

**BUDGET SUMMARY****PARKING OPERATIONS**

| PARKING METER FUNDS       | 2009<br>BUDGETED<br>(CURRENT) | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|---------------------------|-------------------------------|-------------------|-------------------------------|
| REVENUE                   | \$1,369,366                   | \$1,217,469       | \$1,312,946                   |
| EXPENDITURES              | \$1,519,208                   | \$1,506,850       | \$1,731,525                   |
| NET INCOME (LOSS)         |                               | (\$289,381)       | (\$418,579)                   |
| BEGINNING WORKING CAPITAL |                               | \$764,350         | \$474,969                     |
| ENDING WORKING CAPITAL    |                               | \$474,969         | \$56,390                      |

**MISSION**

The mission of the Concord Police Department Parking Control Unit is to provide a safe, effective, and efficient use of City parking resources in coordination with pedestrian, vehicular, and alternative forms of transportation. This mission is a combined effort of parking regulation enforcement, parking meter and space allocation, and payment processing.

**PARKING OPERATIONS****PROGRAM HIGHLIGHTS**SERVICE INDICATORS

|                                       | Actual<br><u>2007</u> | Actual<br><u>2008</u> | Estimated<br><u>2009</u> | Projected<br><u>2010</u> |
|---------------------------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Enforcement Activities                |                       |                       |                          |                          |
| <u>Citations Issued/Other Actions</u> |                       |                       |                          |                          |
| • Overtime Parking Meter              | 31,175                | 32,032                | 27,215                   | 30,500                   |
| • Time Zone Violations                | 1,980                 | 1,537                 | 1,910                    | 1,600                    |
| • Meter Feeding Violations            | 208                   | 460                   | 300                      | 250                      |
| • Overnight Violations                | 4,482                 | 3,958                 | 2,685                    | 2,500                    |
| • Number of Vehicles Booted           | 118                   | 102                   | 80                       | 100                      |
| Meter Repair Indicators               |                       |                       |                          |                          |
| • Reported Coin Did Not Register      | 239                   | 376                   | 250                      | 275                      |
| • Reported Meters Jammed              | 134                   | 511                   | 200                      | 150                      |
| • Actual Coin Related Problems        | 633                   | 705                   | 650                      | 500                      |

2010 GOALS

1. In a effort to reduce postage and go green - Increase by one hundred percent the number of billing notices/invoices that we send via e-mail.
2. Working with the Parking Committee to conduct a comprehensive review of all fines and fees for a potential readjustment in FY2010.
3. Continue to explore an increase in alternative methods of payment such as meter debit cards and daily passes.
4. Increase public awareness of Parking programs by attending Chamber of Commerce, Main Street Inc, and other events.
5. Develop a partnership with the Governor's Task Force on Disability to aid in the reduction of disabled parking violations.
6. Work with the Legal Department, Finance Department, and Parking Committee to adopt the NH revised statue to withhold motor vehicle registration for those with outstanding parking fines.
7. Research and analyze the potential to privatize the operation of parking garages, on street meters and full operations.
8. Partnership with the Cities of Manchester and Portsmouth to persuade the State of NH to allow use of the expanded EZ-Pass program so that we can accept EZ-Pass as a payment option in parking garages.

2009 GOALS STATUS

1. Complete review and implementation of new signs in Durgin Garage and follow up with potential placement in the Firehouse Garage.  
9-Month Status: Completed Firehouse sign package for nearly all reserved spaces and have ordered replacement signs for Durgin. Plan to replace signs on an on-going basis until all are completed.
2. Develop budget plan for FY 2010 based on RFP to implement replacement of single space parking meter with pay by space and pay and display equipment.  
9-Month Status: RFP has been completed and awaits a stronger parking fund to go forward.
3. Complete update to RFP for snow removal to include Contractor providing a snow dump/storage location outside of municipal owned property. Complete and bid by October 2008.

**PROGRAM HIGHLIGHTS****PARKING OPERATIONS**

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9-Month Status: Completed and contract was re bid. We only had one bidder and service level was less than what we expect although in line with the cost associated.

4. Develop on-line web payments report for the Parking Committee and City Council to include accepting credit card payments for on-line parking citation payments. Complete and present to Committee by September 2008.

