the use of the 'Foundation Permits' has also been expanded. The committee recommends that a \$5.00/permit increase be implemented for the 2013-2015 biennium, raising the rate from \$3,000 to \$4,500 for the 900 permits."*

**Estimated revenue:            \$1,500**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### Approach:

1. Meet the university's programmatic interests of providing this service through seeking an additional **\$1,500** in funding from the foundation to offset this impact to the parking system
2. Explore the feasibility of simplifying administrative impacts to the parking system through obtaining this permit either through on-line sales and/or via the pay stations.
3. Index the amount of funding annually to address inflation and major changes in scope.

## 6. Admissions Permits

*"The current rates for Enrollment and Student Services events and for prospective students/ families visiting Western is \$4.00/day. Rates should be sufficient to cover operational costs of Parking Services. The current rate is below the ½-day rate for a parking space. The committee recommends that the daily rate paid for these and all associated events and activities be increased to \$5.00/ day for the 2013-2015 biennium. Thereafter, the rate should be increased to the full daily parking rate."*

**Estimated revenue:            \$25,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### Approach:

1. Parking Services will charge the daily rate of \$10.00 for each participant thereby obtaining the estimated **\$33,500** in revenue.

2. To meet the university's programmatic interests funding will need to be requested through the university's budget process to offset this impact to the parking system.
3. Explore the feasibility of simplifying administrative impacts to the parking system through obtaining this permit either through on-line sales and/or via the pay stations.
4. Index the amount of funding annually to address inflation and major changes in scope.

## 7. Event Lot Rental

*"Reserving a lot shall be based on the number of spaces reserved at ½ the daily rate/space plus the hourly cost of a lot attendant and associated fees for signage."*

**Estimated revenue:            \$5,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### **Approach:**

1. The amount charged for lot attendants and signage will be increased for 2016 via the university's fee process to reflect the actual costs incurred.
2. Parking Services will conduct a review of the university's approach to this area and will develop a response and rationale by November 2015.

## 8. Lincoln Creek Transport Center

*"The committee recommends charging for all parking at the Lincoln Creek Transport Center at a rate of \$25 per quarter in the 2013-2015 biennium and \$35 per quarter for 2015-2017."*

**Estimated revenue:            \$31,500**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### **Approach:**

1. LCTC will be incorporated into the university's zone parking/ zone pricing approach.
2. Regular lot stats will be obtained in 2015, and a study will be conducted with no-cost permits being issued starting Fall 2016. This will be used to determine what the appropriate rate would be to charge the public as well as to determine the ratio of public to university users.
3. A planned permit charge of \$25.00 per quarter beginning Fall 2017 will be implemented. This would generate an estimated **\$25,000** in revenue.

## 9. Contractor and Construction Parking Permits

*“The committee recommends that parking spaces for contractors and construction activities be charged 50% of the established daily rate for daily parking, or the established rate for a quarterly permit for any vehicle parking in the staging area. Parking in a parking space will be at the daily rate.”*

**Estimated revenue:            \$5,000**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### **Approach:**

1. Contractors are not currently charged in the residential lots in the summer. Contractors will now be required to have a permit in residential lots.
2. In the summer spaces being used by contractors in the C-lots and residential lots will be charged the regular rate per space. This will generate an estimated **\$1,700** in additional revenue.
3. Currently Parking Services is charging \$200 per space (the quarterly personal reserved space rate). This is *significantly higher* than the regular permit rate.
4. Explore the feasibility of simplifying administrative impacts to the parking system through obtaining this permit either through on-line sales and/or via the pay stations.
5. Index the amount of funding annually to address inflation and major changes in scope.

## 10. University Business Permits

*“The committee recommends that UB stickers for permits allowing the holder to park anywhere on campus, at any time of the day, should be limited to only those requiring this access, and should be charged at the rate of \$25/ year.”*

**Estimated revenue:            \$2,500**

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times.

### **Approach:**

1. To use the UB permit, the user must already have paid for a permit.
2. It serves the university’s programmatic interests to continue the practice of not charging for these permits.
3. Parking Services will explore ways of simplifying administrative impacts through obtaining this permit via on-line sales.

## 11. Parking Fines

*The committee recommended specific fines be raised in 2014. This was done.*

In keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times, and that everyone should pay their fair share.

