

UC RIVERSIDE
AUXILIARY AND SELF-SUPPORTING ENTERPRISES
Annual Business Report (ABR)

Unit Name **TAPS ACTIVITY A01297 - PARKING SERVICES**

Budgeted Fiscal Year **2014 / 15**

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Management's Discussion & Analysis (MD&A)

TAPS ACTIVITY A01297 - PARKING SERVICES for FY 2014 / 15

Mission Statement

Transportation and Parking Services (TAPS) is an auxiliary unit supporting UCR's Mission of Research, education and public service by providing sufficient and well-kept parking to faculty, staff students and visitors. This includes:

- * administering a fee-based parking program in which permits are paid for directly by faculty, students, staff and visitors
- * sustaining a well-patronized alternative transportation program to reduce single-occupant vehicle trips to the campus and carbon emissions from commuter vehicles
- * ensuring compliance to parking policy by issuing citations to violators and responding to appellants

Status and Future Direction of the Business

The TAPS General Operations budget (A01297-70060) is funded by: (1) permit revenues paid by students, faculty, staff, and visitors/pay-per-space users (86% of total revenue); (2) campus departments and organizers of special events (3% of total revenue); and (3) fees paid by Housing, Dining, and Resident Services (HDRS) for administrative, lot maintenance, and lot security services provided by TAPS personnel in resident student parking lots (11% of revenue). Roughly 18% of general operations revenue is used to augment funding for alternative transportation programs (A01295-70060) and transit operations/mobility services (A01296-70060).

Even though we face the ongoing challenge of providing sufficient ("just enough") parking at the lowest possible cost; overall, we feel that 2013-14 was very successful for the department. We were able to implement and support key safety initiatives such as our Point-to-Point (P2P) shuttle and increased patrol of the "H" (Linden-Blaine-Rustin) in support of safety task force recommendations. We were also able to meet our AQMD Rule 2202 goal of achieving at least a 1.50 average vehicle ridership (AVR - ours was 1.58) and have our plan approved for this upcoming year as well. We also successfully implemented our new pricing for Special Events services, and this was well received by campus departments as it dramatically reduced their costs of holding these functions on campus.

While this year has been challenging due to restricted parking availability in Lot 13 related to Glen Mohr II construction, we have managed to get through the peak periods of both fall and winter quarters with the assistance of our friends in UNEX and the lease of temporary parking from Grace Methodist Church.

As we prepare for the anticipated crush of 2014-15, we are hopeful that we will have roughly 250 additional overflow spaces available for students next fall. Lot 32, east of Lot 30, will be going out to bid very shortly, and construction should be completed by the end of the school year. In looking a little farther down the road, we have also had preliminary discussions with Capital Planning staff about increasing the capacity of Lot 50 west of the freeway by adding roughly 200 spaces to this lot when Highlander Hall is demolished. We believe that both of these projects will help provide

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sufficient space for students through 2017-18, as identified in our long range plan.

In general, as we look ahead to 2014-15, we have three key initiatives we hope to accomplish/implement next fiscal year:

- (1) Implementing the Chancellor's *Face of the University* parking initiative which provides free parking for guests attending defined no-cost (or low-cost) University functions.
- (2) Hiring a permanent director to lead efforts in providing parking, transit, and alternative transportation services in a mission-oriented, customer-service focused manner.
- (3) Completing the upgrade of lighting in Lot 26 (near the Sports Complex) to provide enhanced safety for students and members of the University community.

Workforce and Staff Planning

As identified in our long-range parking plan, no additional staff are projected to be added over the next four years. As situations and technology change, TAPS will continue to evaluate its staffing requirements and look for additional ways to maximize resources during 2014-15 and beyond. At the very least, however, we are committed to maintaining existing staffing levels for the foreseeable future.

Overall Financial Position

In last year's request, we presented our current five year financial plan. In this plan, we proposed keeping rates constant in 2013-14 -- and we have -- but then seeking annual average increases of 6.3% from 2014-15 through 2017-18 to cover operating costs and only "MUST DO" major maintenance/construction/renovation projects. Implicit in this request are the key assumptions that TAPS will not increase staffing levels during this period, and that annual major maintenance/construction expenses will average just over \$467K per year.