9-Month Status: This was not completed as the City is exploring the use of credit card payments. We will continue to follow up and review for presentation to the Parking Committee.

5. Monitor the implementation of expanded hours of parking operations and provide a monthly review of citations, revenue, and conditions associated with the expanded operation.

9-Month Status: Continue to work with the software vendor to obtain information on citation issuance by hourly factors where current information is per day. Implemented the increased hours of enforcement with out an increase of staff salary by staggering the employees work day.

6. Develop a plan to increase the area of pay parking within the downtown core. This plan to be in concert with the RFP for replacement technology for single space meters.

9-Month Status: On hold with the RFP for replacement single space meters.

7. Work with IT staff and internal Parking Staff to develop a list serve, or other means, to distribute parking news to City residents in a timely manner.

9-Month Status: City and Concord Community Television partnered to provide parking ban information through the use of cell phone or pager technology. Will continue to monitor with Concord Community Television for other potential uses.

8. Research and develop a proposal to privatize the maintenance of the parking structures and surface lots. on going as updates are required.

9-Month Status: Continue to work with General Services to reduce cost where possible.

**PARKING OPERATIONS****BUDGET DETAIL****POLICE ENFORCEMENT AND COLLECT**

| APPROPRIATIONS              | 2006             | 2007             | 2008             | 2009                               | 2009             | 2010                  |
|-----------------------------|------------------|------------------|------------------|------------------------------------|------------------|-----------------------|
|                             | ACTUAL           | ACTUAL           | ACTUAL           | BUDGETED<br>ENCUMBERED             | ESTIMATED        | FISCAL YEAR<br>BUDGET |
| COMPENSATION                | \$343,763        | \$354,002        | \$370,647        | \$395,156                          | \$381,310        | \$407,020             |
| OUTSIDE SERVICES            | \$21,747         | \$21,538         | \$34,364         | \$47,810                           | \$45,580         | \$38,670              |
| SUPPLIES                    | \$21,540         | \$25,264         | \$17,635         | \$28,561<br>\$471                  | \$24,240         | \$27,340              |
| VEHICLE MAINTENANCE         | \$0              | \$0              | \$0              | \$4,654                            | \$3,700          | \$3,680               |
| INSURANCES                  | \$7,807          | \$8,594          | \$9,400          | \$10,980                           | \$12,130         | \$13,100              |
| CAPITAL OUTLAY              | \$2,500          | \$60,867         | \$0              | \$10,364<br>\$9,364                | \$1,000          | \$3,500               |
| EQUIPMENT                   | \$3,000          | \$3,000          | \$0              | \$3,000                            | \$3,000          | \$3,000               |
| FRINGE BENEFITS             | \$111,153        | \$118,129        | \$135,046        | \$144,261                          | \$143,540        | \$155,400             |
| ADMIN OH PAYMENT TO GENERAL | \$56,200         | \$64,000         | \$65,000         | \$68,250                           | \$68,250         | \$66,150              |
| REAL ESTATE TAX - LEASES    | \$1,485          | \$0              | \$0              | \$0                                | \$0              | \$0                   |
| METER REPLACEMENT           | \$14,390         | \$12,900         | \$65,061         | \$15,000                           | \$14,990         | \$0                   |
| DEBT SERVICE                | \$68,036         | \$235,051        | \$244,031        | \$129,531                          | \$129,532        | \$244,830             |
| <b>Total</b>                | <b>\$651,622</b> | <b>\$903,346</b> | <b>\$941,184</b> | <b>\$857,567</b><br><b>\$9,835</b> | <b>\$827,272</b> | <b>\$962,690</b>      |

