

1 **Parking Ratepayer's Board**
2 **June 12, 2009**
3 **Minutes**

4
5 **Members Present:** Rick Church, Marguerite Bouraad-Nash, Victoria Wing and Kate Deutsch
6 **Members Absent:** Vickie Scott, Victoria Wing, Sandra Featherson, Dan Givens, JP Primeau and
7 Charlie Arreola
8 **Staff Present:** Robert Defendini and Leslie Mancebo
9

10 **I. Roll Call**

11 The meeting was called to order at 2:10pm.
12

13 **II. Introduction of Guests**

14 No guests were in attendance.
15

16 **III. Approval of Minutes from PRB meeting on April 13, 2009 and PRB/TAB Combined**
17 **meeting on May 18, 2009**

18 The minutes from the PRB meeting on April 13th and the PRB/TAB combined meeting on May 18th
19 were not approved because there was not a quorum present.
20

21 **IV. Announcements from the Chair**

22 Chair Church did not have any announcements.
23

24 **V. Discussion of the Chancellor's response to previous recommendations**

25 Chair Church explained to the board that he and Marc Fisher have exchanged a series of emails
26 regarding the recommendations made by the PRB in November 2008 and January 2009 and the
27 response from the Chancellor. The Chancellor's response to the recommendation made in January
28 2009 to gradually increase parking lot reservation rates was that he will reconsider the rate
29 increase in the 2010-2011 school year. The Chancellor's response to the recommendation made in
30 November 2008 to encourage camps and afterschool programs to work in coordination with
31 Transportation and Parking Services to include parking costs into the price to attend these
32 programs. Chancellor Yang asked Robert Defendini and Marc Fisher to meet with Vice Chancellor,
33 Michael Young to continue to discuss a possible solution.

34 Marguerite Bouraad-Nash noted that it is important for the parking lot reservations rates be
35 increased because the current pricing is not fair for other parking ratepayers on campus. The
36 current rates provide a lower rate for a higher level of service. Marguerite Bouraad-Nash added
37 that the Parking Ratepayers Board should not consider raising other parking rates until the
38 Chancellor accepts the recommendation to increase lot reservation rates to a fair level.

39 Victoria Wing suggested that Parking Services should discourage departments from using parking
40 lot reservations while they remain at the \$2 per space rate.

41 Robert Defendini noted that he agrees that the parking lot reservation rates are low and that he
42 has already changed the rates for lot reservations from \$200 per reservation, regardless of the
43 number of spaces reserved, to the \$2 per space reservation rate to make the rates more fair.

44 Rick Church asked Robert Defendini if Transportation and Parking Services (TPS) has been
45 working with the Recreation Center administration to find a way for parents to pay for parking and
46 park safely and legally when they drop off or pick up their children from afterschool programs
47 housed at the Recreation Center and Robertson Gym. Robert Defendini responded that he initially
48 offered the Recreation Center a permit structure similar to that of the Children's Center, in which

49 parents can purchase 30 minute drop-off/pick-up permits for designated locations. The Recreation
50 Center administration did not want to work out a permit model until Parking Services
51 Representatives began ticketing heavily, and now the Recreation Center and TPS are working
52 towards a solution.

53

54 **VI. Discussion of the 2009-2010 Parking Operations Budget**

55 The Board reviewed the 2009-2010 Parking Operations (Attachment A) and Reserves Budget
56 (Attachment B).

57 Chair Church asked Robert Defendini how he plans to pay the 9.5% net increase in the cost of
58 court fees and Robert responded that the savings is in salaries, wages and benefits for the
59 positions that will not be filled in the department as well as the lack of raises that were budgeted.

60 Victoria Wing asked Robert Defendini where TPS stands in the process of finding a new parking
61 permit sales vendor and Robert responded that the search committee has narrowed the options to
62 two vendors who finished their product demonstrations on Friday, June 6th. A decision will be
63 made by July.

64 Marguerite Bouraad-Nash asked why TPS is paying a large amount for signs on campus and
65 Robert Defendini responded that signs regularly need to be replaced and added and this helps to
66 ensure that the best instructions possible are given to those who use the parking lots and
67 structures.