The financial information included in the *Summary* spreadsheet tab illustrates that we are still on target with last year's projection; therefore, we would like to move forward with the increases we identified as being necessary in last year's budget materials. We will continue to monitor our financial position each year and make requests as necessary, but at this point in time we feel that we are still on track.

In anticipation of the approval of this plan, we have met with our TAPS Advisory Committee (and a subset of members more interested in the details of the plan), ASUCR senate members, and the Chair of the Academic Senate, with additional presentations planned for senior management and the campus community at large. So far, the response has been as positive as we could have hoped for. While nobody is happy about permit increases, we believe that these groups and individuals at least understand the need for the increase based on the assumptions identified in the long range plan.

Therefore, we are requesting the first year of these average 6.3% increases for 2014-15. The net result would be \$2/month increases in gold (student) permits, \$3/month in blue (faculty/staff)

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permits, \$4/month in red (faculty/staff preferred), and \$6 month in "X" (exeuctive) permits. While we project the need for similar annual increases through 2017-18, as mentioned above, we will continue to re-evaluate our assumptions and present any revisions necessary in subsequent budget proposals.

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Revenue

TAPS ACTIVITY A01297 - PARKING SERVICES for FY 2014 / 15

Good / Service / Project	Actual FY 2012 / 13	Budget FY 2013 / 14	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
Parking Permits	3,727,178	3,660,329	3,669,056	4,013,387	
Visitor Lots	677,201	746,623	634,478	674,762	
Event Parking	228,365	226,446	217,025	189,361	1
Kiosk	188,303	149,649	172,809	183,696	
Recharge Other	615,722	547,031	540,896	594,523	2
Over/Short Account	(60)	-	44	-	
Transfer to A01295-70060	(577,824)	(628,959)	(700,964)	(733,374)	3
Transfer to A01296-70060	(164,838)	(305,860)	(294,032)	(309,377)	
Sale of Equipment	-	292	-	-	
Other	-	-	-	-	
Revenues	\$ 4,694,048	\$ 4,395,551	\$ 4,239,312	\$ 4,612,977	

Subsidized Income	-	-	-	-
Subsidized Expenditures				
BC 10 - 14	-	-	-	-
BC 25 - 28	-	-	-	-
BC 20 - 21, 30, 31	-	-	-	-
BC 40 - 70	-	-	-	-
BC 75 - 77	-	-	-	-
Expenditures	\$ -	\$ -	\$ -	\$ -

Check of Balances Ok Ok Ok Ok

Provide Full Accounting Unit (FAU)				
Activity(s)	A01297	A01297	A01297	A01297
Fund(s)	70060	70060	70060	70060

Footnotes

1. FY2013-14 includes ~\$27K in reimbursements for H-patrol costs.
2. Housing, Dining, and Residential services MOU reduced based on reduced expenditures in TAPS In FY2013-14. Additional recharge expected in FY2014-15
3. Decreased citation revenue is projected to result in increased transfer from general operations to fund alternative transportation programs.

