

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

705



SUBMITTAL DATE:
May 2, 2008

FROM: Department of Facilities Management

SUBJECT: Proposed Monthly Parking Rates for FY 2008/09 and FY 2009/10

RECOMMENDED MOTION: That the Board of Supervisors:

1. Set the proposed monthly parking rates for public hearing on July 15, 2008, (Clerk to advertise);
2. At the close of the public hearing, approve and adopt the proposed monthly parking rates as specified in Attachment "A" for FY 2008/09 and FY 2009/10, or approve and adopt one of the proposed two-tiered monthly parking rate scenarios provided in Attachment "B" for FY 2008/09; and
3. Direct the Department of Facilities Management to submit during the budget process for FY 2008/09 the amount needed to augment the department's Parking Division budget.

BACKGROUND: On March 25, 2008, the department submitted for Board consideration an increase in both monthly and non-monthly parking fees. (Continued)

Reviewed by
CIP TEAM
CH
Christopher Hans

Robert Field
Robert Field, Director
Department of Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	08/09, 09/10

SOURCE OF FUNDS: Intra-Internal Charges, Interfund-Parking, Parking Fees	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE
Jennifer L. Sargent
County Executive Office Signature BY: Jennifer L. Sargent

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Stone, seconded by Supervisor Ashley and duly carried, IT WAS ORDERED that the above matter is scheduled for public hearing on July 15, 2008 at 9:30 a.m., and that the Board recommends Scenario 2 on Attachment B to keep parking fees for County employees at current rate.

Ayes: Buster, Stone and Ashley
Nays: None
Absent: Tavaglione and Wilson
Date: June 24, 2008
xc. Facil. Mgmt., COB

Nancy Romero
Clerk of the Board
By: *Nancy Romero*
Deputy

Prev. Agn. Ref: 3/25/08 9.4 **ATTACHMENTS FILED WITH THE CLERK OF THE BOARD** District: All Agenda Number:

9.4

FISCAL PROCEDURES APPROVED
 ROBERT E. BYRD, AUDITOR-CONTROLLER
 BY: *Michael G. Alexander*
 MICHAEL G. ALEXANDER
 Departmental Controller
 FORM APPROVED COUNTY COUNSEL
 BY: *Gordon V. Woo*
 GORDON V. WOO
 DATE: 5/20/08

Policy Policy
 Consent Consent
 Dep't Recomm.:
 Per Exec. Ofc.:

BACKGROUND (continued):

During the hearing, the Board requested additional information regarding monthly fees for parking in the downtown parking structures. Ordinance 626 establishes county policy for the parking of vehicles on county-owned, leased, or operated parking facilities countywide.

Two-Tiered Monthly Parking Rate

As requested by the Board, Attachment "B" outlines information related to different scenarios of two-tiered parking fees for county and non-county cardholders. In addition, the department has included information related to the number of parking spaces within structures and county-owned lots in the downtown Riverside area.

The department has been informed by County Counsel that, if a two-tiered rate structure is adopted, a proposal to raise the rates may require consultation with the unions.

The question arose regarding if a taxable benefit would be established for county employees holding a monthly parking pass resulting from the establishment of a two-tiered rate structure. The Internal Revenue Service (IRS) was contacted by the Auditor-Controller's Office (ACO) for its interpretation. The IRS referenced its internal publication 15-B, "Qualified Transportation Benefits," which states that an employee may exclude up to \$220 per month from wages. Thus, the ACO has concluded that as long as the differential between the county and non county two-tiered monthly parking rate does not exceed \$220 per month a taxable benefit does not exist for county employees.

In accordance with Board Policy B-4, the department intends to review the county's parking rates annually to ensure full cost recovery for parking services. The department proposes a phased approach to increase the monthly parking rate over the next two fiscal years. As outlined in Attachment "A," effective July 1, 2008, the department recommends that the monthly parking card rate increase from \$35 to \$45 and effective July 1, 2009, the rate will increase from \$45 to \$55.