**PARKING OPERATIONS**

| REVENUE                      | 2006             | 2007             | 2008             | 2009             | 2009             | 2010                  |
|------------------------------|------------------|------------------|------------------|------------------|------------------|-----------------------|
|                              | ACTUAL           | ACTUAL           | ACTUAL           | BUDGETED         | ESTIMATED        | FISCAL YEAR<br>BUDGET |
| METERED PARKING PENALTIES    | \$317,238        | \$281,185        | \$286,627        | \$323,800        | \$261,500        | \$294,500             |
| COURT PARKING PENALTIES      | \$385            | \$910            | \$0              | \$0              | \$0              | \$0                   |
| METER COLLECTIONS            | \$401,868        | \$389,018        | \$378,119        | \$404,300        | \$355,910        | \$380,000             |
| PARKING SPACE RENTAL         | \$16,468         | \$14,272         | \$5,728          | \$7,500          | \$6,265          | \$5,000               |
| MISC REVENUE NOT ANTICIPATED | \$152            | \$13,275         | \$519            | \$500            | \$1,100          | \$500                 |
| INTEREST ON INVESTMENTS      | \$48,414         | \$54,129         | \$37,774         | \$19,260         | \$10,100         | \$6,500               |
| <b>Total</b>                 | <b>\$784,525</b> | <b>\$752,788</b> | <b>\$708,767</b> | <b>\$755,360</b> | <b>\$634,875</b> | <b>\$686,500</b>      |

| <u>POSITION TITLE</u>          | <u>2007</u> | <u>2008</u> | <u>2009</u> | <u>2010</u> |
|--------------------------------|-------------|-------------|-------------|-------------|
| Parking Manager                | 1.00        | 1.00        | 1.00        | 1.00        |
| Police Officer                 | 1.00        | 1.00        | 1.00        | 1.00        |
| Administrative Specialist I    | 1.00        | 1.00        | 1.00        | 1.00        |
| Administrative Technician II   | 1.00        | 1.00        | 1.00        | 1.00        |
| Parking Control Officers       | 4.50        | 4.50        | 4.50        | 4.50        |
| Parking Maintenance Technician | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> | <u>1.00</u> |
| <b>Total</b>                   | <b>9.50</b> | <b>9.50</b> | <b>9.50</b> | <b>9.50</b> |

**BUDGET DETAIL****PARKING OPERATIONS**

| GENERAL SERVICES             |                 |                 |                 |                                |                   |                               |
|------------------------------|-----------------|-----------------|-----------------|--------------------------------|-------------------|-------------------------------|
| APPROPRIATIONS               | 2006<br>ACTUAL  | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
| COMPENSATION                 | \$29,975        | \$16,466        | \$20,048        | \$18,020                       | \$15,420          | \$16,000                      |
| OUTSIDE SERVICES             | \$41,039        | \$48,697        | \$48,557        | \$74,100                       | \$73,600          | \$73,600                      |
| SUPPLIES                     | \$0             | \$0             | \$0             | \$0                            | \$70              | \$0                           |
| INSURANCES                   | \$0             | \$37            | \$414           | \$490                          | \$380             | \$500                         |
| OVERHEAD\FRINGE BENEFITS     | \$11,361        | \$8,048         | \$12,938        | \$13,030                       | \$10,090          | \$11,258                      |
| PARKING AREA MAINTENANCE     | \$792           | \$546           | \$0             | \$600                          | \$0               | \$0                           |
| ADMIN TO POLICE/GEN SERVICES | \$1,500         | \$2,130         | \$8,210         | \$8,240                        | \$8,240           | \$7,830                       |
| <b>Total</b>                 | <b>\$84,667</b> | <b>\$75,924</b> | <b>\$90,168</b> | <b>\$114,480</b>               | <b>\$107,800</b>  | <b>\$109,188</b>              |

**PARKING OPERATIONS****BUDGET DETAIL****PARKING OPERATIONS FIREHOUSE**

|                      | 2006<br>ACTUAL  | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|----------------------|-----------------|-----------------|-----------------|------------------|-------------------|-------------------------------|
| <b>REVENUE</b>       |                 |                 |                 |                  |                   |                               |
| PARKING RENTAL/LEASE | \$50,142        | \$59,733        | \$38,793        | \$51,708         | \$48,576          | \$51,696                      |
| METER COLLECTIONS    | \$29,281        | \$32,958        | \$30,691        | \$29,000         | \$30,000          | \$30,000                      |
| <b>Total</b>         | <b>\$79,423</b> | <b>\$92,691</b> | <b>\$69,484</b> | <b>\$80,708</b>  | <b>\$78,576</b>   | <b>\$81,696</b>               |