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Income Statement

TAPS ACTIVITY A01297 - PARKING SERVICES for FY 2014 / 15

	BC	Actual FY 2012 / 13	Budget FY 2013 / 14	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
Revenues		\$ 4,694,048	\$ 4,395,551	\$ 4,239,312	\$ 4,612,977	
Staff Appointments	25	1,297,632	1,495,250	1,363,203	1,544,901	1
Staff Stipends, Allows, OT	26	55,469	39,992	64,182	52,218	
Staff - Other	27	34,645	-	(21,717)	-	2
Staff Sal Non-Perm Funding	28	20,738	6,545	4,269	4,804	
Benefits - Staff	30	595,440	719,853	645,925	803,573	1
Benefits - Staff Vac Accrual	31	1,253	-	964	0	
Travel	40	6,695	3,304	141	141	
Supplies & Materials	41	204,506	121,073	117,882	117,882	3
Services, Other	42	928,662	883,507	955,462	960,175	
Mail Services & Freight	43	8,561	8,602	8,964	8,964	
Printing / Repro & Media	44	40,736	20,877	71,899	71,899	4
Communication	45	78,036	73,390	78,396	78,396	
Computing	46	77,686	48,359	75,085	75,085	
Other Supplies & Expense	47	161,172	167,142	176,423	220,331	5
Amortization / Depreciation	48	-	-	-	-	
Interest	49	-	-	-	-	
Foods and Staples	50	-	-	-	-	
Equipment / Other Inventory	60	-	-	-	-	
Facilities	70	1,344,223	1,423,039	1,012,648	1,079,402	6
Planned Deficit/(Surplus)	75	N/A	-	N/A	-	
Unallocated Emp Benefits	76	N/A	-	N/A	-	
Unallocated Staff Salaries	77	N/A	-	N/A	-	
Direct Expenditures		\$ 4,855,455	\$ 5,010,933	\$ 4,553,725	\$ 5,017,773	
Total Direct & Indirect Exp.		\$ 4,855,455	\$ 5,010,933	\$ 4,553,725	\$ 5,017,773	
Net Income/(Loss)		\$ (161,407)	\$ (615,382)	\$ (314,413)	\$ (404,796)	

Provide Full Accounting Unit (FAU)

Activity(s)	A01297	A01297	A01297	A01297
Fund(s)	70060	70060	70060	70060

Footnotes

1. FY2014-15 includes projected hiring of Director on July 1, 2014.
2. Biweekly payroll accrual/reversal for FY2012-13. Current year amounts are included in BC25.
3. FY2012-13 includes implementation costs for T2 Flex event parking module.
4. Increased printing charges associated with biennial permit printing. FY2012-13 costs were incurred at the end of FY2011-12.
5. Increase of 73% for UCOP assessment projected in FY2014-15.
6. Major maintenance expenditures in the operating fund - FY2012-13 - \$192,481, FY2013-14 - \$157,245
FY2014/15 - \$224,000.

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Equity

TAPS ACTIVITY A01297 - PARKING SERVICES for FY 2014 / 15

	Actual FY 2012 / 13	Projected FY 2013 / 14	Proposed FY 2014 / 15	Note
Accumulated Earnings				
Accumulated Earnings				
Beginning Balance	653,549	466,013	(466,688)	
Net Income/(Loss)	(161,407)	(314,413)	(404,796)	
Deficit Recovery Payment	-	-	-	
Outflows				
Transfer to 75190	(46,361)	(46,361)	(46,361)	
Transfer to 76246		(583,690)		
STIP	20,232	11,762	(4,464)	
Accumulated Earnings	\$ 466,013	\$ (466,688)	\$ (922,309)	
Asset Acquisition				
Asset Acquisition				
Beginning Balance (Fund 75190)	88,602	71,855	86,181	
Inflows				
Transfer from Operations	46,361	46,361	46,361	
Outflows				
T2 Flex Servers	(10,442)	-	-	
LED Signs	(34,661)			
Genie Boom	(17,876)			
Electric Vehicle Chargers		(31,955)		
Equipment Purchases			(15,000)	
UCOP Assessment	(128)	(80)	(80)	
Asset Acquisition	\$ 71,855	\$ 86,181	\$ 117,461	
Renewal / Replacement				
Renewal / Replacement				
Beginning Balance (Fund 76246)	363,452	113,452	88,459	
Inflows				
Transfer from Operations	-	583,690	-	
STIP		98,858		1
Return of Funds from Plant		58,460		2
Outflows				
956542 - Lot 27 - EH&S relocation	(250,000)	(250,000)	-	
Lot 32		(120,000)		
Lot 26 Lighting Upgrade		(396,000)		
Renewal / Replacement	\$ 113,452	\$ 88,459	\$ 88,459	
Total Equity	\$ 651,319	\$ (292,048)	\$ (716,388)	

Footnotes

1. This STIP is actually available in our plant fund as a result of leaving balances in this account to be available for capital projects. We were unaware that this was available to TAPS until early in 2013-14, and it will be used in completing the projects identified in our attached R&R schedule.
2. These funds returned to TAPS were originally to fund renovation of Lot 17 to accommodate EH&S safety concerns. This project is actually going to be completed with major maintenance funds from our operating budget, and the funds listed here will be applied to future capital projects.

