



Memorandum

TO: DOWNTOWN PARKING BOARD

FROM: Arian Collen, DOT

SUBJECT: 2019-20 MID-YEAR FINANCIAL REPORT **DATE:** February 26, 2020

The attached report summarizes and compares the mid-year FY 2019-20 actual revenues and expenditures with the Parking Fund's Modified Budget.

Modified Revenue Budget is \$33.41 million and includes a \$14.3M SARA reimbursement.

Revenues were \$9.15M excluding the actual \$12.8M reimbursement (48% of the Modified Budget). Facility (49%) revenues are tracking slightly lower than budgeted as some revenue collections were impacted because of the ongoing new Parking Access Revenue Control System (PARCS) installation. Meter (48%) revenues are tracking slightly lower than budgeted due to downtown construction activity and the street reconfigurations from the Better Bikeway bike lane projects.

Operating Expenditures were \$6.47 million (47% of the Modified Budget). Contractual Services (40%) is tracking lower due to timing of invoice receipts and payment. DOT Personal Services (i.e. City Payroll) (41%) is tracking lower due to vacancies.

Transfers totaled \$503K (32% of Modified budget) with remaining transfers to occur during the second half of the year.

Net Revenue was \$14.98M, which is above budget (82% of the Modified Budget), primarily due to receipt of SARA reimbursement in the first half of the year.

Capital Expenditures totaled \$9.5M (26% of the Modified Budget).

Highlighted below are additional CIP expenditures anticipated in the second half of the year:

- **Greater Downtown Parking Garage:** Ongoing planning and design work in Diridon area on future Lot E lot/garage and Milligan lot
- **Minor Parking Facility Improvements:** Ongoing work to address various facility repairs as identified by consultant's facility assessment (\$600K)
- **Revenue Control:** Completion of initial garage site installations, followed by the Parking Guidance Signs and Parking Command Center buildout.

Net Change to Fund Balance was a decrease of approximately \$3.1M due to the significant transfer of \$21.8M to the Parking Capital Fund.

DOWNTOWN PARKING BOARD
 March 4, 2020
 Subject: 2019-20 Mid-Year Financial Report
 Page 2



	2018-19 Actual	2019-20 Modified Budget	2019-20 Actual	Variance to Budget	% of Modified Budget
Total Beginning Fund Balance	24,820,093	9,754,451	9,754,451	0	100%
Revenue:					
SARA Reimbursement	0	14,300,000	12,800,000	(1,500,000)	90%
Interest	159,083	150,000	20,282	(129,718)	14%
Miscellaneous	243,619	308,000	56,893	(251,107)	18%
Parking Lots & Garages	14,703,391	14,420,000	7,064,721	(7,355,279)	49%
Parking Meters	4,286,189	4,227,000	2,011,710	(2,215,290)	48%
Total Revenue	19,392,282	33,405,000	21,953,605	(11,451,395)	66%
Transfers					
- Public Restrooms	31,200	0	0	0	0%
Total Transfers	31,200	0	0	0	0%
TOTAL SOURCE OF FUNDS	44,243,575	43,159,451	31,708,056	(11,451,395)	73%
Operating Expenditures					
DOT Contract/Non-Pers/Equip	7,451,781	8,357,883	3,358,215	(4,999,668)	40%
-Public Restrooms	2,532	500,000	7,045	(492,955)	1%
DOT Personal Services	2,411,420	2,498,466	1,017,541	(1,480,925)	41%
Overhead	1,435,006	1,909,971	1,909,971	0	100%
Police Parking Garage Security Detail	186,942	365,000	173,659	(191,341)	48%
Total Operating Expenditures	11,487,681	13,631,320	6,466,431	(7,164,889)	47%
Net Revenue Less Operating Expenditures	7,935,801	19,773,680	15,487,175	(4,286,505)	78%
Transfers Out					
City Hall Debt Service Fund	127,035	115,431	115,431	0	100%
Downtown PBID	77,447	77,447	77,447	0	100%
General Fund	497,000	497,000	100,000	(397,000)	20%
-Diridon	0	125,000	0	(125,000)	0%
-SJ Sports Authority*	150,000	0	0	0	0%
-Street Activation	50,000	110,000	0	(110,000)	0%
-Retail Activation	0	125,000	0	(125,000)	0%
-SJ Storefronts Initiative	200,000	200,000	0	(200,000)	0%
-Downtown Ice Rink Improvemets	100,000	100,000	0	(100,000)	0%
- San Jose Downtown Association	210,000	210,000	210,000	0	100%
Total Transfers	1,411,482	1,559,878	502,878	(1,057,000)	32%
Net Revenue	6,524,319	18,213,802	14,984,297	(3,229,505)	82%
Transfer to Capital Program	21,589,961	21,893,564	21,803,560	(90,004)	100%
Total Expenditures	34,489,124	37,084,762	28,772,869	(8,311,893)	78%
Net Change to Fund Balance	(15,065,642)	(3,679,762)	(6,819,263)	(3,139,501)	185%