**POLICE ENFORCEMENT AND COLLECT**

|                            | 2006<br>ACTUAL | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|----------------------------|----------------|-----------------|-----------------|--------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>      |                |                 |                 |                                |                   |                               |
| REAL ESTATE TAXES - LEASES | \$4,416        | \$4,800         | \$3,664         | \$4,750                        | \$4,433           | \$4,454                       |
| DEBT SERVICE               | (\$901)        | \$75,789        | \$81,105        | \$73,207                       | \$73,207          | \$70,850                      |
| <b>Total</b>               | <b>\$3,515</b> | <b>\$80,589</b> | <b>\$84,768</b> | <b>\$77,957</b>                | <b>\$77,640</b>   | <b>\$75,304</b>               |

**GENERAL SERVICES**

|                          | 2006<br>ACTUAL  | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|--------------------------|-----------------|-----------------|-----------------|--------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>    |                 |                 |                 |                                |                   |                               |
| COMPENSATION             | \$5,138         | \$4,765         | \$4,179         | \$7,950                        | \$4,180           | \$4,200                       |
| OUTSIDE SERVICES         | \$9,109         | \$7,770         | \$8,054         | \$9,360                        | \$9,360           | \$9,410                       |
| SUPPLIES                 | \$0             | \$0             | \$206           | \$0                            | \$90              | \$0                           |
| UTILITIES                | \$13,624        | \$16,544        | \$15,425        | \$15,110                       | \$14,860          | \$14,860                      |
| INSURANCES               | \$1,790         | \$3,123         | \$1,719         | \$2,150                        | \$2,430           | \$2,770                       |
| OVERHEAD\FRINGE BENEFITS | \$3,098         | \$2,991         | \$2,686         | \$5,750                        | \$2,920           | \$2,954                       |
| <b>Total</b>             | <b>\$32,758</b> | <b>\$35,194</b> | <b>\$32,268</b> | <b>\$40,320</b>                | <b>\$33,840</b>   | <b>\$34,194</b>               |
|                          |                 |                 |                 | <b>\$0</b>                     |                   |                               |

**BUDGET DETAIL****PARKING OPERATIONS****PARKING OPERATIONS DURGIN**

|                           | 2006<br>ACTUAL   | 2007<br>ACTUAL   | 2008<br>ACTUAL   | 2009<br>BUDGETED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|---------------------------|------------------|------------------|------------------|------------------|-------------------|-------------------------------|
| <b>REVENUE</b>            |                  |                  |                  |                  |                   |                               |
| PARKING RENTAL/LEASE      | \$141,615        | \$146,052        | \$130,517        | \$150,798        | \$141,118         | \$144,250                     |
| CAPITAL RESERVE PAYMENT   | \$10,500         | \$0              | \$21,000         | \$10,500         | \$10,500          | \$10,500                      |
| GARAGE PARKING CARD SALES | \$47,587         | \$63,886         | \$111,642        | \$100,000        | \$105,000         | \$110,000                     |
| METER COLLECTIONS         | \$100,011        | \$83,668         | \$71,852         | \$72,000         | \$68,000          | \$72,000                      |
| <b>Total</b>              | <b>\$299,714</b> | <b>\$293,605</b> | <b>\$335,010</b> | <b>\$333,298</b> | <b>\$324,618</b>  | <b>\$336,750</b>              |

**POLICE ENFORCEMENT AND COLLECT**

|                              | 2006<br>ACTUAL  | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|------------------------------|-----------------|-----------------|-----------------|--------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>        |                 |                 |                 |                                |                   |                               |
| TRANSFER TO RESERVE - DURGIN | \$10,500        | \$10,500        | \$10,500        | \$10,500                       | \$10,500          | \$10,500                      |
| REAL ESTATE TAXES - LEASES   | \$14,329        | \$15,445        | \$11,806        | \$14,378                       | \$15,803          | \$16,480                      |
| DEBT SERVICE                 | (\$576)         | \$48,306        | \$60,773        | \$49,243                       | \$49,243          | \$44,821                      |
| <b>Total</b>                 | <b>\$24,252</b> | <b>\$74,251</b> | <b>\$83,079</b> | <b>\$74,121</b>                | <b>\$75,546</b>   | <b>\$71,801</b>               |

