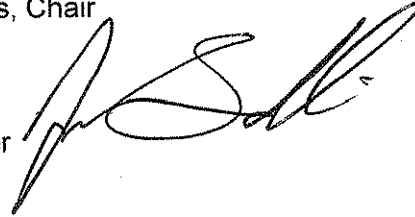


**CITY OF LOS ANGELES**  
INTRA-DEPARTMENTAL CORRESPONDENCE

DATE: February 7, 2011

**REVISED**TO: The Honorable City Council  
C/O City Clerk, Room 395, City HallAttention: Honorable Bernard C. Parks, Chair  
Budget & Finance CommitteeFROM: Amir Sedadi, Interim General Manager  
Department of TransportationSUBJECT: **SPECIAL PARKING REVENUE FUND (SPRF) 5-YEAR OPERATIONS AND  
MAINTENANCE PLAN – ORDINANCE NO. 181337 (CF 10-0600-S30)**

This report is submitted in response to Ordinance No. 181337, effective November 11, 2010, which amended Subsection 7 of Section 5.117 of the Los Angeles Administrative Code. The amendment required the Department of Transportation (DOT) to prepare a "5-Year Parking Operations and Maintenance Plan" for the Special Parking Revenue Fund (SPRF) that establishes the requisite funding for "the necessary maintenance, upgrades, technology and repairs of parking structures, meters, and related assets."

**EXECUTIVE SUMMARY**

Over the past few years, DOT has implemented major initiatives to improve Los Angeles parking operations through the support of the City Council and Mayor. While SPRF and permit parking revenue has increased 43% since FY08, the additional revenue generated has primarily been dedicated to help address the City's budget deficits due to the economic downturn. In the last two years, \$119 million have been declared as surplus and transferred to the General Fund and another \$10 million is budgeted to be transferred in FY11. In November 2010, The City Council approved amending the L.A. Administrative Code to require DOT to develop a "5-Year Parking Operations and Maintenance Plan" ("5-Year Plan") for SPRF to ensure adequate funding for a comprehensive and sustainable management of DOT's parking programs, prior to any declaration of an SPRF surplus. In addition, The Council approved any "surplus" funds transferred from SPRF are now considered a loan and are required to be returned to the fund within two years.

This report lays out a 5-Year Plan with major objectives and components. Consistent with DOT's FY11-12 budget proposal, the 5-Year Plan includes permit parking program as an eligible use of SPRF along with the existing metered parking and parking facilities programs. Altogether, these three parking programs cover close to 50,000 spaces in business districts and over 160 neighborhood permit districts. The 5-Year Plan represents a sound program strategy to ensure the sustainability of our current systems and the expansion into new technology, both of which are projected to result in increased revenue, reduced operating costs and benefits to the users.

Historically, the legislative intent of SPRF has been to expand the off-street parking supply in business districts with high parking demand and the need for turn-over being managed through on-street metered parking.

The City is facing its worst fiscal crisis and still experiencing major traffic congestion. It is appropriate

to review the SPRF's current legislative intent to ensure that it is best serving the public and that we develop a sustainable future. Accessibility to our neighborhood and business districts is critical to our mission. Safe, reliable, and convenient parking policies are keys to future success of our great City. Alternative strategies may collectively represent a smarter way to support business districts and manage congestion, as opposed to building more off-street parking spaces, as well as presenting more cost-effective and environmentally-conscious options. These "smart funding alternatives" for SPRF fall into the following categories:

- Providing access to existing parking not currently available to the public
- Improving parking availability through demand-based pricing and parking guidance
- Reducing parking demand by supporting alternate travel modes
- Attracting customers and spurring economic development through local business district and transportation enhancements, in conjunction with the above strategies

DOT currently employs similar strategies to address traffic congestion in the transportation planning process for new developments, recognizing that mitigation options are growing fewer and more limited. Building or acquiring new off-street parking can also be very expensive and requires increased City resources to manage and maintain. DOT suggests that "smart" alternatives should be explored, prior to or in conjunction with off-street expansion. These strategies include supporting transit and reducing parking demand through such options as a bicycle sharing pilot program, expanding the car share program, sharing existing private parking supplies through creative partnerships, investing in neighborhood streetscape and transportation enhancements to support businesses and boost the local economy.

DOT is presenting these ideas as potential future investments and looks forward to receiving feedback from the City Council and Board of Transportation Commissioners on these "smart funding alternatives" for SPRF. The Department recommends reporting back within 45 days on a comprehensive funding proposal including the costs and benefits of the identified "smart" alternatives. In conjunction with this report being discussed, DOT recommends that the City Attorney review and advise on the steps necessary to draft the ordinance to expand the eligible uses of the SPRF to include these smart alternatives.

## RECOMMENDATIONS

That the City Council, subject to the approval of the Mayor:

1. **APPROVE** the 5-Year Parking Operations and Maintenance Plan, as presented in this report and the attached documents, relative to the sources and uses of the Special Parking Revenue Fund to address the necessary maintenance, upgrades, technology and repairs of parking structures, meters, and related assets, beginning with Fiscal Year 2011-12.
2. **AUTHORIZE** the General Manager of the Department of Transportation, or his/her designated staff, working with the Office of the City Administrative Officer, to make ~~technical~~ adjustments to the 5-Year Operations and Maintenance Plan, consistent with the future approved budget for Fiscal Year 2011-12, as necessary to implement the intent of the budgetary and policy actions of the Mayor and Council.
3. **DIRECT** Department of Transportation to present this report to the Board of Transportation Commissioners and report back within 45 days with their feedback.
4. **DIRECT** the Department of Transportation to report back within 45 days on the costs and

benefits of the identified "smart funding alternatives" being considered for eligible uses of the Special Parking Revenue Fund.

5. **DIRECT** the City Attorney to review, advise, and prepare the necessary draft ordinance within 45 days to amend Section 5.117 of the Los Angeles Administrative Code to expand the eligible uses of the Special Parking Revenue Fund to include the identified "smart funding alternatives."

## DISCUSSION

### Background

The Special Parking Revenue Fund (SPRF) was established as a special fund to be the depository account of all revenue collected from parking meters and public off-street parking facilities in the City of Los Angeles that are administered by DOT Through the Board of Transportation Commissioners (BOTC). SPRF revenue has seen a dramatic increase over the last four fiscal years, primarily due to the implementation of operational and policy changes for metered parking.

The Mayor and City Council approved an increase in parking meter rates (minimum \$1.00/double the rate) and an expansion of hours/days of operation effective September 2008. Coupled with implementation of systematic refinements in pricing & policy; operational enhancement, installation of electronic locks and technological upgrades, resulted in a dramatic increase in meter revenue. Meter revenue went up almost 40% to \$29.36 million in fiscal year 2009 compared to \$21.19 million in fiscal year 2008, or an increase of \$8.17 million.

In fiscal year 2010, the department pursued the implementation of its parking technology initiative. Electronic locks were continued to be installed to replace mechanical locks providing unparalleled level of security & accountability. Technological enhancement in operation and enforcement were introduced and implemented (e.g. handhelds equipped with wireless technology for meter enforcement staff, sensors, communication center, smart phone application for real-time parking information, parking websites, etc.). With these improvements and enhancements, revenue increased by another 14.41% or \$4.23 million from previous fiscal year.