**Approach:**

1. In addition to what the committee has already recommended, it serves the mission of the university simplify and consolidate parking fines.
2. We are bringing forward a general rate increase of \$3.00 in 2016 and \$2.00 in 2017 in addition to slightly different amounts in certain violations to be considered as a way to bring fines into line with each other and with the ballpark of those assessed in comparable institutions. This will bring in additional potential revenue of **\$34,511** in 2016 and **\$21,309** in 2017 based on 2014 citation numbers.
3. Index the amount of funding annually to address inflation and major changes in scope.

## 12. Carpooling

*While this was not a specific recommendation from the committee, it is in keeping with the guiding principle that every space has a value, there is a value for parking on campus at all times, and that everyone should pay their fair share.*

**Approach:**

1. The cost of a carpool permit will be increased over two years to be equal to that of the regular permit for the lot in which the carpool permit exists. This will be fully implemented in 2017. Estimated Revenue is approximately **\$5,268**
2. Index the amount of funding annually to address inflation and major changes in scope.

Total projected revenue from the recommendations when completed in 2019 will be approximately **\$91,268**





# Parking Improvements & Maintenance Plan

New or \$15.17/SF Uninflated Restore to Excellent Condition

10% Replacement plus Seal Coat/Crack Repair at \$2.48/SF Uninflated

Seal Coat/Crack Repair at \$0.75/SF Uninflated

10% Replacement plus 90% overlay at \$5.48/SF Uninflated

Parking Lot #	Area SF	Condition	Multiplier @ 3%/yr.																	
			2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
			1.03	1.0609	1.092727	1.12550881	1.159274074	1.194052297	1.229873865	1.266770081	1.304773184	1.343916379	1.384233871	1.425760887	1.468533713	1.512589725	1.557967417	1.604706439	1.652847632	
10G	36,745	Excellent							33,894										41,685	
32G	29,690	Excellent							27,386										33,682	
8G	9,333	Excellent							8,609										10,588	
AIC	11,513	Excellent							10,620										13,061	
BT Parking	25,700	Excellent							23,706										29,155	
Harrington	3,500	Excellent							3,228										3,971	
MT	2,150	Excellent							1,983										2,439	
11G	27,664	Good	70,665							26,283									32,325	
14G	32,414	Good			87,841							32,671								40,182
17G	51,000	Good	130,274							48,454									59,592	
19G	30,900	Good		81,299							30,238								37,189	
20R	13,449	Good	34,354							12,778									15,715	
33G	7,083	Good	18,093							6,729									8,276	
6V	20,967	Good	53,558							19,920									24,499	
7G/3R	84,409	Good		222,083							82,601								101,589	
CBS	8,270	Good			22,411							8,336								10,252
EDENS	4,495	Good	11,482							4,271									5,252	
NASH	5,293	Good	13,520							5,029									6,185	
VU SRV	5,889	Good	15,043							5,595									6,881	
14G - West	15,571	Fair						292,090							17,150					
22G	16,500	Fair							318,802										18,718	
24G	31,404	Fair							606,767										35,626	
27R	58,524	Fair						1,097,826							64,458					
27R	21,002	Fair					382,493							22,458						
29G	4,996	Fair							96,529										5,668	
5G	7,207	Fair					131,255							7,707						
FHV	2,995	Fair							57,867										3,398	
MATHES	2,099	Fair							40,555										2,381	
15R	26,800	Poor					488,087							28,658						
15R/Highland	11,080	Poor						207,845							12,204					
4R	24,626	Poor					448,494							26,333						
RGSVR	2,890	Poor							55,839										3,279	
Lot 1	56,650	Gravel		687,794							55,437								68,180	
Lot 2	125,500	Gravel		1,484,332							122,812								151,043	
Lot 3	90,600	Gravel		1,129,289							88,659								109,040	
Lot 4	87,250	Gravel			1,074,963							87,943							108,158	
Lot 5	93,000	Gravel			1,109,124							93,738							115,286	
LCTC	135,071	Gravel				2,680,715							140,227							
	<b>1,224,229</b>		<b>346,990</b>	<b>3,604,796</b>	<b>2,294,339</b>	<b>2,680,715</b>	<b>1,450,328</b>	<b>1,597,760</b>	<b>1,285,785</b>	<b>129,059</b>	<b>379,747</b>	<b>222,688</b>	<b>140,227</b>	<b>85,155</b>	<b>93,812</b>	<b>203,649</b>	<b>158,726</b>	<b>467,041</b>	<b>273,878</b>	
			<b>10,377,169</b>					<b>3,615,038</b>					<b>681,570</b>							