**GENERAL SERVICES**

|                          | 2006<br>ACTUAL  | 2007<br>ACTUAL  | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED  | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|--------------------------|-----------------|-----------------|-----------------|---------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>    |                 |                 |                 |                                 |                   |                               |
| COMPENSATION             | \$5,618         | \$5,806         | \$12,363        | \$33,860                        | \$30,880          | \$31,000                      |
| OUTSIDE SERVICES         | \$10,410        | \$11,596        | \$12,874        | \$14,398<br>\$218               | \$12,910          | \$12,990                      |
| SUPPLIES                 | \$0             | \$0             | \$0             | \$0                             | \$1,000           | \$1,000                       |
| UTILITIES                | \$28,394        | \$33,412        | \$29,343        | \$29,450                        | \$29,430          | \$29,430                      |
| INSURANCES               | \$2,899         | \$3,311         | \$1,925         | \$3,660                         | \$2,690           | \$2,710                       |
| OVERHEAD/FRINGE BENEFITS | \$3,416         | \$3,529         | \$3,881         | \$4,830                         | \$4,070           | \$4,237                       |
| <b>Total</b>             | <b>\$50,737</b> | <b>\$57,653</b> | <b>\$60,387</b> | <b>\$86,198</b><br><b>\$218</b> | <b>\$80,980</b>   | <b>\$81,367</b>               |

**PARKING OPERATIONS****BUDGET DETAIL****PARKING OPERATIONS COMMONS**

|                           | 2006<br>ACTUAL | 2007<br>ACTUAL  | 2008<br>ACTUAL   | 2009<br>BUDGETED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|---------------------------|----------------|-----------------|------------------|------------------|-------------------|-------------------------------|
| <b>REVENUE</b>            |                |                 |                  |                  |                   |                               |
| PARKING RENTAL/LEASE      | \$0            | \$11,050        | \$100,486        | \$150,000        | \$110,000         | \$130,000                     |
| METER COLLECTIONS         | \$0            | \$0             | \$48,813         | \$50,000         | \$58,400          | \$65,000                      |
| GARAGE PARKING CARD SALES | \$0            | \$0             | \$0              | \$0              | \$11,000          | \$13,000                      |
| <b>Total</b>              | <b>\$0</b>     | <b>\$11,050</b> | <b>\$149,299</b> | <b>\$200,000</b> | <b>\$179,400</b>  | <b>\$208,000</b>              |

**POLICE ENFORCEMENT AND COLLECT**

|                            | 2006<br>ACTUAL | 2007<br>ACTUAL | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED     | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|----------------------------|----------------|----------------|-----------------|------------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>      |                |                |                 |                                    |                   |                               |
| REAL ESTATE TAXES - LEASES | \$0            | \$0            | \$0             | \$17,060                           | \$17,550          | \$17,550                      |
| SUPPLIES                   | \$0            | \$0            | \$0             | \$10,324<br>\$1,824                | \$10,100          | \$17,400                      |
| DEBT SERVICE               | \$0            | \$0            | \$61,196        | \$159,561                          | \$159,562         | \$245,095                     |
| <b>Total</b>               | <b>\$0</b>     | <b>\$0</b>     | <b>\$61,196</b> | <b>\$186,945</b><br><b>\$1,824</b> | <b>\$187,212</b>  | <b>\$280,045</b>              |

**GENERAL SERVICES**

|                          | 2006<br>ACTUAL | 2007<br>ACTUAL | 2008<br>ACTUAL  | 2009<br>BUDGETED<br>ENCUMBERED | 2009<br>ESTIMATED | 2010<br>FISCAL YEAR<br>BUDGET |
|--------------------------|----------------|----------------|-----------------|--------------------------------|-------------------|-------------------------------|
| <b>APPROPRIATIONS</b>    |                |                |                 |                                |                   |                               |
| COMPENSATION             | \$0            | \$0            | \$0             | \$0                            | \$80              | \$0                           |
| OUTSIDE SERVICES         | \$0            | \$0            | \$29,394        | \$29,590                       | \$35,170          | \$35,210                      |
| SUPPLIES                 | \$0            | \$0            | \$0             | \$0                            | \$1,500           | \$1,500                       |
| UTILITIES                | \$0            | \$0            | \$46,647        | \$50,530                       | \$56,940          | \$56,940                      |
| INSURANCES               | \$0            | \$0            | \$1,665         | \$1,500                        | \$9,710           | \$9,900                       |
| OVERHEAD\FRINGE BENEFITS | \$0            | \$0            | \$4,123         | \$0                            | \$13,160          | \$13,386                      |
| <b>Total</b>             | <b>\$0</b>     | <b>\$0</b>     | <b>\$81,829</b> | <b>\$81,620</b>                | <b>\$116,560</b>  | <b>\$116,936</b>              |