A smart lease-to-own meter program was presented to and approved by the Mayor and the City Council in fiscal year 2011. This program is an innovative way to bridge the funding gap the City needed to replace 'old' single space meters. With deployment of 10,000 Card & Coin single-space meters in the high-yielding revenue areas in the City, it solved LADOT's problem of aging, unreliable and vandal-prone parking meters. The department anticipates about three million dollars (\$3 million) in net revenue in the current fiscal year, which is a little over 12% increase from the previous fiscal year. Counting on the success of this fiscal year's lease-to-own program, the department was able to secure another authority to lease and deploy an additional 10,000 'smart' single space meters in the other parking meter zones. Credit card payment is now available at 36% of all metered spaces, and that number will grow to over 60% by the end of this fiscal year. The additional deployment projects the meter revenues to reach close to \$42 million in Fiscal Year 2012, representing an increase of about 11% and a level almost double the amount earned in fiscal year 2008.

In addition to the improvements in metered parking, the other parking divisions have also made notable advancements, especially considering their significant staffing shortages. The Parking Facilities Division is overseeing the building of two parking structures slated for opening in FY12 and state-of-the-art revenue control equipment is being installed at the Hollywood & Highland Facility in advance of the Cirque du Soleil opening at the adjacent Kodak Theater. The Parking Permits

division has recently implemented a pilot with Zipcar to provide car share vehicles in convenient on-street parking spaces in Hollywood and near the UCLA and USC campuses.

Altogether, operational and policy changes have grown meter revenue 78% over the last three years, totaling an additional \$37 million. The table below summarizes all SPRF and parking permit revenue over the last four fiscal years.

**Table 1. SPRF and Permit Parking Revenue**

| <u>Program</u> | <u>FY08</u> | <u>FY09</u> | <u>FY10</u> | <u>FY11 (est.)</u> |
|----------------|-------------|-------------|-------------|--------------------|
| Meters         | \$ 21.2 M   | \$ 29.4 M   | \$ 33.6 M   | \$ 37.8 M          |
| Facilities     | 15.7 M      | 15.4 M      | 15.6 M      | 14.6 M             |
| Permits*       | 2.0 M       | 2.8 M       | 2.8 M       | 3.2 M              |
| Totals         | 38.9 M      | 47.6 M      | 52.0 M      | 55.5 M             |

\*not currently SPRF (proposed for FY12)

While SPRF and permit parking revenue has increased 43% since FY08, the additional revenue generated has primarily been dedicated to help address the City's budget deficits due to the economic downturn. In the last two years, \$119 million have been declared as surplus and transferred to the General Fund and another \$10 million is budgeted to be transferred in FY11.

Ordinance No. 181337, effective November 11, 2010, amended Subsection 7 of Section 5.117 of the Los Angeles Administrative Code (Use of Money Deposited in Parking Meters and Revenue from Public Off-Street Parking Facilities), which now identifies a 5-Year Operations and Maintenance Plan ("5-Year Plan") to be proposed and updated at least annually by DOT and approved by the City Council. The objective of the funding and expenditure plan is to establish the requisite funding for "the necessary maintenance, upgrades, technology, and repairs of parking structures, meters, and related assets." The amended Subsection 7 requires that funding be provided for the 5-Year Plan and a new SPRF contingency account prior to the City Council determining that any residual money be surplus funds. In addition, any surplus funds transferred from SPRF (except for the first \$10 million in FY 10-11) shall be transferred only on a temporary basis and must be returned within two years. The full text of Section 5.117 of the L.A. Administrative Code, as amended on November 11, 2010, is provided in Appendix B for reference.

### 5-Year Plan Overview

The 5-Year Plan presented in this report and its appendices addresses the essential and appropriate funding for

- 1) capital improvement parking projects;
- 2) planning, maintenance and operation; and
- 3) debt service.

Year 1 of the plan is Fiscal Year 2011-12, and the plan is consistent with DOT's current proposed budget for that fiscal year. Any changes in the FY12 SPRF budget will require related adjustments to the 5-Year Plan. DOT proposes to update the plan each year in association with preparing the next fiscal year's SPRF proposed budget.

During last year's budget deliberations, the City Council directed DOT, working with the Offices of the City Attorney, the Chief Legislative Analyst, and the City Administrative Officer, to pursue incorporating the functions of the Parking Permits Division into SPRF (CF 10-0600). DOT has proposed this change in the Department's FY11-12 budget submission, and consistent with that proposal, the 5-Year Plan has been expanded to include the revenue and expenditures associated with these functions. The Parking Permits Division is responsible for implementing and managing

Council-approved Preferential Parking Districts, Overnight Parking Districts, Oversize Vehicle Parking Districts, and designated parking for car share and electric vehicles.

The 5-Year Plan therefore covers three major DOT parking programs: metered parking, parking facilities, and permit parking. The extent of these Citywide programs is characterized by the following summary:

- Metered Parking
  - 37,000 on-street spaces in 73 Parking Meter Zones
- Parking Facilities
  - 11,000 off-street spaces in 117 facilities
- Permit Parking (proposed in FY11-12 Budget)
  - 125 Preferential Parking Districts with 27,000 annual permits
  - 31 Overnight Parking Districts with 1,300 annual permits
  - 5 Oversize Vehicle Parking Districts
  - 31 on-street car share parking spaces

To best manage these three major parking programs over the next five years, DOT developed the 5-Year Plan incorporating the following guiding objectives and concepts:

- Make strategic capital investments to improve convenience and operational efficiency
  - Latest technology for equipment and staff
  - Automated performance measurement
  - Remote monitoring
  - Centralized reporting
- Establish and implement operational and maintenance standards for all programs
- Restore and maintain full professional program staffing to ensure effective and efficient programs and consistently deliver excellent customer service.
- Implement a coordinated parking management strategy among the three programs
  - Complimentary on-street vs. off-street parking rates, hours, and restrictions
  - Balanced business vs. residential needs with coordinated parking policies
  - Regular market rate analyses and parking studies conducted to ensure a market-driven approach to managing a limited parking supply
- Expand metered, permit, and off-street parking where appropriate
- Consider "smart funding alternatives" prior to building additional parking supply

#### 5-Year Plan Program Highlights

The following sections highlight the major components contained in the 5-Year Plan for each parking program. A complete list of program elements is presented in Appendix A.

##### a. Metered Parking

- Complete technology upgrades for all metered spaces
  - Upgrade remaining lots to Park & Pay Stations or Card & Coin meters
  - Purchase new Card & Coin meters for low-revenue areas where leasing is not an option
  - Remove meters where no longer needed due to changes in land use
- Strengthen security and accountability through housing upgrades and electronic locks for all equipment
- Conduct parking studies and expand metered parking to new areas

- Implement “guided” enforcement technology to improve compliance and enforcement efficiency
  - Support and expand the ExpressPark Program to implement demand-based pricing and parking guidance in additional high-demand areas
  - Incorporate recent and upcoming experience into a new RFP and implement a 7-year rolling meter upgrade cycle
- b. Parking Facilities
- New automated technology to reduce operational costs at all operated facilities
    - Revenue control equipment with credit card payment option
    - Remote monitoring to improve accountability and efficiency
    - Real-time parking availability reporting and signage
  - Develop and install standardized signage and wayfinding signs
  - Convert free parking spaces to paid metered parking where appropriate
  - Conduct market rate studies to ensure competitive and coordinated pricing
  - Comprehensive RFP for on-site parking facility management including capital equipment, operations, maintenance, landscaping, and advertising
- c. Permit Parking
- New technology to reduce costs and improve customer convenience
    - Web-based permit systems for “electronic” permits
    - Automated permit kiosks at service centers throughout the City
    - Automated enforcement capabilities
    - Technology-assisted parking studies for new areas
  - Reform program rules to ensure program objectives are consistently met, improve neighborhood access, and reduce annual re-authorization of temporary districts.
  - Coordinate local neighborhood parking management strategies with nearby metered business districts

5-Year Plan Financial Summary

The complete financial summary of the 5-Year Plan is presented in Appendix A. Exhibit A-1 represents the current condition, and Exhibit A-2 presents the plan assuming the implementation during this fiscal year of a long-term Public-Private Partnership (P3) for ~~seven~~nine parking structures (~~five~~seven under SPRF) that is currently being considered by the City Council. The following tables summarize the projected annual SPRF expenditures for the proposed 5-Year Plan, debt service, and the establishment of a 5% contingency account, and then identify the projected annual net revenue. Table 2 is based on the current condition, and Table 3 assumes the implementation of the P3 scenario described above.