<b>Captial Debt</b>			<b>2,465,415</b>	<b>1,834,087</b>	<b>2,200,715</b>	<b>1,100,328</b>	<b>1,397,760</b>	<b>1,026,359</b>		<b>150,000</b>									<b>0</b>
<b>Cash Outlay</b>			<b>346,990</b>	<b>1,139,382</b>	<b>460,252</b>	<b>480,000</b>	<b>350,000</b>	<b>200,000</b>	<b>259,426</b>	<b>129,059</b>	<b>229,747</b>	<b>222,688</b>	<b>140,227</b>	<b>85,155</b>	<b>93,812</b>	<b>203,649</b>	<b>158,726</b>	<b>467,041</b>	<b>273,878</b>
<b>Total</b>			346,990	3,604,796	2,294,339	2,680,715	1,450,328	1,597,760	1,285,785	129,059	379,747	222,688	140,227	85,155	93,812	203,649	158,726	467,041	273,878
<b>Year</b>							<b>5</b>					<b>10</b>							

1.702433061	1.753506053	1.806111235	1.860294572	1.916103409	1.973586511	2.032794106	2.093777793	2.156591268	2.221289006	2.287927676	2.356565506	2.427262471	2.500080345	2.575082756	2.652335238	2.731905296	2.813862454	2.898278328	2.985226678
2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051
			169,524							63,052							77,547		
			136,976							50,946							62,658		
			43,058							16,015							19,696		
			53,116							19,756							24,297		
			118,568							44,100							54,237		
			16,147							6,006							7,386		
			9,919							3,689							4,537		
				290,479							48,894							60,133	
						361,083							60,778						
				535,513							90,139							110,859	
					334,191							56,252							69,183
				141,218							23,770							29,234	
				74,373							12,519							15,396	
				220,159							37,058							45,576	
					912,905							153,662							188,985
						92,125							15,507						
				47,199							7,945							9,771	
				55,578							9,355							11,505	
				61,836							10,408							12,801	
		21,092							85,777							31,904			
			23,021							93,622							34,822		
			43,816							178,188							66,275		
		79,276							322,397							119,912			
	27,620							112,326							41,778				
			6,971							28,348							10,544		
	9,478							38,546							14,337				
			4,179							16,994							6,321		
			2,929							11,910							4,430		
	35,245							143,336							53,312				
		15,009							61,037							22,702			
	32,386							131,708							48,987				
			3,801							16,398							5,749		
					277,273							103,128							126,835
					614,259							228,466							280,984
					443,441							164,932							202,846
						439,856							163,599						
						468,844							174,381						
172,462							701,366							260,864					
172,462	104,730	115,377	632,023	1,426,354	2,582,070	1,361,908	701,366	425,916	469,212	549,024	240,087	706,441	414,265	260,864	158,414	174,518	378,498	295,277	868,833
1,133,487					6,703,719					2,390,679					1,386,558				

				1,150,000	2,300,000	700,000	300,000												
172,462	104,730	115,377	632,023	276,354	282,070	661,908	401,366	425,916	469,212	549,024	240,087	706,441	414,265	260,864	158,414	174,518	378,498	295,277	868,833
172,462	104,730	115,377	632,023	1,426,354	2,582,070	1,361,908	701,366	425,916	469,212	549,024	240,087	706,441	414,265	260,864	158,414	174,518	378,498	295,277	868,833

