

CITY CLERK/PARKING ADMINISTRATION

Parking Administration is a revenue producing department made up of the following employees: one Supervisor, one Assistant Supervisor for the VES Program, one Installation and Repair person, one Assistant Installation and Repair person, four Parking Control Enforcement Officers.

Working under the control of the City Clerk this department generates revenue for the city through enforcement of applicable laws and city policies relating to vehicles parking in violation of city statutes, and city policies relating to residential parking and abandoned vehicle code infractions.

Goals and Objectives:

Upon recommendation of City Fleet Manager, we will continue to replace vehicles on our "Vehicle Cycle Program" with hybrid vehicles to save in fuel costs; continue to educate the public regarding disabled parking through the VES (Volunteer Enforcement Specialist); continue to work with downtown patrons in regards to parking problems, act as ambassadors in assisting the general public, and at the same time, maintain efficiency and professionalism in carrying out our works and responsibilities pertaining to our job.

Services Provided

- Install, maintain & collect revenue from parking meters
- Enforce and issue citations to vehicles parked in violation of city statutes;
- Enforce city policies relating to residential parking and abandoned vehicle code infractions;
- Respond to citizen complaints concerning abandoned vehicles and issue ticket(s) and /or warnings when necessary;
- Report illegal vehicles and other illegal activities to appropriate department;
- Post "No Parking" signs and bag meters for merchants in downtown area when needed;
- Post "No Parking" signs for construction on streets in city and maintain the "No Parking" on these streets by either ticketing or towing of vehicles when milling or repaving.

PARKING ADMINISTRATION
 Dept # 0132
 2012 BUDGET COMPARISON

	2010 ACTUAL	2011 ACTUAL THRU 30-Jun-2011	2011 REVISED BUDGET	2012 SUBMITTED	\$ INCREASE (DECREASE) FROM 2011 REVISED	% CHANGE FROM 2011 REV TO 2012
5111 TOTAL WAGES	318,949		320,185	321,346	1,161	0.36%
5131 PERF - EMPLOYERS SHARE	24,718		27,216	32,135	4,919	
5132 FICA	23,413		24,494	24,583	89	
5134 LIFE MEDICAL & HEALTH INSURAN	79,200		81,600	94,400	12,800	
5136 UNEMPLOYMENT COMPENSATION	317		320	321	1	
5137 WORKERS COMP INSURANCE	4,468		4,821	3,798	(1,023)	
5138 CLOTHING ALLOWANCE	4,171		4,500	-	(4,500)	
513A PERF - EMPLOYEES/PD BY CITY	9,568		9,606	9,640	34	
513R RETIREES HEALTH INSURANCE	9,900		10,200	11,800	1,600	
Total 5100	\$474,704	\$241,036	\$482,942	\$498,023	\$15,081	3.12%
5219 OTHER OFFICE SUPPLIES	1,456		1,000	1,000	-	
5231 GASOLINE	9,482		12,129	13,755	1,626	
5299 OTHER MATERIALS & SUPPLIES	323		2,500	2,500	-	
Total 5200	\$11,261	\$6,287	\$15,629	\$17,255	\$1,626	10.40%
532C CELL PHONE	378		384	384	-	
5331 PRINTING OTHER THAN OFFC SUPPL	233		1,000	1,000	-	
5342 LIABILITY INSURANCE	3,933		3,838	3,917	79	
5369 CONTRACTED SERVICE	1,205		600	1,200	600	
536N GARAGE CONTRACT - NONTARGET	857		1,988	3,479	1,491	
536T GARAGE CONTRACT - TARGET	9,499		12,197	15,298	3,101	
5399 OTHER SERVICES AND CHARGES	1,521		2,000	2,000	-	
539B MASTER LEASE	42,224		30,186	17,555	(12,631)	
Total 5300	\$59,851	\$34,759	\$52,193	\$44,833	(\$7,360)	- 14.10%
Total 5400	\$-	\$-	\$-	\$-	\$-	
Total	\$545,816	\$282,082	\$550,764	\$560,111	\$9,347	1.70%

Parking Administration 2012-2016 Capital Improvement Program

FUNDING SOURCE CODE:	GRP-Grant Pending	PT-Property Tax
CC-Cumulative Capital Fund	LE-Lease	RB-Revenue Bond
CDBG-Community Development Block Grant	InfraBd-Infrastructure Bond	ST-State Source
CEDIT-Co. Economic Development Income Tax	LRS-Local Roads & Streets	SU-Sewer Utility
CO-County Source	MISC-Miscellaneous	SWU-Stormwater Utility
FED-Federal Source	MVH-Motor Vehicle Highway	TIF-Tax Increment Financing
GOB-General Obligation Bond	PCBF-Park Cumulative Bldg. Fund	UF-User Fee
GRA-Grant Approved	PS-Private Source	WU-Water Utility

Item #	Project Title & Description	Funding Source	Expenditure				
			2012	2013	2014	2015	2016
1	Vehicle Replacement						
	1) 2006 GMC Sierra with lift gate - Vehicle #26012	LE-Lease	-	29,000	-	-	-
	2) 2005 GMC Sierra with lift gate - Vehicle #25315	LE-Lease	-	29,000	-	-	-
	3) 2006 Ford Escape - Vehicle #26316	LE-Lease	-	-	27,000	-	-
	4) 2008 Ford Escapes - Vehicles #28320 and #28321	LE-Lease	-	-	-	54,000	-
	5) 2008 Ford Escape - Vehicle #28319	LE-Lease	-	-	-	-	27,000
TOTAL			-	58,000	27,000	54,000	27,000