**Table 2. SPRF 5-Year Plan Summary without P3**

|                         | <u>FY12</u>      | <u>FY13</u>      | <u>FY14</u>      | <u>FY15</u>      | <u>FY16</u>      |
|-------------------------|------------------|------------------|------------------|------------------|------------------|
| Operation & Maintenance | \$ 34.4 M        | \$ 38.7 M        | \$ 39.3 M        | \$ 40.0 M        | \$ 40.9 M        |
| Capital Expenditures    | \$ 9.3 M         | \$ 10.8 M        | \$ 4.9 M         | \$ 8.0 M         | \$ 8.1 M         |
| Debt Service            | \$ 9.3 M         | \$ 9.3 M         | \$ 9.0 M         | \$ 9.0 M         | \$ 9.0 M         |
| Contingency             | \$ 0.0 M         | \$ 1.9 M         | \$ 0.0 M         | \$ 0.0 M         | \$ 0.0 M         |
| <u>Net Revenue</u>      | <u>\$ 8.9 M</u>  | <u>\$ 5.3 M</u>  | <u>\$ 13.9 M</u> | <u>\$ 11.1 M</u> | <u>\$ 11.0 M</u> |
| <b>Totals</b>           | <b>\$ 62.0 M</b> | <b>\$ 66.0 M</b> | <b>\$ 67.1 M</b> | <b>\$ 68.1 M</b> | <b>\$ 69.0 M</b> |

**Table 3. SPRF 5-Year Plan Summary with P3**

|                         | <u>FY12</u>      | <u>FY13</u>      | <u>FY14</u>      | <u>FY15</u>      | <u>FY16</u>      |
|-------------------------|------------------|------------------|------------------|------------------|------------------|
| Operation & Maintenance | \$ 26.6 M        | \$ 30.8 M        | \$ 31.3 M        | \$ 32.1 M        | \$ 32.9 M        |
| Capital Expenditures    | \$ 8.4 M         | \$ 10.8 M        | \$ 4.9 M         | \$ 8.0 M         | \$ 8.1 M         |
| Debt Service            | \$ 0.6 M         | \$ 0.6 M         | \$ 0.4 M         | \$ 0.4 M         | \$ 0.4 M         |
| Contingency             | \$ 0.0 M         | \$ 1.9 M         | \$ 0.0 M         | \$ 0.0 M         | \$ 0.0 M         |
| <u>Net Revenue</u>      | <u>\$ 13.3 M</u> | <u>\$ 6.7 M</u>  | <u>\$ 15.0 M</u> | <u>\$ 11.8 M</u> | <u>\$ 11.3 M</u> |
| <b>Totals</b>           | <b>\$ 49.0 M</b> | <b>\$ 50.8 M</b> | <b>\$ 51.6 M</b> | <b>\$ 52.2 M</b> | <b>\$ 52.8 M</b> |

Revenue

Moving forward, with most of the parking meter zones equipped with 'smart' meter equipment, revenues are projected to escalate at a very conservative rate of .5 percent (0.5%) per year. It is prudent for the department to project conservatively due to the current economic climate and the not too bright future of the economy. The department, working with the Office of the City Administrative Officer (CAO), will revisit the meter revenue projection through the months/years as the plan progresses.

Included in this projection is the estimated increase of about \$1.435 million in parking revenue at Hollywood & Highland Garage brought about the Cirque de Soleil shows expected to open in the summer of 2011 and contracted to run for ten (10) years.

The exception to the cautious estimate in revenue is with the Permits revenue. Since the operation of the Permits Division is fee supported, the total estimated amount of fees collected is intended to cover the total expenditure of the division's operation in managing, administering and implementing the rules and regulations governing the various permit parking districts (preferential, overnight, and oversize vehicle) throughout the City. Also, no projections were made in parking revenues as a result of an increase in parking rates of for the seven off-street parking structures and lots being considered for the P3 initiative, using the CAO's revenue projections.

Expenditures

In order to achieve the objectives set forth above, LADOT has put together a 5-year Operations and Maintenance Plan that will include, but not limited to, capital improvement parking projects; planning, maintenance & operation; debt service, and safeguard and enhance revenue. Consumer Price Index (CPI) will be used to escalate the expenditures throughout the plan.

a. Capital Improvement Parking Project

Revenue Equipment Replacement and Enhancement

Pay Stations - The plan includes the purchase of additional pay stations to replace single space meters on remaining metered public parking lots.

Single Space Meters – "smart" single space meters is planned for new areas and/or major refurbishment in areas where the equipment have outlived its useful life.

Automated Pay Machines – Additional funding is included in Fiscal Year 2012 to upgrade and/or replace the revenue capital equipment with a state-of-the-art Parking Revenue and Access Control System (PARCS) on off-street parking structures and lots, which was put on-hold pending the public private partnership initiative.

Related Technology – The department will deploy the use of innovative technology on: coin collection and counting equipment, maintenance equipment (vehicles, computers, and communication equipment) and management systems, including revenue, auditing, reporting, and parking guidance.

b. Planning, Maintenance, Operation and Administration

Funding for the planning, maintenance, operation, and administration of the parking meters and off-street parking facilities City includes, but not limited to, the contract agreement for collection services; various contractual services (e.g. communication charges for Streetline (sensors & enforcement handhelds), cellular and laptops; various credit card charges and processing fees, professional services, annual maintenance contracts for pay stations, handhelds and coin room equipment, etc); parking facilities lease payments, and payments for 20,000 lease-to-own IPS parking meters.

The elimination of the head of the Bureau of Parking Operations and Facilities has left a big void in the bureau that is responsible in the management and oversight over the operations of the Permits, Meter Operations and Parking Facilities Division. This position is requested to be reinstated in the proposed FY11-12 budget. Two (2) administrative positions (Clerk Typist & Management Analyst I) in the Meter Operation Division that were eliminated in prior years are requested to be reinstated in FY2013. Additional positions requested are: one (1) Management Analyst II for the Meter Collection & Investigation; one (1) Parking Meter Technician added each year starting FY2013, one (1) Parking Meter Technician Supervisor I added ~~each year starting~~ in FY2013, two (2) Transportation Engineering Aide and System Analyst II for the Meter Operation, and one (1) Civil Engineering Drafting Technician for the Parking Facilities.

Also included is funding for the planning, maintenance, and administration of off-street parking facilities. A Request for Proposal (RFP) will be issued in FY2011 by the Department for a long-term contract to deal with the management & operation, including the repairs and maintenance, of off-street parking facilities, installation and/or upgrade of parking revenue control equipment and the landscaping, cleaning, sweeping & upkeep of off-street parking facilities that are either metered or free-of-charge. Monies are also incorporated in the plan for parking consultants to help the department in providing the expertise to help identify, analyze and plan for various revenue opportunities and mixed-use developments that are available for the parking lots.