3.074783478	3.167026983	3.262037792	3.35989893	3.460695894	3.56451677	3.671452273	3.781595842	3.895043717	4.011895028	4.132251879	4.256219436	4.383906019	4.515423199	4.650885895	4.790412472	4.934124846
2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068
				696,855							117,296					
				563,059							94,775					
				176,997							29,792					
				218,340							36,751					
				487,391							82,039					
				66,376							11,173					
				40,774							6,863					
					244,550							90,957				
74,750							303,990							113,065		
					450,840							167,684				
						281,351							104,645			
					118,889							44,219				
					62,614							23,288				
					185,348							68,938				
						768,561							285,857			
19,071							77,559								28,847	
					39,736								14,779			
					46,790								17,403			
					52,059								19,363			
			39,238							352,601						
				42,826							384,847					
				81,510							732,469					
			147,476													
		51,382							461,733							77,720
				12,967							116,527					
		17,632							158,447							26,670
				7,774							69,856					
				5,448							48,957					
		65,567							589,203							99,176
			27,921							250,904						
		60,248							541,407							91,131
				7,070							63,537					
						1,139,773							191,849			
						2,525,005							425,014			
						1,822,832							306,823			
201,206							1,808,094								304,342	
214,466							1,927,253								324,399	
	320,830							2,883,069								485,284
509,493	320,830	194,829	214,635	2,407,386	1,200,826	6,537,521	4,116,896	2,883,069	1,750,790	1,928,766	1,794,884	446,632	1,314,188	770,654	485,284	294,697
2,189,262					14,477,264					8,804,141						

54,623,710

509,493	320,830	194,829	214,635	2,407,386	1,200,826	6,537,521	4,116,896	2,883,069	1,750,790	1,928,766	1,794,884	446,632	1,314,188	770,654	485,284	294,697	14,624,665
509,493	320,830	194,829	214,635	2,407,386	1,200,826	6,537,521	4,116,896	2,883,069	1,750,790	1,928,766	1,794,884	446,632	1,314,188	770,654	485,284	294,697	10,691,262 (thru 2045 only)
																	54,623,710

Parking System  
Proposed Projects Summary through 2022  
January 28, 2015

	Area (SF)	% of Total Parking Area	Estimated Project Totals
Good Lots Upgrades	291,833	24%	\$760,623.00
Fair Lots Upgrades	160,298	13%	\$3,024,184.00
Poor Lots Upgrades	65,396	5%	\$1,200,264.00
Gravel Lots Upgrades	588,071	48%	\$8,166,217.00
total	1,105,598	90%	\$13,151,288.00

Note: Lots in excellent condition comprise 118,631 SF or only 10% of our parking system.

## **Parking Master Plan Operating Assumptions**

**January 2015**

### **Maintenance Plan**

- 1 Priority is to protect assets - improve and maintain good lots immediately, maintain excellent lots. Maintenance plan is to seal coat lots every 7 years, seal and replace 10% of the lot at 21 years, and grind/overlay with 10% replacement at 42 years.
- 2 Poor and fair lots will require restoration - strategy is to delay restoration and maximize current investment (delay restoration). Current plan may be overly aggressive in scheduling them too early. Will need to analyze lots every other year to determine when to restore.
- 3 Annual repair/patching program is part of operating budget and needs active DPS/FDCB management. Annual maintenance is defined as items costing less than \$5,000 per lot. Any lots requiring more than \$5,000 in repairs should have condition reexamined.
- 4 Capital Improvement Plan updated every two years including updating of lot condition and schedule of work.

### **Financial Pro Formas - Operating and RRR**

- 1 Expenditures inflated at 3% annually from current budget except salaries for FY16 and FY17 set by current CBA.
- 2 Permit revenues increased by 3% annually except FY16 when 5.4% in needed to cover salaries per CBA. Other revenues increase by 2.5%.
- 3 Market Rate on Debt (4.5% 30 yr/ 4.0% 20 yr) but with a 1.4% university subsidy on the rate to address PTAC recommendation that the University repay \$1.4 m to Parking for previous payments on LCTC debt.
- 4 University to Fund costs of storm water detention vaults estimated at \$1.4m.
- 5 Operating Reserve set at 25% of income - then funds flow to RRR
- 6 RRR reserve goal is \$300k
- 7 Budget Cuts totaling \$102.5k in FY16 and FY17 - alternatively would require an additional 11% increase in permits
- 8 Does not include additional funds for vehicle replacement or new pay boxes (T2 contract to be rebid with pay boxes and licenses plate readers included - after analysis of what is needed)

### **Risks**

- 1 Lot condition is from a visual review which will affect construction estimates mainly on good lots since they may need more than 10% renewal
- 2 Constuction costs for C-lots and LCTC may vary as more is known when design is done.
- 3 Constuction costs vary more than other market basket goods and the economy has become much better so a 3% cost inflator may be low
- 4 Operating costs increases such as salaries in FY16 may exceed 3% assumption which may require higher rate increases
- 5 University financing requires sufficient cash flow. Risk is low with proper management of univeristy finances.