In addition, fleet vehicles parked in county parking structures will be charged the prevailing monthly cardholder parking rate (including fleet vehicles parked in the parking structure located at 4293 Orange Street in Riverside). Currently, the general public and county employees do not have access to utilize the Orange Street parking structure, which is strictly used for county fleet vehicle parking. The proposed monthly parking rates on Attachments "A" and "B" are applicable to all county-owned parking structures located in the downtown Riverside area. The department's current approved monthly parking rates were last adopted in FY 2002/03. The Auditor-Controller has reviewed the proposed rates.

Statistical Data of Parking Lots and Cardholders

The department has gathered the following statistical data regarding the total number of parking spaces in the downtown Riverside county-owned parking structures (commonly known as CAC Annex, 12th Street, and Riverside Centre) and county-owned surface lots:

Total Downtown Riverside County-Owned Parking Structure Spaces Per Structure	
Parking Structure	Number of Parking Spaces Per Structure
CAC Annex Parking Structure	741
12 th Street Parking Structure	982
Riverside Centre Parking Structure	407
Total:	2,130

BACKGROUND (continued):

Downtown Riverside County-Owned Surface Lot Spaces	
Surface Lot	Number of Parking Spaces Per Surface Lot
Lot 2	61 (Employee Only)
Lot 3	171 (Employee Only)
Lot 6A	36 (Employee Only)
Lot 6B	93 (Employee Only)
Lot 8	40 (Employee Only)
Lot 13	86 (Employee Only)
Lot 15	26 (Employee/General Public)
Public Defender (BB&K Lot)	108 (Employee Only)
Total:	621

Currently, the department's system does not provide the ability to track statistical data regarding monthly county cardholders compared to monthly non-county cardholders. Thus, the department conducted an intensive survey to determine this information for the purpose of this particular Board request. This information is provided in the statistical data table below.

On April 15, 2008, the Board approved an upgrade to the automated parking management system which as one of the components of the enhancement, will provide the ability to track statistical data and maintain records regarding how many monthly cardholders are county employees/county departments compared with how many are non-county employees/organizations.

In addition, the county currently provides the courts with 150 spaces in the 12th Street parking structure (at no cost to the courts) for juror parking. As of July 1, 2008, jury parking will be relocated from the 12th Street parking structure to various identified parking lots in the downtown vicinity. The department has already budgeted for FY 2008/09 anticipated revenue related to the monthly card holder revenue for the 150 parking spaces currently utilized for juror parking. The following table provides a breakdown of the number of monthly cardholders per parking structure (further categorized by paying county and non-county card holders vs. non-paying county and non-county cardholders):

Number of Monthly Card Holders Per Parking Structure			
Active Paying Cardholders	12th Street Parking Structure	CAC Annex Parking Structure	Riverside Centre Parking Structure
Active County Employee Paid Cards	184	176	
Active Department Paid Cards	169	56	320
Active Non-County Paid Cards	463	353	
Active Non-Paying Cardholders			
Active Non-Paying County Cards	49	56	
Other Non-Paying Issued Cards	91	40	87
Total:	956	681	407

BACKGROUND (continued):

It should be noted that while the 12th Street parking structure and CAC parking structure have more parking spaces available compared to the amount of spaces allocated for monthly cardholder passes, each parking structure holds a number of spaces in reserve to accommodate the general public who come to the downtown county offices to conduct daily business or attend board meetings or other county public hearings/meetings. Additional statistics related to both county and non-county monthly parking cards are attached as Attachment "C."

Also, the phased in approach for the monthly parking rate will not fully recover the department's Parking Division's costs for FY 2008/09. If approved, the department recommends returning during the FY 2008/09 budget process to request augmentation of the department's Parking Division budget. In the interim, the department will work with the Executive Office to refine the amount needed for augmentation.