Funding for a cyclical refurbishment of off-street parking lots of "free" and metered off-street parking lots are budgeted. Monies are set aside to refurbish off-street parking lots equipped single space metered and "free" lots converted to multi-space station-equipped parking lots and for parking meter parts, maintenance contracts on equipment and other ancillary charges for repairs and maintenance.

c. Debt Service

The 5-year Operations and Maintenance Plan incorporates payments on all debt services consisting of the Parking System Revenue Bonds (Series 1999-A) for the Hollywood & Highland Garage; the Parking System Revenue Bonds (Series 2003-A) for the Mangrove Estate, and amortization payments on MICLA funding for the construction of the following garages: Ventura Blvd. Garage in Studio City, Vine St Garage in Hollywood and Aiso St Garage in Downtown Los Angeles.

Smart Funding Alternatives for SPRF

In Subsection 2 of Section 5.117, the L.A. Administrative Code establishes the intent of the Special Parking Revenue Fund to acquire or construct off-street parking facilities within (or in close proximity to) Parking Meter Zones "consistent with the purpose of the regulation of traffic and the prevention of congestion of the city streets" (see Appendix B). It also establishes a vision of all PMZs as self-



sufficient districts, such that the off-street parking facilities are supported by their own revenue and the metered revenue from the surrounding on-street spaces. The subsection also provides for the option, "notwithstanding such intent," for funds in SPRF to be pooled to fund larger off-street facility projects within any PMZ in the City.

At this time in history, with the City facing severe budget shortages and experiencing the nation's worst traffic congestion, it is appropriate to review the SPRF's current legislative intent to ensure that it is best serving the public. Alternative strategies may collectively represent a smarter way to support business districts and manage congestion, as opposed to building more off-street parking spaces, as well as presenting more cost-effective and environmentally-conscious options. These "smart funding alternatives" for SPRF fall into the following categories:

- Providing access to existing parking not currently available to the public
- Improving parking availability through demand-based pricing and parking guidance
- Reducing parking demand by supporting alternate travel modes
- Attracting customers and spurring economic development through business district and local transportation enhancements, in conjunction with the above strategies

DOT currently employs similar strategies to address traffic congestion in the transportation planning process for new developments, recognizing that mitigation measures are growing fewer and are more limited. Building or acquiring new off-street parking can also be very expensive and requires increased City resources to manage and maintain. DOT suggests that "smart" alternatives should be explored, prior to or in conjunction with off-street expansion.

#### Accessing and Sharing Existing Parking Supply

In many cases, business districts are not experiencing a true parking supply shortage, as adequate parking already exists, but the existing parking is not available to the public or not in close proximity to the highest demand. The following strategies could be employed to better manage the available supply and improve public access:

- Secure access to existing private parking spaces using their underutilized capacity and/or after regular business hours through cooperative agreements.
- Allow limited business-related parking in Preferential Parking Districts with the generated revenue reducing costs or enhancing service for the neighborhood. "Residential Benefit Districts"

#### Improving Parking Availability

Another common scenario is that on- and off-street parking pricing and policies do not reflect the variations in demand across the spaces they serve. Often, on-street rates are the same for both high-demand and low-demand areas, all of which are priced lower than less convenient off-street parking. DOT has been awarded a \$15 million federal grant to implement the Downtown *ExpressPark*™ Project, which will equip every on-street metered parking space in Downtown with a wireless sensor to measure the actual parking demand for each space. This one-year demonstration project seeks to improve parking availability through implementing demand-based pricing and real-time parking guidance, thus reducing the motivation for drivers to "cruise" for underpriced on-street parking and reducing the traffic congestion and pollution they generate. Coordinated on- and off-street parking pricing and policies can further support this goal by encouraging longer parking in off-street facilities, rather than in prime on-street spaces. Supporting *ExpressPark*™ in Downtown beyond the one-year demonstration period, and expanding the concept to other high-demand areas, represents another "smart" SPRF funding initiative.

### Parking Demand Management

In addition to managing parking demand through pricing and policies, additional strategies could be employed to reduce parking demand by encouraging and supporting alternate forms of travel, such as transit, walking, bicycling, taxi, and car sharing. Parking demand could be reduced through the following methods:

- Provide safe and secure bicycle parking
- Implement a bicycle sharing pilot program to encourage both bicycling and transit by locating bicycle sharing stations near transit stops and major destinations
- Provide dedicated car share parking spaces to improve access to shared vehicles, thus reducing parking demand and encouraging transit for longer travel (since shared cars are available at the destination for short trips, e.g. errands during lunch).
- Install taxi zone parking enhancements to improve access to taxicabs

### Business District and Transportation Enhancements

Attracting customers and spurring economic development through business district and transportation enhancements, in conjunction with the above strategies

Another alternative to new off-street parking is for SPRF to fund other business district and transportation enhancements to attract customers and spur economic development. This concept complements the above strategies by making business districts more attractive to customers through alternatives to abundant parking. A portion of the SPRF net revenue in each Parking Meter Zone within a Council District could be re-invested in the area in which it was generated to fund one-time improvements or on-going services, often reducing the burden on the General Fund. The funds could be set aside in dedicated accounts and distributed by each Council Office to the appropriate City department, according to the needs and priorities of their respective business districts. Suggested eligible uses of these accounts include funding traffic control devices, street and sidewalk maintenance, safety issues, and streetscape and transportation enhancement projects, such as the following:

- Transportation enhancement projects, e.g. traffic calming measures and stamped crosswalks
- Traffic signal improvements and installations
- Pedestrian sidewalk lighting
- Sidewalk repairs and cleaning
- Street trees, wells, trimming, and maintenance

In more general terms, SPRF could also provide funding to improve mobility by supporting Citywide transportation programs, such as traffic signal and sign maintenance.

DOT looks forward to receiving feedback and direction from the City Council and the Board of Transportation Commissioners on these "smart funding alternatives" for SPRF. The Department recommends reporting back within 45 days on a comprehensive funding proposal including the costs and benefits of the identified "smart" alternatives. In conjunction with this report being

discussed, DOT recommends that the City Attorney review, advise and develop the necessary draft ordinance to expand the eligible uses of the SPRF to include these alternatives.

### **FISCAL IMPACT**

The actions described in this report have no negative impact on the General Fund because the costs are borne by the Special Parking Revenue Fund (SPRF). However, additional citation revenue, resulting from improved parking meter operability, may moderately increase revenue to the General Fund, depending upon future usage and compliance. In addition, the General Fund may also realize increased sales tax revenue resulting from improved economic vitality, depending upon the specific parking and business improvement measures implemented.