**Parking and Transportation Advisory Committee  
Finance Sub-Working Group**

**Parking Financial Pro-forma - Operations 0% increase on rev, includes R & R, pre PTAC Recommendations/Implementations ----- This schdeule is just for Historical/Information Purposes only  
FY 2015-2025 with no changes , 2012 - 2014 Actuals**

		Actuals													
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
BEG. CASH BAL. - OPERATIONS		\$1,137,532	\$997,664	\$802,559	\$679,533	\$262,778	(\$982,005)	(\$1,720,182)	(\$2,617,264)	(\$3,543,571)	(\$4,437,640)	(\$5,529,180)	(\$6,607,571)	(\$7,836,033)	(\$9,117,749)
Operating Revenues	AECI ***				Model permit increases		0.0%								
					0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total operating revenues		<u>\$1,661,597</u>	<u>\$1,606,862</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>	<u>\$1,700,743</u>
Operating Expenses	AECI ***														
Operating Expenses		\$ 1,570,180	\$ 1,592,273	\$ 1,680,988	\$ 1,922,844	\$ 2,750,570	\$ 2,243,866	\$ 2,402,869	\$ 2,432,395	\$ 2,400,798	\$ 2,599,289	\$ 2,582,515	\$ 2,734,280	\$ 2,789,543	\$ 2,761,269
Total Other Cost		(231,285)	(209,694)	(142,781)	(194,655)	(194,955)	(195,055)	(194,955)	(194,655)	(194,015)	(192,994)	(196,619)	(194,925)	(192,916)	(195,478)
Total Revenue - Expenses/Adjustments		<b>(\$139,868)</b>	<b>(\$195,105)</b>	<b>(\$123,026)</b>	<b>(\$416,756)</b>	<b>(\$1,244,782)</b>	<b>(\$738,178)</b>	<b>(\$897,081)</b>	<b>(\$926,307)</b>	<b>(\$894,070)</b>	<b>(\$1,091,540)</b>	<b>(\$1,078,391)</b>	<b>(\$1,228,462)</b>	<b>(\$1,281,716)</b>	<b>(\$1,256,004)</b>

**Footnotes:**

- \*\*\* AECI = Estimated Cost increase
- \*\*\*\* Total Other Cost = LC P & I, Adjusted Payable/Recieveables, PayBoxes, Grant Revenue
- \*\*\*\* In 2016 Parking Permits at Lincoln Creek is modeled at 250 cars at \$100 permit or \$25,000 in 2016
- \*\*\*\*\* Assumption is that receivable/payable balance remains constant after 2014
- \*\*\*\*\* For demonstration we have included R and R schduled replacement inside the Repairs and Maintenance expenses

**Parking and Transportation Advisory Committee**  
**Finance Sub-Working Group**  
**Parking Financial Pro-forma - Operations**  
**FY 2015-2025 Projections shown, 2012 - 2014 Actuals**