**BUDGET DETAIL****PARKING OPERATIONS**

| COMMUNITY DEVELOPMENT      |                  |            |            |            |            |             |
|----------------------------|------------------|------------|------------|------------|------------|-------------|
|                            | 2006             | 2007       | 2008       | 2009       | 2009       | 2010        |
| <b>APPROPRIATIONS</b>      | ACTUAL           | ACTUAL     | ACTUAL     | BUDGETED   | ESTIMATED  | FISCAL YEAR |
|                            |                  |            |            | ENCUMBERED |            | BUDGET      |
| CAPITOL COMMONS PKG GARAGE | \$248,562        | \$0        | \$0        | \$0        | \$0        | \$0         |
| <b>Total</b>               | <b>\$248,562</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b>  |

**PARKING OPERATIONS****FUNDING IMPACT**

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Due to the continued sluggish growth in use of the Capital Commons Garage, revenue expectations have not reached their projected level from early on in the project. This negative pressure on the parking fund is projected to continue and will cause it to end FY 2009 with a significantly lower balance than where it began. Past reductions have reduced the impact, but the significant negative impact caused by lower than expected revenue from Capital Commons and overall collections provides for little fund balance projected for the end of FY 2010. Prior reductions have been mostly in debt service, and in the equipment and maintenance areas, with minor impacts on enforcement and collections. These reductions continue with a focus on debt service, the utilization of interest, a continuation of reductions in Capital projects, support work by General Services and other operational reductions. Debt service and interest usage have nearly been exhausted with the FY 2010 budget.

There will be no replacement of meters in the downtown area. Staff will continue to monitor current meters and increase preventative measures. Potentially, there will be an increase in the frequency of meter malfunctions. The card reader program has been enhanced with a new generation of parking debit cards having been implemented. This has stabilized that program.

The regular maintenance and cleaning in the parking structures has experienced a reduction in supplies, but not in the labor allocated to these facilities. With major refurbishments recently completed at Firehouse and Durgin, there has not been an impact in these areas.

Prior reductions have been made in the accounts that support the mailing of late notices and collection letters. Violators will continue to receive notices of overdue fines; however, the frequency of notices has decreased. The impact has been that violators have accumulated more violations and fines between the date of violation and notice, or between notices. However, we have seen fewer violations occurring.

We will continue with no parking enforcement on weekends during the Christmas holiday shopping season. This enforcement did not result in a great deal of revenue and we received few complaints from the community during this time period.

Since there has been no loss of staff, past reductions have been continued in accounts that support the recruitment and hiring of parking staff. With continued full staffing, there will be no impact. Should vacancies occur, hiring will be delayed as the Police budget will assume the cost of this and efforts will be made to work within regular work days, causing delays in the process.

As discussed last year, as well as the above, the most significant reductions in the Parking Fund budget are in debt service. These reductions are of a temporary nature and will be exhausted this year, as they are made possible only through the availability of excess interest earned on the investment of bond proceeds issued for garage construction. Going forward, the Parking Fund will need to develop the resources necessary to cover its full operating costs; otherwise it will be necessary for the General Fund to further subsidize Parking Fund costs. Currently, the General Fund pays a portion of debt service on the Capital Commons garage. It is expected that these short-term financial resources will be fully utilized along with the remaining Parking Fund balance by the end of FY 2010.

It is recommended that a comprehensive review of all meter rates, penalties, hours of enforcement and areas of service be done in FY 2010. With a negative fund balance looming in FY 2011, revenue enhancement of a significant nature will be required to stabilize the Parking Fund. Reductions have been made to an extent that anything further will result in direct service impacts and negative impacts on enforcement and collections. These reductions may further negatively impact the fund. Deferred Capital purchases from recent years will also be required in the near future to replenish and replace meters and other collections equipment, as well as enforcement vehicles.