## APPENDIX A: 5-YEAR PLAN DETAILS

### Meter Operations

#### • **Technology**

- New Parking Meter Technology
  - Develop master plan for single- versus multi-space meter deployment strategy
  - Card & Coin Meters
    - Relocate leased meters from ExpressPark area in FY11-12
    - Purchase 4,000 meters per year for remaining low-revenue areas (Years 1-2)
    - Purchase 500 new meters per year for new areas
  - Park & Pay Stations
    - Convert remaining 22 metered lots to pay stations (excludes small lots and those about to be redeveloped) (Year 1)
  - Issue New Citywide Meter Technology RFP
    - Based on ExpressPark testing and experience, issue Citywide RFP in Year 3
    - Upgrade 6,000 metered spaces per year (7-year rolling schedule) (Years 4-5)
- Meter Housings
  - Purchase 5,000 high-security meter housings per year (Years 2-3)
- Meter Security
  - Complete conversion to electronic meter locks (6,000 in Year 1, 3,000 in Year 2)
  - Implement vehicle-based key programming with real-time authorization and monitoring system (Year 1)
  - Implement RFID-based collection can & canister tracking system (Year 2)
- ExpressPark Programs
  - Implement in Downtown in FY11-12 (Years 1-2); on-going costs (Years 3-5)
  - Expand to one new area (1,000 spaces) per year (Years 3-5)
  - Project Components: sensors, signs, dynamic pricing engine
  - Central Management System (developed with Downtown ExpressPark) (Years 2-5)
- Meter Enforcement Technology
  - In addition to ExpressPark expansion, install additional 1,000 sensors per year in high-demand enforcement areas
  - Provide "guided" mobile enforcement system to communicate potential violations and track enforcement actions in real-time
  - Equip enforcement vehicles with in-vehicle laptop computers (25 per year)
  - Provide full-time cellular-based Internet connections for laptop-equipped enforcement vehicles
- Meter Maintenance Work Flow Management
  - Equip all maintenance vehicles with in-vehicle laptop computers (Year 1)
  - Provide full-time cellular-based Internet connections
  - Develop central geographic-based work-flow management system (Year 2)

#### • **Staffing**

- Bureau of Parking Operations & Facilities
  - Restore one Principal Transportation Engineer deleted in FY10-11
- Meter Operations Staffing
  - Fill and maintain all positions
  - Add one PMT position per year to gradually correct maintenance ratios and to account

## APPENDIX A: 5-YEAR PLAN DETAILS

- for expansion (Years 2-5)
- Restore one Management Analyst position and one Clerk Typist position deleted in FY 09-10 budget for contract and records management (Year 2)
- Add one TE Aide for Meter Planning (Year 2)
- Add one Systems Analyst to support ExpressPark programs and new central systems (Year 2)
- Meter Security Staffing
  - Fill and maintain all positions
  - Add one Management Analyst position for Coin Room supervision and management to restore FY09-10 staffing levels prior to ERIP (Year 2)
- **Management, Operations and Maintenance**
  - Meter Collections
    - Optimize collection scheduling and routes and develop high-demand "priority" areas within sub-zones (Years 2-3)
  - Meter Operations
    - Conduct regular parking occupancy studies of existing Parking Meter Zones to ensure meter rates remain effective and to support implementing "peak period" rates where appropriate to encourage turnover and maintain access (Years 2-5).

### Parking Facilities

- **Technology**
  - Parking Access and Revenue Control System
    - Upgrade or install Automated Pay-on-Foot system to replace Cashiered, Pay-at-Exit system in all off-street parking structures (Year 1 & 2)
  - Park & Pay Stations
    - Convert remaining metered lots to pay stations (Year 1 & 2)
  - Implement electronic validation scanners in parking structure where there is a validation program
    - Purchase electronic validation scanners (Year 1 & 2)
  - Pay-on-Foot signage (Year 1 & 2)
    - Commission a graphics consultant to design a logo exclusively to be installed in parking structures with Automated Pay-on-Foot system
  - Implement a central a communication center to manage and oversee off-street parking facilities. (Year 2, Upgrades 3 to 5)
- **Staffing**
  - Maintain all existing positions
  - Fill MA II vacancy (Year 1)
  - Add one Civil Engineering Drafting Tech (Year 2)
- **Management, Operations and Maintenance**
  - Release a Request for Proposal (RFP) to handle the following: (Year 1)
    - Management and Operation of "operated" parking facilities to include the repairs and maintenance of the parking facilities.
    - Upgrade or install state-of-the-art Parking Access & Revenue Control System (PARCS)

## APPENDIX A: 5-YEAR PLAN DETAILS

- in all parking structures to be amortized through the length of the contract.
- Upgrade or install state-of-the-art pay stations in all off-street parking lots to be amortized through the length of the contract.
- Landscaping and cleaning services and upkeep of all metered and “free” off-street parking lots.
- Maintain and implement a “refurbishment” cyclical schedule. (Continuous)
- Install filtration system to mitigate water run-off. (Year 1 to 5)
- **Signage**
  - Commission a graphics consultant to design wayfinding signage for all off-street parking facilities.
  - Replace, upgrade and install wayfinding signage (Year 2 to 5)

### Permit Parking

- **Technology**
  - Reduce costs and improve convenience and efficiency through new technology
    - Web-based permit systems for “electronic” permits
    - Automated permit kiosks at service centers throughout the City
    - Automated enforcement capabilities
    - Technology-assisted parking studies for new areas
- **Staffing**
  - Fill and maintain all existing positions
- **Management, Operations and Maintenance**
  - Reform program rules to ensure program objectives are consistently met, improve neighborhood access, and reduce annual re-authorization of temporary districts.
  - Coordinate local neighborhood parking management strategies with nearby metered parking districts
- **Signage**
  - Standardize signage throughout all permit parking districts
  - Replace outdated and aging signs (Year 2 to 5)

APPENDIX A: 5-YEAR PLAN DETAILS

**EXHIBIT A-1**  
**SPECIAL PARKING REVENUE FUND**  
**5-YEAR OPERATIONS & MAINTENANCE PLAN**  
Without P3  
(000 OMITTED)