68 Chair Church noted that it is odd on the 10 month actual column for Facilities Management (FM)
69 labor charges ended up a round number. He added that if FM bills by the hour for actual work it is
70 very unlikely that the total end up as clean as \$181,000.00. Victoria Wing added that when her
71 department requests services from FM they are able to also request a statement detailing the
72 number of employees and hours of work to support the bill. Robert Defendini noted that he expects
73 to get a memorandum of understanding with FM in the 2009-2010 year. Marguerite Bouraad-Nash
74 asked to see the MOU before it is signed and Robert agreed.

75 Robert Defendini summarized the budget discussion by explaining that there is not currently a plan
76 to raise rates for the 09-10 fiscal year, TPS expects to meet the debt service and credit to the
77 reserve without raising rates.

78

79 **VII. Summer Scheduling – Please bring your schedule**

80 There were too few members present to discuss scheduling. Leslie will follow up via email.

81 **IX. Future Agenda Items**

82 The Board requested that Marc Fisher come to an upcoming meeting to explain the Facilities
83 Management billing process.

84 **IX. Public Comment**

85 No public comment.

86

87 *Meeting adjourned at 3:35 pm*

TPS
Parking Operations Budget 2008-09

09-10 BUDGET 6/5/2009	06-07 12 mo.	06-07 12 mo.	07-08 12 mo.	07-08 12 mo.	08-09 12 mo.	08-09 9 mo	08-09 12 mo.	09-10 12 mo.
ALL SOURCES OF REVENUE	Budget	Actual	Budget	Actual	Budget	Actual	Projected	Budget
Subscribed Permit Sales	\$2,470,000	\$2,488,144	\$2,510,000	\$2,462,193	\$2,552,549	\$2,020,485	\$2,372,485	\$2,372,500
FM Labor in Lots								(\$376,500)
Police							(\$11,010)	(\$11,000)
Department Recharges	\$300,000	\$397,260	\$330,000	\$457,872	\$465,000	\$387,956	\$483,956	\$484,000
Non-Subscribed Transient Permit Sales								
Pay Station Credit Cards	\$911,612	\$1,004,719	\$1,031,826	\$1,189,391	\$1,156,000	\$876,346	\$1,168,461	\$1,168,500
Bank Fees							(\$48,951)	(\$50,000)
Pay Station Cash	\$368,991	\$363,615	\$382,700	\$364,552	\$342,000	\$248,072	\$330,763	\$330,800
Sales Office & Large Group Sales	\$186,400	\$147,522	\$147,500	\$64,798	\$87,000	\$32,906	\$43,875	\$43,900
Access Cards	\$20,076	\$23,296	\$23,300	\$16,352	\$12,000	\$7,710	\$10,280	\$10,300
Meters	\$100,000	\$67,935	\$69,800	\$37,691	\$38,000	\$16,020	\$21,360	\$21,400
Lock-In Assessments	\$209,000	\$216,975	\$222,975	\$227,547	\$227,000	\$177,666	\$230,113	\$230,100
Interest Earnings (STIP)	\$152,000	\$250,494	\$200,000	\$242,070	\$250,000		\$199,093	\$199,100
Campus Appropriation	\$250,000	\$250,000	\$176,000	\$176,000	\$176,000	\$1,340	\$176,000	\$170,000
Repay Loan	\$42,987	\$43,137						
Misc. Events		\$299						
Halloween Reimbursement		\$36,461	\$46,000	\$37,615	\$75,000		\$34,351	\$34,400
Total Revenue '08-09:	\$5,011,066	\$5,289,857	\$5,140,101	\$5,276,081	\$5,380,549	\$3,768,501	\$5,010,776	\$4,627,500
Salaries/Wages/Benefits	\$892,009	\$802,047	\$900,421	\$853,225	\$961,914	\$593,320	\$800,982	\$812,049
Campus Services/Recharges								
FM Labor in Lots	\$230,705	\$276,262	\$287,830	\$318,737	\$312,868	\$181,000	\$362,000	\$376,500
FM Labor in Lots								(\$376,500)
Utilities	\$163,500	\$104,954	\$163,500	\$182,279	\$185,200	\$175,134	\$219,512	\$220,000