* Line item carry over from FY 2018-19, no revenue or expenses programmed in FY 2019-20

DOWNTOWN PARKING BOARD
 March 4, 2020
Subject: 2019-20 Mid-Year Financial Report
 Page 3

OFF-STREET

City of San Jose Parking Services Facility Income Statement FY 2019-20 Midyear (in thousands)	Convention	Market	Fourth/SF	Third St	Second	Almaden/Woz	Woz/ 87	Globe	1st/280	South Hall	Fairmont	Lincoln	Alum Rock	Other Programs (Vals, Int, etc.)	Off-Street Total	On-Street Total	Grand Total
Facility revenues:	\$1,487	\$2,547	\$574	\$729	\$650	\$547	\$203	\$73	\$56	\$196	\$0	\$0	\$0	\$77	\$7,141	\$2,012	\$9,153
Expenses:																	
Payroll	106	149	53	83	73	41	31	16	1	10	10	2	2	61	638	380	1,018
Supplies & Materials	2	3	2	2	2	1	1	0	0	0	0	0	0	0	15	17	31
Contractual Services	590	647	359	427	385	96	45	57	36	42	0	15	13	1	2,480	16	2,496
Utilities, Rent & Insurance	42	63	68	41	30	273	59	0	17	6	0	2	3	1	601	3	604
Audit and Overhead	219	260	136	138	138	57	57	19	6	2	19	6	6	115	1,177	733	1,910
Police Garage Security Detail	3	43	35	35	26	6	6	9	6	6	0	0	0	0	174	0	174
Employee Commute Program	0	0	0	0	0	0	0	0	0	0	0	0	0	233	233	0	233
SJDA Promotion and Events	0	0	0	0	0	0	0	0	0	0	0	0	0	210	210	0	210
Total Expenses:	\$962	\$1,164	\$653	\$725	\$654	\$474	\$199	\$101	\$67	\$67	\$30	\$24	\$21	\$621	5,527	\$1,149	\$6,676
Operating income (loss)	\$525	\$1,383	(\$78)	\$4	(\$4)	\$73	\$4	(\$28)	(\$11)	\$130	(\$30)	(\$24)	(\$21)	(\$544)	\$1,614	\$863	\$2,476
No. of Parking Spaces	1,140	1,386	745	836	503	390	267	67	113	150	440	87	50	N/A	6,234	2,253	8,487

DOWNTOWN PARKING BOARD
 March 4, 2020
Subject: 2019-20 Mid-Year Financial Report
 Page 4