|  | Actual        | Estimated     | 5-Year Plan   |               |               |               |               | TOTAL          |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
|  |               |               | FY09-10       | FY10-11       | FY11-12       | FY12-13       | FY13-14       |                |
| L1 <b>Beginning Fund Balance</b>   | <b>78,289</b> | <b>34,179</b> | <b>21,416</b> | <b>21,612</b> | <b>26,951</b> | <b>40,864</b> | <b>51,924</b> | <b>21,416</b>  |
| L2 <b>Operating Revenue</b>  |               |               |               |               |               |               |               |                |
| L3 Receipts - Parking Meters   | 33,591        | 37,769        | 41,820        | 43,336        | 44,209        | 44,796        | 45,383        | 219,544        |
| L4 Receipts - Parking Facilities   | 5,711         | 5,727         | 5,784         | 7,547         | 7,686         | 7,828         | 7,973         | 34,058         |
| L5 Receipts - Hollywood/Highland   | 8,339         | 8,250         | 9,891         | 10,343        | 10,500        | 10,700        | 10,900        | 52,334         |
| L6 Interest  | 1,980         | 871           | 880           | 880           | 880           | 880           | 880           | 4,400          |
| L7 Permits   |               |               | 3,009         | 3,293         | 3,243         | 3,243         | 3,243         | 16,031         |
| L8 Leasing & Rent - Off-Street   | 619           | 597           | 603           | 610           | 610           | 610           | 620           | 3,053          |
| L9 <b>Estimated Operating Revenue</b> sum(L3 to L8)  | <b>50,240</b> | <b>53,214</b> | <b>61,987</b> | <b>66,009</b> | <b>67,128</b> | <b>68,057</b> | <b>68,999</b> | <b>329,419</b> |
| L10 Transfer from Other Funds  | 300           |               |               |               |               |               |               | -              |
| L11 <b>Total Estimated Operating Revenue</b> L9 + L10  | <b>50,540</b> | <b>53,214</b> | <b>61,987</b> | <b>66,009</b> | <b>67,128</b> | <b>68,057</b> | <b>68,999</b> | <b>329,419</b> |
| L12  |               |               |               |               |               |               |               |                |
| L13 <b>Expenditures</b>  |               |               |               |               |               |               |               |                |
| L14 Collection Services  | 1,654         | 2,130         | 2,100         | 2,120         | 2,140         | 2,160         | 2,180         | 10,700         |
| L20 Contractual Services   | 6,584         | 16,707        | 16,089        | 18,208        | 18,580        | 19,460        | 20,085        | 92,421         |
| L23 Replacement, Parts, Tools & Equipment  | 480           | 715           | 918           | 864           | 864           | 864           | 864           | 4,374          |
| L24 Parking Facilities Lease Payments  | 390           | 410           | 410           | 690           | 700           | 410           | 410           | 2,620          |
| L25 Maint, Repair & Utility Services - Off Street  | 757           | 1,615         | 1,622         | 1,830         | 1,870         | 1,870         | 1,950         | 9,142          |
| L30 Training/Travel  | 10            | 18            | 25            | 30            | 30            | 30            | 30            | 145            |
| L36 Miscellaneous Equipment & Office Supplies  | 15            | 15            | 64            | 35            | 35            | 35            | 35            | 204            |
| L37 Library Trust Fund   | 161           | 150           | 150           | 150           | 150           | 150           | 150           | 750            |
| L45 Parking Meter, Off-Street & Permit Admin Salaries  | 4,784         | 4,861         | 6,835         | 7,656         | 7,733         | 7,809         | 7,886         | 37,920         |
| L52 Pkg Mtr, Off-Street & Permit Admin Related Costs   | 3,993         | 4,030         | 6,222         | 7,110         | 7,160         | 7,220         | 7,280         | 34,991         |
| L53  |               |               |               |               |               |               |               |                |
| L54 <b>Operating &amp; Maintenance Expenses</b> sum(L14 to L52)                                    | <b>18,828</b> | <b>30,650</b> | <b>34,435</b> | <b>38,692</b> | <b>39,261</b> | <b>40,007</b> | <b>40,869</b> | <b>193,266</b> |
| L55  |               |               |               |               |               |               |               |                |
| L56 <b>Net Estimated Operating Revenue (Net of Operating &amp; Maintenance Expenses)</b> L11 - L54 | <b>31,713</b> | <b>22,564</b> | <b>27,552</b> | <b>27,316</b> | <b>27,867</b> | <b>28,049</b> | <b>28,129</b> | <b>136,153</b> |

APPENDIX A: 5-YEAR PLAN DETAILS

EXHIBIT A-1  
SPECIAL PARKING REVENUE FUND  
5-YEAR OPERATIONS & MAINTENANCE PLAN  
Without P3  
(000 OMITTED)

|     |   | Actual               | Estimated     | 5-Year Plan   |               |               |               |               | TOTAL         |
|-----|---|----------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
|     |   | FY09-10              | FY10-11       | FY11-12       | FY12-13       | FY13-14       | FY14-15       | FY15-16       |               |
| L57 |   |                      |               |               |               |               |               |               |               |
| L58 | <b>Debt Service</b>   |                      |               |               |               |               |               |               |               |
| L59 | Revenue Bonds (Series 1999-A)   | 5,033                | 5,125         | 5,395         | 5,400         | 5,400         | 5,390         | 5,390         | 26,975        |
| L60 | Revenue Bonds (Series 2003-A)   | 3,013                | 3,181         | 3,208         | 3,210         | 3,210         | 3,210         | 3,210         | 16,048        |
| L61 | Bond Administration   | 13                   | 15            | 20            | 20            | 20            | 20            | 20            | 100           |
| L62 | Capital Finance Administration Fund (MICLA)   | 1,056                | 339           | 636           | 636           | 400           | 400           | 400           | 2,472         |
| L63 | <b>Total Debt Service</b>   | sum(L59 to L62)      | <b>9,114</b>  | <b>8,659</b>  | <b>9,259</b>  | <b>9,266</b>  | <b>9,030</b>  | <b>9,020</b>  | <b>45,595</b> |
| L64 | <b>Capital Expenditures</b>   |                      |               |               |               |               |               |               |               |
| L65 | Capital Improvement Expenditure Program (re-app)  |                      | 1,000         |               |               |               |               |               |               |
| L71 | Capital Equipment Purchase  | 33                   | 3,562         | 9,347         | 10,776        | 4,924         | 7,969         | 8,119         | 41,135        |
| L72 | Projects to be Designated   |                      |               |               |               |               |               |               |               |
| L73 | <b>Total Capital Expenditures</b>   | sum(L65 to L72)      | <b>33</b>     | <b>4,562</b>  | <b>9,347</b>  | <b>10,776</b> | <b>4,924</b>  | <b>7,969</b>  | <b>41,135</b> |
| L74 | <b>Others</b>   |                      |               |               |               |               |               |               |               |
| L75 | Planning  | 245                  |               |               |               |               |               |               | -             |
| L76 | Unappropriated Balance  |                      | 485           |               |               |               |               |               |               |
| L77 | Contingency (Per Ordinance)   |                      |               |               | 1,935         |               |               |               | 1,935         |
| L78 | Intelligent Parking - Match   |                      | 620           |               |               |               |               |               |               |
| L79 | <b>Total Others</b>   | sum(L75 to L78)      | <b>245</b>    | <b>1,105</b>  | <b>-</b>      | <b>1,935</b>  | <b>-</b>      | <b>-</b>      | <b>1,935</b>  |
| L80 |   |                      |               |               |               |               |               |               |               |
| L81 | <b>Net Estimated Operating Revenue (Net of Debt Service, Capital Expenditures &amp; Others)</b> | L56 - L63 - L73- L78 | <b>22,320</b> | <b>8,237</b>  | <b>8,946</b>  | <b>5,339</b>  | <b>13,913</b> | <b>11,060</b> | <b>47,488</b> |
| L82 | Expenditure from Prior Years' Appropriation   |                      | (3,637)       | (11,000)      | (8,750)       |               |               |               | (8,750)       |
| L83 | Funds Transferred to Reserved Fund  |                      | (62,793)      | (10,000)      |               |               |               |               |               |
| L84 |   |                      |               |               |               |               |               |               |               |
| L85 | <b>Ending Fund Balance, Appropriated*</b>   | L1 + L80 + L81 + L82 | <b>34,179</b> | <b>21,416</b> | <b>21,612</b> | <b>26,951</b> | <b>40,864</b> | <b>51,924</b> | <b>62,914</b> |

\*assumes no expenditure of  
Net Estimated Operating Revenue (L81)



**EXHIBIT A-2**  
**SPECIAL PARKING REVENUE FUND**  
**5-YEAR OPERATIONS & MAINTENANCE PLAN**  
**With P3**  
**(000 OMITTED)**

SPRF 5-Year Plan (Revised)  
 CF 10-0600-S30  
**APPENDIX A: 5-YEAR PLAN DETAILS**