FM Janitorial / Small Maintenance/Lighting	\$40,470	\$37,398	\$38,573	\$16,000	\$26,500	\$9,970	\$13,293	\$13,300
Police	\$10,000	\$10,910	\$10,000	\$10,150	\$11,010		\$11,010	\$11,000
Police							(\$11,010)	(\$11,000)
NSFAS	\$34,265	\$28,250	\$25,000	\$19,255	\$20,000		\$70,298	\$101,403
Common Fund/Insurance/Mail/HR	\$12,000	\$12,816	\$12,400	\$15,617	\$13,500	\$10,929	\$14,572	\$14,600
IS&C /Computer Connects	\$12,982	\$5,573	\$6,300	\$11,057	\$10,000	\$3,784	\$5,045	\$5,000
Communication Services	\$11,720	\$8,406	\$9,000	\$9,306	\$10,000	\$7,414	\$9,885	\$9,900
Transportation Services	\$13,592	\$25,881	\$27,700	\$25,734	\$24,000	\$19,529	\$26,039	\$26,000
Central Stores / Furniture Services	\$9,908	\$6,844	\$7,300	\$6,989	\$7,500	\$4,549	\$6,065	\$6,100
Other (Artworks/Printing/Bookstore)	\$2,629	\$3,141	\$2,800	\$4,548	\$5,000	\$447	\$596	\$600
Total Campus Recharges	\$541,771	\$520,435	\$590,403	\$619,672	\$625,578	\$412,756	\$727,306	\$396,903
Contractual Services								
Permits & on-line sales	\$137,324	\$89,633	\$100,000	\$86,350	\$140,000	\$74,560	\$140,000	\$140,000
Shuttle Service / Valet Parking		(\$4,120)						
Bank Fees for Pay Stations	\$62,000	\$33,352	\$62,000	\$46,152	\$50,000	\$36,713	\$48,951	\$50,000
Bank Fees for Pay Stations							(\$48,951)	(\$50,000)
Sparks Parking Meters		\$9,000	\$9,700	\$11,314	\$10,000	\$11,162	\$21,819	\$21,800
Temporary Services		\$3,010		\$1,022				
Dispenser monitoring,reporting,warranty,parts	\$75,000	\$100,490	\$75,000	\$78,932	\$85,000	\$65,429	\$87,239	\$87,200
Lot Surveys			\$24,000	\$8,148	\$24,000			
Signage	\$5,000	\$4,323	\$3,000	\$1,254	\$2,500	\$2,272	\$3,029	\$3,000
Total Contractual Services	\$279,324	\$235,688	\$273,700	\$233,172	\$311,500	\$190,136	\$252,087	\$252,000
Other								
Advertising/Promotion	\$300	\$146	\$2,000	\$468	\$600	\$132	\$176	\$200
Training	\$2,500	\$5,524	\$9,650	\$610	\$5,000	\$420	\$560	\$500
Travel	\$5,500	\$1,148	\$4,000	\$2,661	\$2,500	\$7,000	\$7,000	
Verizon Wireless	\$3,400	\$5,854	\$6,100	\$7,319	\$7,500	\$4,248	\$5,664	\$7,125
Uniforms	\$1,700	\$1,519	\$1,500	\$1,015	\$800	\$450	\$600	\$600
Computers & Computer Supplies	\$8,500	\$19,276	\$25,000	\$16,984	\$17,500	\$7,568	\$10,091	\$10,100
Outside Printing & Paper	\$14,000	\$17,774	\$25,000	\$10,895	\$15,000	\$10,113	\$13,484	\$13,500
General Supplies	\$12,050	\$13,358	\$18,000	\$16,164	\$15,000	\$10,977	\$14,636	\$14,600
Safety Supplies				\$1,102	\$1,500	\$1,183	\$1,577	\$1,600
In House Recharged Labor / Special Pay		\$8,430		\$4,441				
Lot Operating Projects	\$150,000	\$223,725	\$156,000	\$193,605	\$247,274	\$507	\$247,274	
Relocation Expenses				\$5,355				
Halloween (request for full reimbursement)		\$36,461	\$46,000	\$37,393	\$75,000	\$34,351	\$34,351	\$34,400
Total Other	\$197,950	\$333,215	\$293,250	\$298,012	\$387,674	\$76,949	\$335,413	\$82,625
Total Supplies & Expenses	\$1,019,045	\$1,089,338	\$1,157,353	\$1,150,856	\$1,324,752	\$679,841	\$1,314,806	\$731,528
IPARQ Liens						\$8,670		
Total Operating Expenses	\$1,911,054	\$1,891,385	\$2,057,774	\$2,004,081	\$2,286,666	\$1,273,161	\$2,115,788	\$1,543,577
Balance (Net in Operations)	\$3,100,012	\$3,398,472	\$3,082,327	\$3,272,000	\$3,093,883	\$2,486,670	\$2,894,988	\$3,083,923