ATTACHMENT A
Proposed Monthly Parking Rates

Effective July 1, 2008:

<u>Monthly Parking Rate – County and Non-County Cardholders</u>	<u>FY 2007/08 Current</u>	<u>FY 2008/09 Proposed</u>
Monthly Parking (FY 2008/09)	\$ 35.00	\$ 45.00

Effective July 1, 2009:

<u>Monthly Parking Rate – County and Non-County Cardholders</u>	<u>FY 2008/09 Proposed</u>	<u>FY 2009/10 Proposed</u>
Monthly Parking (FY 2009/10)	\$ 45.00	\$ 55.00

ATTACHMENT B

County Parking Structure Monthly Cardholder Count Data			
Paid Monthly Cards by Parking Structure	County Employee Cardholders	Non County Cardholders	Total
12th Street Structure	353	463	816
CAC Parking Structure	232	353	585
Total	585	816	1,401

Department Recommended Phased Rate Approach (Non-Tiered)			
	Monthly Cardholder Fee	# of Monthly Cardholders	Total Revenue
All Cardholders (FY 2008/09)	\$ 45	1,401	\$ 756,540

\$ 866,580	Monthly Parking Card Revenue in FY 08/09 Proposed Budget for 12th Street and CAC Parking Structures.
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\$ (110,040)	Projected Revenue Surplus/(Shortfall) (Department Recommended Phased Approach FY 08/09 Compared to Proposed FY 08/09 Revenue Budget)
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Two-Tiered County Parking Structures Fee Scenarios

Scenario 1			
	Monthly Cardholder Fee	# of Monthly Cardholders	Total Revenue
County Employee Cardholders	\$ 35	585	\$ 245,700
Non County Cardholders	\$ 55	816	\$ 538,560
Total		1,401	\$ 784,260

\$ (98,880)	Projected Revenue Surplus/(Shortfall) (Fee Scenario 1 Compared to Proposed FY 08/09 Revenue Budget)
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Scenario 2			
	Monthly Cardholder Fee	# of Monthly Cardholders	Total Revenue
County Employee Cardholders	\$ 35	585	\$ 245,700
Non County Cardholders	\$ 65	816	\$ 636,480
Total		1,401	\$ 882,180

\$ 15,600	Projected Revenue Surplus/(Shortfall) (Fee Scenario 2 Compared to Proposed FY 08/09 Revenue Budget)
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Scenario 3			
	Monthly Cardholder Fee	# of Monthly Cardholders	Total Revenue
County Employee Cardholders	\$ 45	585	\$ 315,900
Non County Cardholders	\$ 55	816	\$ 538,560
Total		1,401	\$ 854,460

\$ (12,120)	Projected Revenue Surplus/(Shortfall) (Fee Scenario 3 Compared to Proposed FY 08/09 Revenue Budget)
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Scenario 4			
	Monthly Cardholder Fee	# of Monthly Cardholders	Total Revenue
County Employee Cardholders	\$ 45	585	\$ 315,900
Non County Cardholders	\$ 65	816	\$ 636,480
Total		1,401	\$ 952,380

\$ 85,800	Projected Revenue Surplus/(Shortfall) (Fee Scenario 4 Compared to Proposed FY 08/09 Revenue Budget)
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+/- Revenue Difference Projections Based on Parking Structures Fee Scenarios								
	# of Monthly Cardholders	Scenario 1 (\$35/\$55)	Scenario 2 (\$35/\$65)	+/- Difference (Scenario 2 Compared to Scenario 1)	Scenario 3 (\$45/\$55)	+/- Difference (Scenario 3 Compared to Scenario 2)	Scenario 4 (\$45/\$65)	+/- Difference (Scenario 4 Compared to Scenario 3)
County Employee Cardholders	654	\$ 274,680	\$ 274,680	\$ -	\$ 353,160	\$ 78,480	\$ 353,160	\$ -
Non County Cardholders	747	\$ 493,020	\$ 582,660	\$ 89,640	\$ 493,020	\$ (89,640)	\$ 582,660	\$ 89,640
Total		\$ 767,700	\$ 857,340	\$ 89,640	\$ 846,180	\$ (11,160)	\$ 935,820	\$ 89,640