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|   | Actual | Estimated | 5-Year Plan |         |         |         |         | TOTAL   |
|---|--------|-----------|-------------|---------|---------|---------|---------|---------|
|   |        |           | FY09-10     | FY10-11 | FY11-12 | FY12-13 | FY13-14 |         |
| L1 Beginning Fund Balance   | 78,289 | 34,179    | 21,416      | 25,982  | 32,679  | 47,653  | 59,422  | 21,416  |
| L2 Operating Revenue  |        |           |             |         |         |         |         |         |
| L3 Receipts - Parking Meters  | 33,591 | 37,769    | 41,820      | 43,336  | 44,209  | 44,796  | 45,383  | 219,544 |
| L4 Receipts - Parking Facilities  | 5,711  | 5,727     | 3,173       | 3,200   | 3,200   | 3,200   | 3,200   | 15,973  |
| L5 Receipts - Hollywood/Highland  | 8,339  | 8,250     |             |         |         |         |         | -       |
| L6 Interest   | 1,980  | 871       | 880         | 880     | 880     | 880     | 880     | 4,400   |
| L7 Permits  |        |           | 3,009       | 3,293   | 3,243   | 3,243   | 3,243   | 16,031  |
| L8 Leasing & Rent - Off-Street  | 619    | 597       | 103         | 103     | 103     | 103     | 103     | 515     |
| L9 Estimated Operating Revenue  | 50,240 | 53,214    | 48,985      | 50,812  | 51,635  | 52,222  | 52,809  | 256,463 |
| L10 Transfer from Other Funds   | 300    |           |             |         |         |         |         | -       |
| L11 Total Estimated Operating Revenue   | 50,540 | 53,214    | 48,985      | 50,812  | 51,635  | 52,222  | 52,809  | 256,463 |
| L12   |        |           |             |         |         |         |         |         |
| L13 Expenditures  |        |           |             |         |         |         |         |         |
| L14 Collection Services   | 1,654  | 2,130     | 2,100       | 2,120   | 2,140   | 2,160   | 2,180   | 10,700  |
| L20 Contractual Services  | 6,584  | 16,707    | 8,265       | 10,384  | 10,756  | 11,636  | 12,261  | 53,300  |
| L23 Replacement, Parts, Tools & Equipment                                     | 480    | 715       | 918         | 864     | 864     | 864     | 864     | 4,374   |
| L24 Parking Facilities Lease Payments   | 390    | 410       | 410         | 690     | 700     | 410     | 410     | 2,620   |
| L25 Maint, Repair & Utility Services - Off Street                             | 757    | 1,615     | 1,622       | 1,730   | 1,770   | 1,770   | 1,850   | 8,742   |
| L30 Training/Travel   | 10     | 18        | 25          | 30      | 30      | 30      | 30      | 145     |
| L36 Miscellaneous Equipment & Office Supplies                                 | 15     | 15        | 64          | 35      | 35      | 35      | 35      | 204     |
| L37 Library Trust Fund  | 161    | 150       | 150         | 150     | 150     | 150     | 150     | 750     |
| L45 Parking Meter, Off-Street & Permit Admin Salaries                         | 4,784  | 4,861     | 6,835       | 7,656   | 7,733   | 7,809   | 7,886   | 37,920  |
| L52 Pkg Mtr, Off-Street & Permit Admin Related Costs                          | 3,993  | 4,030     | 6,222       | 7,110   | 7,160   | 7,220   | 7,280   | 34,991  |
| L53   |        |           |             |         |         |         |         |         |
| L54 Operating & Maintenance Expenses  | 18,828 | 30,650    | 26,611      | 30,768  | 31,337  | 32,083  | 32,945  | 153,746 |
| L55   |        |           |             |         |         |         |         |         |
| L56 Net Estimated Operating Revenue (Net of Operating & Maintenance Expenses) | 31,713 | 22,564    | 22,374      | 20,044  | 20,298  | 20,138  | 19,863  | 102,717 |

APPENDIX A: 5-YEAR PLAN DETAILS

EXHIBIT A-2  
SPECIAL PARKING REVENUE FUND  
5-YEAR OPERATIONS & MAINTENANCE PLAN  
With P3  
(000 OMITTED)

|   | Actual        | Estimated     | 5-Year Plan   |               |               |               |               | TOTAL |               |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-------|---------------|
|   |               |               | FY09-10       | FY10-11       | FY11-12       | FY12-13       | FY13-14       |       | FY14-15       |
| L57   |               |               |               |               |               |               |               |       |               |
| L58 <b>Debt Service</b>   |               |               |               |               |               |               |               |       |               |
| L59 Revenue Bonds (Series 1999-A)   | 5,033         | 5,125         |               |               |               |               |               |       |               |
| L60 Revenue Bonds (Series 2003-A)   | 3,013         | 3,181         |               |               |               |               |               |       | -             |
| L61 Bond Administration   | 13            | 15            |               |               |               |               |               |       | -             |
| L62 Capital Finance Administration Fund (MICLA)   | 1,056         | 339           | 636           | 636           | 400           | 400           | 400           |       | 2,472         |
| L63 <b>Total Debt Service</b>   | <b>9,114</b>  | <b>8,659</b>  | <b>636</b>    | <b>636</b>    | <b>400</b>    | <b>400</b>    | <b>400</b>    |       | <b>2,472</b>  |
| L64 <b>Capital Expenditures</b>   |               |               |               |               |               |               |               |       |               |
| L65 Capital Improvement Expenditure Program (re-app)  |               | 1,000         |               |               |               |               |               |       |               |
| L71 Capital Equipment Purchase  | 33            | 3,562         | 8,422         | 10,776        | 4,924         | 7,969         | 8,119         |       | 40,210        |
| L72 Projects to be Designated   |               |               |               |               |               |               |               |       |               |
| L73 <b>Total Capital Expenditures</b>   | <b>33</b>     | <b>4,562</b>  | <b>8,422</b>  | <b>10,776</b> | <b>4,924</b>  | <b>7,969</b>  | <b>8,119</b>  |       | <b>40,210</b> |
| L74 <b>Others</b>   |               |               |               |               |               |               |               |       |               |
| L75 Planning  | 245           |               |               |               |               |               |               |       | -             |
| L76 Unappropriated Balance  |               | 485           |               |               |               |               |               |       |               |
| L77 Contingency (Per Ordinance)   |               |               |               | 1,935         |               |               |               |       | 1,935         |
| L78 Intelligent Parking - Match   |               | 620           |               |               |               |               |               |       |               |
| L79 <b>Total Others</b>   | <b>245</b>    | <b>1,105</b>  | <b>-</b>      | <b>1,935</b>  | <b>-</b>      | <b>-</b>      | <b>-</b>      |       | <b>1,935</b>  |
| L80   |               |               |               |               |               |               |               |       |               |
| L81 <b>Net Estimated Operating Revenue (Net of Debt Service, Capital Expenditures &amp; Others)</b> | <b>22,320</b> | <b>8,237</b>  | <b>13,316</b> | <b>6,697</b>  | <b>14,974</b> | <b>11,769</b> | <b>11,344</b> |       | <b>58,100</b> |
| L82 Expenditure from Prior Years' Appropriation   | (3,637)       | (11,000)      | (8,750)       |               |               |               |               |       | (8,750)       |
| L83 Funds Transferred to Reserved Fund  | (62,793)      | (10,000)      |               |               |               |               |               |       |               |
| L84   |               |               |               |               |               |               |               |       |               |
| L85 <b>Ending Fund Balance, Appropriated</b>  | <b>34,179</b> | <b>21,416</b> | <b>25,982</b> | <b>32,679</b> | <b>47,653</b> | <b>59,422</b> | <b>70,766</b> |       | <b>70,766</b> |

\*assumes no expenditure of  
Net Estimated Operating Revenue (L81)

**APPENDIX B: LOS ANGELES ADMINISTRATIVE CODE SECS. 5.117 - 5.119**

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**LOS ANGELES ADMINISTRATIVE CODE**

**DIVISION 5, CHAPTER 6**

**ARTICLE 2  
SPECIAL PARKING REVENUE FUND**

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Section

5.117 Use of Money Deposited in Parking Meters and Revenue from Public Off-street Parking Facilities.

5.118 "Incidental Expenses" - Defined.