betty.ny/ban

NOT FOR REDISTRIBUTION. INTERNAL USE ONLY. PLEASE ADDRESS QUESTIONS TO R. DEFENDINI 893-7032.

TPS
Parking Operations Budget 2008-09

PARKING RESERVES

Reserves Summary '08-09 vs. '09-10	08-09 10 month	08-09 12 month	09-10 12 month
Carry Forward 71550	\$3,717,466	\$3,717,466	\$5,262,417
Project Complete - Structure 10 as appropriation	\$1,600,461	\$1,600,461	
Adjustment for 19900 Carry Forward	\$223	\$223	
Annual Earnings	<u>\$4,431,903</u>	<u>\$5,123,252</u>	<u>\$5,117,500</u>
TOTAL FUNDS AVAILABLE FOR OPERATIONS	<u>\$9,750,052</u>	<u>\$10,441,401</u>	<u>\$10,379,917</u>
Total Operating Expense	\$1,427,072	\$2,112,361	\$2,139,140
Accrued Expense	\$11,040	\$25,440	
Reserve Expense			
Pay Stations (Digital)	\$183,141	\$183,141	\$97,000
Pay Stations (Comm Services)	\$2,861	\$2,861	\$3,000
Pay Stations (Housing)	(\$7,699)	(\$7,699)	
Pay Station Supplies	\$241	\$2,121	
Smart Meters			\$6,500
FM 120-40 Los Carneros	\$5,572	\$5,860	
FM 166-19 Waterproofing		\$4,200	
FM 166-21 Pay Station Electrical	\$362	\$362	\$500
FM 166-22 Lot 12 Landscaping	\$19,890	\$19,890	
FM 166-23 Mesa Parking ASR Eval	\$9,906	\$9,906	
FM 166-24 Kiosks Comm	\$5,861	\$5,988	\$6,000
FM 166-25 Repair Campell Service Lot	\$21,111	\$21,111	
FM 166-26 Lot 23 Roadway	\$10,992	\$10,992	
FM 166-27 '08-09 Lot Repairs	\$3,990	\$62,930	
FM Lot 12 Landscaping	\$10	\$10	
FM Install Window	\$184	\$184	
FM Elevators	\$840	\$840	\$1,000
FM Major Lot Projects (Devereux / Coal Oil Point)			\$20,000
FM Infrastructure Renewal (2.2% share of total cost)			<u>\$389,661</u> [plus \$393,827 in FY 2010-11]
Total Reserve Expense	\$257,262	\$322,696	\$523,661
Debt Structure 1	\$271,747	\$757,213	\$757,213
Debt Structure 2	\$288,426	\$785,803	\$785,803
Debt Structure 3	\$441,429	\$1,175,471	\$1,175,471
Liens Debt Service	<u>\$1,711,969</u>		
Total Structures	\$2,713,571	\$2,718,487	\$2,718,487
All Operations Credits	\$9,750,052	\$10,441,401	\$10,379,917
All Operations Debits	\$4,408,945	\$5,178,985	\$5,381,288
Net	<u>\$5,341,107</u>	<u>\$5,262,417</u>	<u>\$4,998,629</u>
Credit to Reserves	\$5,340,885	\$5,262,417	\$4,998,629
Credit Return to 19900	\$223		