

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
 2011 BUDGET COMPARISON

	2009 ACTUAL	2010 ACTUAL THRU 30-Jun-2010	2010 REVISED BUDGET	2011 SUBMITTED	\$ INCREASE (DECREASE) FROM 2010 APPR	% CHANGE FROM 2010 APPR TO 2011
5111 TOTAL WAGES	320,690		316,994	320,185	3,191	1.01%
5131 PERF - EMPLOYERS SHARE	23,250		24,567	27,216	2,649	
5132 FICA	23,490		24,250	24,494	244	
5134 LIFE MEDICAL & HEALTH INSURAN	81,000		79,200	81,600	2,400	
5136 UNEMPLOYMENT COMPENSATION	350		317	320	3	
5137 WORKERS COMP INSURANCE	3,590		4,468	4,821	353	
5138 CLOTHING ALLOWANCE	5,708		4,500	4,500	-	
513A PERF - EMPLOYEES/PD BY CITY	9,620		9,510	9,606	96	
513R RETIREES HEALTH INSURANCE	9,000		9,900	10,200	300	
Total 5100	\$476,698	\$235,258	\$473,706	\$482,942	\$9,236	1.95%
5219 OTHER OFFICE SUPPLIES	963		1,000	1,000	-	
5231 GASOLINE	8,221		12,653	12,129	(524)	
5299 OTHER MATERIALS & SUPPLIES	1,868		2,500	2,500	-	
Total 5200	\$11,052	\$5,178	\$16,153	\$15,629	(\$524)	- 3.24%
532C CELL PHONE	342		384	384	-	
5331 PRINTING OTHER THAN OFFC SUPPL	-		1,000	1,000	-	
5342 LIABILITY INSURANCE	5,657		3,933	3,838	(95)	
5369 CONTRACTED SERVICE	5,255		5,100	600	(4,500)	
536N GARAGE CONTRACT - NONTARGET	4,641		2,554	1,988	(566)	
536T GARAGE CONTRACT - TARGET	11,513		9,499	12,197	2,698	
5399 OTHER SERVICES AND CHARGES	161		2,000	2,000	-	
539B MASTER LEASE	47,090		42,226	30,186	(12,040)	
Total 5300	\$74,658	\$34,410	\$66,696	\$52,193	(\$14,503)	- 21.74%
Total 5400	\$-	\$-	\$-	\$-	\$-	
Total	\$562,409	\$274,847	\$556,555	\$550,764	(\$5,791)	- 1.04%

Parking Administration 2011-2015 Capital Improvement Program

<u>FUNDING SOURCE CODE:</u>	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				
			2011	2012	2013	2014	2015
1	<u>Vehicle Replacement</u>						
	1) 2006 GMC Sierra with lift gate - Vehicle #26012	LE	-	-	29,000	-	-
	2) 2005 GMC Sierra with lift gate - Vehicle #25315	LE	-	-	-	29,000	-
	3) 2006 Ford Escape - Vehicle #26317	LE	-	-	-	24,000	-
	4) 2006 Ford Escape - Vehicle #26316	LE	-	-	-	-	24,000
TOTAL			-	-	29,000	53,000	24,000