

CITY CLERK/PARKING ADMINISTRATION

Parking Administration is a revenue producing department made up of the following employees: one Supervisor, one Installation and Repair person, one Assistant Installation and Repair person, two Officers to enforce parking meters, two Officers to enforce abandoned vehicles for entire city.

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; Parking Fleet upgraded in 2012 with two "Think" cars (electric vehicles saving on fuel; cost \$40.00 a year to operate; continue to educate the public regarding disabled parking; 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
 2013 BUDGET COMPARISON

	2011 ACTUAL	2012 ACTUAL THRU 30-Jun-2012	2012 REVISED BUDGET	2013 SUBMITTED	\$ INCREASE (DECREASE) FROM 2012 REVISED	% CHANGE FROM 2012 REV TO 2013
5111 TOTAL WAGES	322,205		321,346	327,773	6,427	2.00%
5131 PERF - EMPLOYERS SHARE	27,388		32,135	32,777	642	
5132 FICA	23,597		24,583	25,075	492	
5134 LIFE MEDICAL & HEALTH INSURAN	81,600		94,400	94,400	-	
5136 UNEMPLOYMENT COMPENSATION	320		321	328	7	
5137 WORKERS COMP INSURANCE	4,821		3,798	3,276	(522)	
5138 CLOTHING ALLOWANCE	1,789		-	4,500	4,500	
513A PERF - EMPLOYEES/PD BY CITY	9,666		9,640	9,833	193	
513R RETIREES HEALTH INSURANCE	10,200		11,800	11,800	-	
Total 5100	\$481,587	\$250,688	\$498,023	\$509,762	\$11,739	2.36%
5219 OTHER OFFICE SUPPLIES	906		1,000	1,000	-	
5231 GASOLINE	11,976		13,755	14,238	483	
5299 OTHER MATERIALS & SUPPLIES	934		2,500	2,500	-	
Total 5200	\$13,816	\$5,673	\$17,255	\$17,738	\$483	2.80%
532C CELL PHONE	282		384	360	(24)	
5331 PRINTING OTHER THAN OFFC SUPPL	85		1,000	1,000	-	
5342 LIABILITY INSURANCE	3,838		3,917	2,616	(1,301)	
5369 CONTRACTED SERVICE	617		1,200	48,636	47,436	
536N GARAGE CONTRACT - NONTARGET	6,418		3,479	2,198	(1,281)	
536T GARAGE CONTRACT - TARGET	12,197		15,298	11,389	(3,909)	
5377 CC BUILDING PARKING	-		-	3,168	3,168	
5399 OTHER SERVICES AND CHARGES	957		2,000	2,000	-	
539B MASTER LEASE	30,116		17,555	8,834	(8,721)	
Total 5300	\$54,510	\$41,142	\$44,833	\$80,201	\$35,368	78.89%
Total 5400	\$-	\$-	\$-	\$-	\$-	
Total	\$549,913	\$297,503	\$560,111	\$607,701	\$47,590	8.50%

Parking Enforcement 2013-2017 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				
			2013	2014	2015	2016	2017
1	Vehicle Replacement						
	a) 2006 GMC Sierra with lift gate - Vehicle #26012	LE-Lease	-	-	-	28,000	-
	b) 2005 GMC Sierra with lift gate - Vehicle #25315	LE-Lease	-	28,000	-	-	-
	c) 2008 Ford Escape - Vehicle #28320	LE-Lease	-	-	28,000	-	-
	d) 2008 Ford Escape - Vehicle #28321	LE-Lease	-	28,000	-	-	-
	e) 2008 Ford Escape - Vehicle #28319	LE-Lease	-	-	-	-	28,000
TOTAL			-	56,000	28,000	28,000	28,000