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Rate Comparison

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TAPS Permit Rates, 2014-15

	Current Rate (FY2013-14)	Proposed Rate (FY2014-15)	% Increase
Commuter Permits			
Gold	\$33.00	\$35.00	6.3%
Gold Plus	\$40.00	\$43.00	6.3%
Night	\$11.00	\$12.00	6.3%
Blue	\$40.00	\$43.00	6.3%
Red	\$56.00	\$60.00	6.3%
Motorcycle	\$18.00	\$19.00	6.3%
X-Permit	\$88.00	\$94.00	6.3%
Vendor Permits	\$47.00	\$50.00	6.3%
Alternative Transportation Permits			
Carpool Red	\$28.00	\$30.00	7.1%
Carpool Blue	\$20.00	\$21.50	7.5%
Carpool Gold	\$16.50	\$17.50	6.1%
Daily Permits			
Gold	\$6.00	\$7.00	16.7%
Blue	\$8.00	\$9.00	12.5%
Vendor	\$10.00	\$11.00	10.0%

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Event Parking Rates

	Current Rate (FY2013-14)	Proposed Rate (FY2014-15)	% Increase
Hourly Rate for Lot Attendants	\$32.60	\$32.60	0%
Cost Per Sign	\$1.26	\$1.26	0%
Hourly cost per space	\$0.18	\$0.18	0%

TRANSPORTATION & PARKING SERVICES
2013-14 MONTHLY PARKING PERMIT RATE FEES

	<u>UCR</u>		<u>Merced</u>	<u>Berkeley</u>	<u>Davis</u>	<u>Santa Cruz</u>	<u>San Diego</u>	<u>Irvine</u>	<u>Los Angeles</u>
	<i>Current</i>	<i>Proposed</i>							
Commuter Permits									
Gold (Student)	\$33.00	\$35.00	\$31.00	\$81.75	\$42.00	\$57.75	\$61.00	\$66.00	\$74.00
Gold Plus (Student)	\$40.00	\$43.00	N/A	N/A	N/A	\$66.00	N/A	\$85.00	N/A
Night	\$11.00	\$12.00	N/A	\$45.00	\$24.00	\$9.25	\$14.00	\$37.00	\$43.00
Blue (Faculty/Staff)	\$40.00	\$43.00	\$31.00	\$90.00	\$51.00	\$66.00	\$81.00	\$62.00	\$74.00
Red (Faculty/Staff)	\$56.00	\$60.00	\$67.00	\$124.00	N/A	N/A	\$93.00	\$81.00	\$93.00
Motorcycle	\$18.00	\$19.00	\$31.00	\$24.00	\$23.00	\$16.50	\$22.00	\$37.00	N/A
X-Permit (Faculty/Staff)	\$88.00	\$94.00	N/A	N/A	\$100.00	\$115.50	\$174.00	\$130.00	\$136.00
Vendor Permits	\$47.00	\$50.00	\$31.00	\$130.00	\$60.00	N/A	\$176.00	\$104.00	\$252.00
Alternative Transportation Permits									
Carpool Red	\$28.00	\$30.00	\$67.00	\$44.00	N/A	N/A	N/A	Free (4 or more)	\$36 to \$60
Carpool Blue	\$20.00	\$21.50	\$31.00	\$29.00	\$21.00	\$47.50	N/A	Free (4 or more)	\$36 to \$60
Carpool Gold	\$16.50	\$17.50	\$31.00	\$28.75	\$17.00	N/A	N/A	Free (4 or more)	\$36 to \$60
Daily Permits									
Gold	\$6.00	\$7.00	\$6.00	\$12.00	\$8.00	\$6.00	\$8.00	\$10.00	\$12 to \$20
Blue	\$8.00	\$9.00	\$6.00	\$16.00	N/A	N/A	N/A	\$14.00	\$12 to \$20
Vendor	\$10.00	\$11.00	\$6.00	\$20.00	\$10.00	N/A	\$15.00	\$17.00	\$12 to \$20