ATTACHMENT C

RIVERSIDE COUNTY
DEPARTMENT OF FACILITIES MANAGEMENT
PARKING CARD ANALYSIS - APRIL 2008

12th Street Parking Structure						
	Paid thru Payroll Deduction	Paid thru Journal Voucher	Paid by Check	Non-Paid (1)	Non-Paid (2)	Total
County						
Individuals	106		78		3	187
Assessor Clerk Recorder		6			1	7
Board of Supervisors					1	1
Community Health Agcy		7				7
District Attorney		55				55
Excutive Office					9	9
Facilities Management			1		15	16
Fire Department		1				1
Fleet Services					2	2
Flood Control		3				3
Information Technology		2				2
OASIS					1	1
Parks		1				1
RDCSS		15				15
RCRMC		2				2
Rideshare		75			11	86
Sheriff					3	3
TLMA					2	2
Transportation					1	1
Waste Management		1				1
Subtotal County Employee Cardholders:	106	168	79	0	49	402
Non-County						
Individuals	48		45			93
Automatic Access Systems					1	1
Bankruptcy Court					35	35
City of Riverside			220			220 (3)
Superior Courts	138					138
U.S. Pre Trial			6			6
U.S. Probation			4			4
U.S. Trustee			2			2
Other				55		55
Subtotal Non County Cardholders:	186	0	277	55	36	554
Total	292	168	356	55	85	956

- (1) 2 - Electric Vehicle Spaces, 6 FM Spaces, 24 Handicap, 6 Parking Enforcement, 16 Reserved, 1 Five Minute.
- (2) Other non-payment card holders.
- (3) City of Riverside pays an annual fee each year - approximately \$81,000, which includes Parking, Operation, Maintenance, and Utilities. Only 200 spaces, but 220 cards active.

RIVERSIDE COUNTY
DEPARTMENT OF FACILITIES MANAGEMENT
PARKING CARD ANALYSIS - APRIL 2008

Department of Facilities Management
Proposed Monthly Parking Rates for FY 2008/09 and FY 2009/10
May 2, 2008
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ATTACHMENT C (Continued)

CAC Parking Structure						
	Paid thru Payroll Deduction	Paid thru Journal Voucher	Paid by Check	Non-Paid (1)	Non-Paid (2)	Total
County						
Individuals	123		53		3	179
Assessor Clerk Recorder		12				12
Auditor-Controller		1			1	2
Board of Supervisors					13	13
Community Health Agcy		2			2	4
DPSS		6			1	7
EDA					1	1
Environmental Health		3			1	4
Executive Office					11	11
Facilities Management					15	15
Fire Department		2				2
Fleet Services					1	1
Flood Control		1				1
Information Technology		17			1	18
Mental Health		1			1	2
Office on Aging		1				1
Parks		3				3
RCDCSS		4				4
RCRMC					1	1
Rideshare		2				2
Sheriff					2	2
RCTC						
TLMA					1	1
Waste Management		1			1	2
Subtotal County Employee Cardholders:	123	56	53	0	56	288
Non-County						
Individuals	247		50			297
Atrium					3	3
Automatic Access Systems					2	2
RCTA					4	4
RCTC			33		4	37
Superior Courts	10				1	11
U.S. Pre Trial			2			2
WRCOG	11					11
Unknown					1	1
Other				25		25
Subtotal Non County Cardholders:	268	0	85	25	15	393
Total	391	56	138	25	71	681

- (1) 2 - Electric Vehicle Spaces, 3 FM Spaces, 10 Handicap, 2 Parking Enforcement, 1 Reserved, 2 Five Minute, 1 Atrium, 4 Motorcycles.
(2) Other non-payment card holders.

Paid Monthly Cards	County Employee Cardholders	Non County Cardholders	Total
12th Street Structure	353	463	816
CAC Parking Structure	232	353	585
Total	585	816	1401