5.119 Advances from Special Parking Revenue Fund.

**Sec. 5.117. Use of Money Deposited in Parking Meters and Revenue from Public Off-Street Parking Facilities.**

All money collected from parking meters and revenue from public off-street parking facilities of the City of Los Angeles, administered by the Department of Transportation or under its direction, shall be placed in a separate fund which shall be a special fund to be known as the "**Special Parking Revenue Fund**", which fund is hereby created and which fund together with all interest accruing thereon shall be devoted exclusively to the following purposes:

1. For the purchasing, leasing, installing, repairing, maintaining, operating, removing, regulating and policing of parking meters and parking meter spaces in the City of Los Angeles, for the collection of the receipts therefrom and for the payment of any and all expenses relating or incidental thereto. For purposes of this section, the policing of parking meters shall not include the routine and customary issuance of parking citations.

2. For the purchasing, leasing, acquiring, designing, constructing, improving, operating and maintaining of off-street parking facilities in the City of Los Angeles for the provision of parking for the public and for City employees; consistent with the purpose of the regulation of traffic and the prevention of congestion of the city streets, it is the intention of the City that off-street parking facilities be acquired or constructed within or in close proximity to the business district which parking meter zones are established, and paid for from the receipts of the off-street parking facilities and the parking meters installed on streets within or in proximity to said business districts; provided, that notwithstanding such intent, the City may pledge any and all funds in the Special Parking Revenue Fund to fund the acquisition, design, construction, operation and maintenance of a particular off-street parking facility within a parking meter zone anywhere in the City.

3. For the painting and marking of streets and curbs required for the parking of motor vehicles within parking meter zones.

**APPENDIX B: LOS ANGELES ADMINISTRATIVE CODE SECS. 5.117 - 5.119**

4. For the repayment of any money borrowed from any other fund, or any money which has been advanced or which may be advanced by the City Council from any other fund with the intent that reimbursement be made from the Special Parking Revenue Fund.

5. For the payments of principal, interest, redemption premiums, prepayments, reserve fund replenishments, and certificate payments on any bonds, notes, other evidences of indebtedness, and certificates of participation (collectively, Financings) issued or incurred for the purposes specified in this Article and for the purpose of paying any related financing costs, including, but not limited to, bond insurance, credit enhancement, and costs of issuance. While any Financings are outstanding, first consideration for the use of money in the Special Parking Revenue Fund shall be given to the payments for the Financings, and second consideration to payments of the costs of operations and maintenance.

6. For expenditures specifically incurred to provide for operation of the Central Library Validation Program.

7. After paying, or setting aside cash for the payments of the: (a) Financings as provided in subsection 5.; (b) costs of operations and maintenance and costs of activities in the preceding subsections 1. through 4. and 6., including the funding required for a 5-year Parking Operations and Maintenance Plan, proposed and updated annually or more often by the Department of Transportation and approved by Council, that includes the necessary maintenance, upgrades, technology and repairs of parking structures, meters, and related assets; and (c) establishment and replenishment of a contingency account for the Special Parking Revenue Fund, any residual money in the Special Parking Revenue Fund may be determined by the Council to be surplus funds for the fiscal year, beginning with Fiscal Year 2007-08, and at the direction of the Council may be transferred immediately to the Reserve Fund for any general governmental purposes. The Council shall make a determination of a surplus, if any, no later than the end of the third quarter of the subsequent fiscal year. Notwithstanding the foregoing, beginning with Fiscal Year 2010-11 any funds transferred from the Fund to the Reserve Fund for any general governmental purpose, except the first \$10 million transferred in Fiscal Year 2010-11, shall be transferred only on a temporary basis and must be returned in the same amount to the originating account within two years from any legally available source of funds in that fiscal year, and, at the discretion of the Council, repayment may be made from the Reserve Fund.

Notwithstanding any other provision of this section to the contrary, all fees paid to the City by City employees for parking privileges at off-street parking facilities shall be deposited in the City Employees Ridesharing Fund, as established by section 5.344 of this Code.\*

\* Note: This paragraph, added by Ord. No. 174,054 in 2001, was inadvertently removed from this section when the Administrative Code was republished in 2002.

SECTION HISTORY

Based on Municipal Code, Secs. 88.09 and 88.59.

Added by Ord. No. 143,157, Eff. 5-4-72.

Amended by: New Para. 5 added, former Para. 5 number changed to Para. 6, Ord. No. 148,168, Eff. 5-3-76; Para. 5, Ord. No. 149,963, Eff. 8-20-77; First Para., Ord. No. 165,007, Eff. 8-5-89. Renumbers Subsec. 6 as 8 and Subsecs. 6. and 7. added, Ord. No. 168,235, Eff. 10-16-92; Item 9 added, Ord. No. 170,606, Eff. 8-17-95; Para. 2 amended, Para. 10 added, Ord. No. 172,281, Eff. 12-14-98; In Entirety, Ord. No. 172,695, Eff. 8-9-99, Oper. 7-1-00; Para. 2, amended, Last Unnumbered Para.

**APPENDIX B: LOS ANGELES ADMINISTRATIVE CODE SECS. 5.117 - 5.119**

added, Ord. No. 174,054, Eff. 8-6-01; Subsec. 6. added, Ord. No. 176,072, Eff. 8-10-04; First Unnumbered Para. and Subsec. 5. amended, Subsec. 7 added, Ord. No. 180,460, Eff. 2-8-09; Subsec. 7 amended, Ord. No. 180,723, Eff. 7-13-09, Oper. 6-30-09; Subsec. 7 amended, Ord. No. 181,337, Eff. 11-12-10.

**Sec. 5.118. "Incidental Expenses" - Defined.**

"Incidental Expenses," as referred to in Section 5.117 include, but are not limited to:

- (a) Preliminary investigation, study, planning and mapping of proposed prospective off-street parking areas and contemplated vehicle parking districts, as described in the Streets and Highways Code of the State of California, hereinafter referred to as "**Parking Districts**";
- (b) Compensation for architects, engineers, draftsmen, attorneys, financial consultants and other persons supplying services necessary or convenient for the aforesaid preliminary investigation or for the preparation of documents and petitions in connection with Parking Districts;
- (c) The cost of title searching, description writing, appraisal fees, partial reconveyance fees, surveys and sketches incident to securing properties or easements for properties or rights of way in connection with public parking.

SECTION HISTORY

Based on Municipal Code, Sec. 88.09.1.

Added by Ord. No. 143,157, Eff. 5-4-72. (Formerly Sec. 5.118 in Art. 3.)

**Sec. 5.119. Advances From Special Parking Revenue Fund.**

Monies may be advanced from the Special Parking Revenue Fund for the purposes described in Section 5.117 of this Code including incidental expenses, as defined in Section 5.118, upon or by order of the City Council upon such conditions as said Council may impose, provided, however, that in the absence of Council order to the contrary, monies as advanced shall be returned to the Special Parking Revenue Fund from any monies realized from the payment of assessments, sale of bonds or from any other means of financing the acquisitions and improvement of off-street parking facilities in connection with the vehicle parking districts formed pursuant to the provisions of the Streets and Highways Code of the State of California.

SECTION HISTORY

Based on Municipal Code, Sec. 88.09.2.

Added by Ord. No. 143,157, Eff. 5-4-72. (Formerly Sec. 5.119 in Art. 3, with changes.)