Only 10 years are shown spreadsheet is modeld to 2045

		Actuals														
		2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
<b>BEG. CASH BAL. - OPERATIONS</b>		\$1,137,532	\$997,664	\$500,000	\$500,000	\$308,303	\$307,095	\$302,730	\$311,812	\$321,166	\$330,801	\$340,725	\$350,947	\$361,475	\$372,319	
					Model permit increases		3.0%	Except 2016 due to CBA/Rec. Budget								
					0.0%	5.4%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	
<b>Operating Revenues</b>																
<b>Total operating revenues</b>		\$1,661,597	\$1,606,862	\$1,700,743	\$1,700,827	\$1,776,006	\$1,851,264	\$1,903,704	\$1,957,640	\$2,013,115	\$2,070,173	\$2,128,859	\$2,189,220	\$2,251,304	\$2,315,161	
<b>Operating Expenses</b>																
<b>Operating Expenses</b>		\$1,570,180	\$1,592,273	\$1,345,215	\$1,233,211	\$1,228,382	\$1,210,918	\$1,247,246	\$1,284,663	\$1,323,203	\$1,362,899	\$1,403,786	\$1,445,900	\$1,489,277	\$1,533,955	
<b>OTHER:</b>																
<b>Total Other Cost</b>		\$ (231,285)	\$ (209,694)	\$ 51,374	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenue - Expenses/Adjustments</b>		\$ (139,868)	\$ (195,105)	\$ 406,902	\$ 467,616	\$ 547,624	\$ 640,345	\$ 656,458	\$ 672,977	\$ 689,912	\$ 707,273	\$ 725,072	\$ 743,320	\$ 762,027	\$ 781,205	
<b>Transfer to RRR Fund</b>			\$302,559	\$406,902	659,313	548,831	644,711	647,376	663,622	680,277	697,349	714,850	732,791	751,183	770,036	
<b>END CASH BAL - OPERATIONS*****</b>		\$997,664	\$500,000	\$500,000	\$308,303	\$307,095	\$302,730	\$311,812	\$321,166	\$330,801	\$340,725	\$350,947	\$361,475	\$372,319	\$383,489	

**Footnotes:**

\* Administrative Assessment Fee (ASA fee) increased in FY 15 from 4.5 to 5.5% \* total revenue 37%

\*\* Salary/benefit expenses will increase by 6% in 2016 and 1.8% in 2017 25%

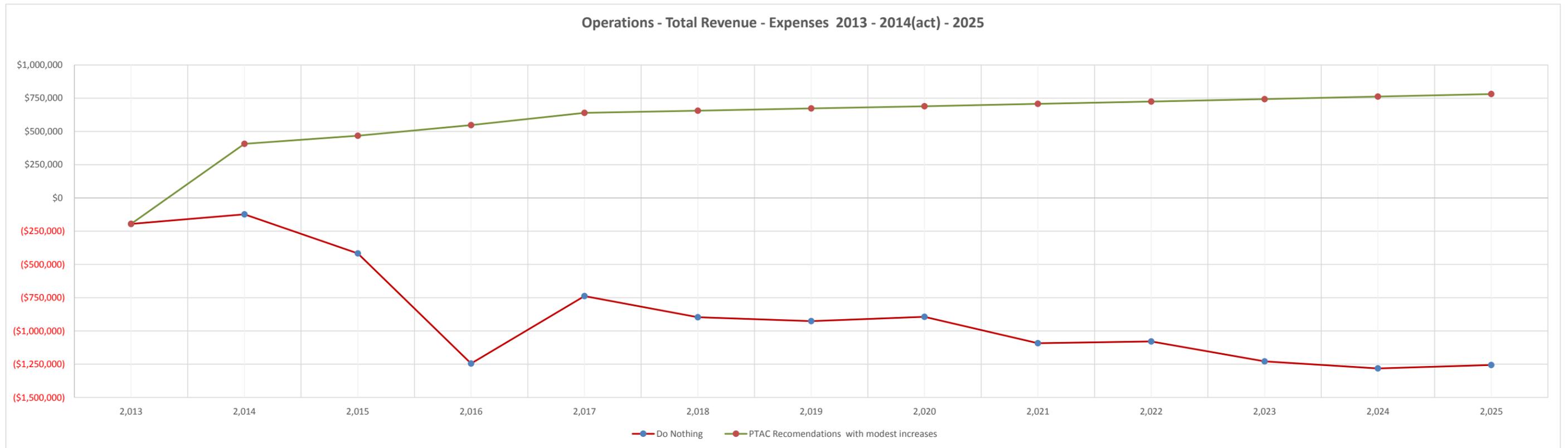
\*\*\* AECE = Estimated Cost increase 25%

\*\*\*\* In 2017 Parking Permits at Lincoln Creek is modeled at 250 cars at \$100 permit or \$25,000 25%

\*\*\*\*\* Assumption is that receivable/payable balance remains constant after 2014 25%

\*\*\*\*\* FY 12 and 13 represent TOTAL cash, beginning FY 14 cash is split between operations and reserves 25%