Capital Program	FY 2019-20 Modified Budget	FY 2019-20 Actual Expenditures (through December)	FY 2019-20 Encumbered Expenditures	FY 2019-20 Total Expended + Encumbered	Notes
Downtown Event Parking Dynamic Message Sign Repair + Upgrades	679,753	90,965	260,449	351,413	• DMS Installation Ph. 2 - \$239K • Portable Signs - \$112K
Garage Elevator Upgrades	4,463,000	33,150	0	33,150	• Preliminary PW Engineering - \$33K • Project Pending Potential Future Area Development
Garage Façade Improvements	2,997,000	16,822	570,000	586,822	• Artist Contract - \$600K • Project Pending Revised Scope to Remove Existing Tile Façade
Greater Downtown Area Multi-Modal/Meter District/Streetscape Improvements	2,290,749	97,555	71,077	168,632	• LED Streetlights - \$18K • Downtown Wayfinding - \$150K
Greater Downtown Parking Inventory	13,022,536	381,701	547,650	929,351	• Francia Acquisition - \$330K • Milligan - \$235K • Lot E - \$156K • Diridon/Arena Area Consultant - \$186K (Ongoing)
Green Technologies + Innovation	202,000	92,116	0	92,116	• LED lighting upgrades: 2nd/San Carlos(\$65K) + South Hall(\$27K)
Minor Parking Facility Improvements	3,981,674	162,370	88,672	251,042	• Minor/Misc Projects - \$251K (Ongoing) • Consultant Recommended Improvements - \$600K (Programmed)
Revenue Control Upgrades	8,570,571	1,056,700	5,976,340	7,033,040	• PARCS SkiData Contract - \$6.6M (Encumbered & Ongoing) • IPS Smart Meter Upgrade - \$294K (Ongoing) • PARCS Command Center Buildout - \$78K (Ongoing)
Security Improvements	240,000	0	0	0	• No projects programmed in FY 19-20
Public Art	228,000	5,639	0	5,639	• OCA Labor - \$5.6K
City-Wide PW Capital Supprt Cost	120,000	51,983	0	51,983	• PW Capital Support Costs -\$52K
Program/Project Totals	36,795,283	1,989,000	7,514,187	9,503,187	
Reserves					
Parking and Transportation Capital Reserve	8,125,000	0	0	0	
SAP/Diridon Area Parking and Transportation Reserve	4,500,000	0	0	0	
Reserves Totals	12,625,000	0	0	0	
Transfers					
City Hall Debt Service Transfer	4,000	4,000	0	4,000	
Transfer to Traffic Capital (Fund 465)	1,700,000	1,700,000	0	1,700,000	Funds transferred to the Better Bikeways Project in the Traffic CIP
Transfer Totals	1,704,000	1,704,000	0	1,704,000	
Total Capital Program	51,124,283	3,693,000	7,514,187	11,207,187	



Memorandum

TO: DOWNTOWN PARKING BOARD

FROM: Arian Collen

SUBJECT: CUSTOMER SERVICE SURVEY
 (FY 2019 – 2020 First Semi-Annual Report)

DATE:

The following survey was distributed to customers at 7 garages (Market Street, Second/San Carlos, Third Street, Fourth/San Fernando Street, City Hall, Convention Center, and The Globe).

(Please use 1 as the lowest rating and 5 as the highest rating).

1. **Rate the Customer Service at this facility?**
low satisfaction 1 2 3 4 5 *high satisfaction*
2. **Rate the usability of the parking equipment (card reader, ticket dispensers, etc.)?**
difficult 1 2 3 4 5 *easy to use*
3. **Rate your satisfaction with the appearance and cleanliness of the facility?**
unacceptable 1 2 3 4 5 *acceptable*
4. **Was the signage in the facility clear and easy to follow?**
confusing 1 2 3 4 5 *clear*
5. **Do you feel safe parking in this facility?**
unsafe 1 2 3 4 5 *safe*
6. **Are you a monthly permit holder? Yes No**
7. **What prompted you to park at this facility?**
Location *Price* *Other*
Please write comments/recommendations on the back.

Responses to Question #6 (*Are you a monthly permit holder?*) 75% checked “No” and 25% checked “Yes.”
 The majority of responses to Question #7 (*What prompted you to park at this facility?*) indicated “Location” as the main reason to park at the facility.

	Customer Service	Parking Equipment	Appearance & Cleanliness	Facility Signage	Safety Satisfaction
Market Street Garage	4.73	4.64	4.64	4.49	4.62
Second/San Carlos	4.72	4.18	4.45	4.20	3.88
Third Street Garage	4.54	4.40	4.04	4.05	3.70
Fourth Street Garage	4.60	4.12	4.09	4.11	4.09
Convention Center	4.77	4.51	4.62	4.41	4.59
The Globe Garage	4.87	3.97	3.96	4.01	3.97
City Hall Garage	4.84	4.60	4.60	4.60	4.78
	4.72	4.35	4.34	4.27	4.23
COMBINED AVERAGES					
FY 18 – 19 Jul 2018 – Jun 2019	4.72	4.25	4.32	4.32	4.29
FY 17 – 18 Jul 2017 - Jun 2018	4.69	4.23	4.31	4.35	4.25
FY 16 – 17 Jul 2016 - Jun 2017	4.52	4.11	4.38	4.25	4.43
FY 15 - 16 Jul 2015 - Jun 2016	4.48	4.09	4.31	4.27	4.33