**Parking and Transportation Advisory Committee**  
**Finance Sub-Working Group**  
**Operations Graph, Do Nothing vs PTAC recommendations with modest increases**



	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Do Nothing		(\$139,868)	(\$195,105)	(\$123,026)	(\$416,756)	(\$1,244,782)	(\$738,178)	(\$897,081)	(\$926,307)	(\$894,070)	(\$1,091,540)	(\$1,078,391)	(\$1,228,462)	(\$1,281,716)
PTAC Recommendations with modest increases		(\$139,868)	(\$195,105)	\$406,902	\$467,616	\$547,624	\$640,345	\$656,458	\$672,977	\$689,912	\$707,273	\$725,072	\$743,320	\$762,027

Notes  
Do nothing line is taken from Total Revenue - Expenses from Pro-forma 0% revenue increases tab  
PTAC Recommendations with modest increases is taken from Total Revenue - Expenses - Modeling Pro Forma tab

**Parking and Transportation Advisory Committee**  
**Finance Sub-Working Group**  
**Parking Modeling Pro-forma - Renewal and Replacement Reserve**  
**FY 2015-2025 shown, model runs to 2045**

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
<b>BEG. FUND BAL .</b>	<b>\$ 302,559</b>	<b>\$ 578,298</b>	<b>\$ 890,621</b>	<b>\$ 300,071</b>	<b>\$ 357,115</b>	<b>\$ 302,289</b>	<b>\$ 279,974</b>	<b>\$ 353,062</b>	<b>\$ 293,285</b>	<b>\$ 314,915</b>	<b>\$ 253,798</b>	<b>\$ 208,418</b>
<b>A. Transfer from Operations</b>	406,902	659,313	548,831	644,711	647,376	663,622	680,277	697,349	714,850	732,791	751,183	770,036
<b>Capital&amp; Renewal and Replacement Schedules</b>												
South Campus Gravel Lots 1,2 &3 Paving (P&I)				127,415	127,415	127,415	127,415	127,415	127,415	127,415	127,415	127,415
South Campus Gravel Lots 4,5 &6 Paving (P&I)					94,787	94,787	94,787	94,787	94,787	94,787	94,787	94,787
Lincoln Creek Gravel Lot Paving (P&I)						113,735	113,735	113,735	113,735	113,735	113,735	113,735
Fair/poor lots funded by 20 year debt							71,251	161,763	228,224	228,224	228,224	228,224
2023 Cost "bubble" financed by 20 year debt										-	9,713	9,713
2036-2039 Cost "bubble" financed by 20 year debt												
Total Debt Service	-	-	-	127,415	222,202	335,937	407,189	497,700	564,162	564,162	573,875	573,875
Renewal and Replacement - Annual Outlays	131,163	346,990	1,139,382	460,252	480,000	350,000	200,000	259,426	129,059	229,747	222,688	140,227
<b>B. Total R &amp; R - Outlays</b>	<b>131,163</b>	<b>346,990</b>	<b>1,139,382</b>	<b>587,667</b>	<b>702,202</b>	<b>685,937</b>	<b>607,189</b>	<b>757,126</b>	<b>693,220</b>	<b>793,908</b>	<b>796,563</b>	<b>714,102</b>
<b>R &amp; R only Net Income (A - B)</b>	<b>275,739</b>	<b>312,323</b>	<b>(590,550)</b>	<b>57,044</b>	<b>(54,826)</b>	<b>(22,315)</b>	<b>73,088</b>	<b>(59,777)</b>	<b>21,630</b>	<b>(61,117)</b>	<b>(45,380)</b>	<b>55,934</b>
<b>END. FUND BAL</b>	<b>\$ 578,298</b>	<b>\$ 890,621</b>	<b>\$ 300,071</b>	<b>\$ 357,115</b>	<b>\$ 302,289</b>	<b>\$ 279,974</b>	<b>\$ 353,062</b>	<b>\$ 293,285</b>	<b>\$ 314,915</b>	<b>\$ 253,798</b>	<b>\$ 208,418</b>	<b>\$ 264,352</b>

Note

Total Renewal and Replacements(Capital Improvements) for the 30 year period = \$27,963743, with \$17,272,481 Financed and \$10,691,262 in cash