



**Parking Commission of the City of St. Louis**  
**Notice of Open Meeting**

(Notice Posted Wednesday, April 8, 2015)

Monthly Parking Commission Meeting

April 9, 2015

2:00PM

Treasurer's Office Conference Room  
133 South Eleventh Street, Room 300  
St. Louis, Missouri 63102

**Agenda**

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
- IV. Old Business
  - a. Xerox Contract
  - b. Parade and Special Events Permitting
  - c. Garage Monthly Rates
- V. New Business
  - a. Budget
- VI. Adjournment

A vote may be taken in open session to hold a closed meeting pursuant to Chapter 610 RsMO.



**TREASURER'S OFFICE  
CITY OF SAINT LOUIS  
MISSOURI**

1200 Market Street  
Room 220, City Hall  
St. Louis, MO 63103  
(314) 622-4700

**TISHAURA O. JONES**  
*Treasurer*

**St. Louis Parking Commission Meeting  
Thursday, April 9, 2015  
2:00 p.m.  
Treasurer's Office Conference Room  
133 South 11th Street - 3rd Floor  
St. Louis, Missouri 63102**

Roll Call:

Honorable Tishaura O. Jones	-	Present
Honorable Darlene Green	-	Ms. Elaine Spearman, Proxy
Honorable Freeman Bosley	-	Present
Mr. Steve Runde	-	Present
Mr. Carl Phillips	-	Present

Guests:

Jared Boyd - Chief of Staff & Legal Counsel - Treasurer's Office  
Leonard Johnson - Deputy Chief of Staff - Treasurer's Office  
Michelle Smart - Chief Fiscal Officer - Treasurer's Office  
Shirley Rukcic - Director of Administrative Services - Treasurer's Office

The Chairman called the meeting to order at 2:05 p.m. A roll call of Commissioners indicated a quorum was present. The Chairman asked the Commissioners if there were any questions or corrections from the March 12, 2015 meeting, there were none. The Chairman entertained a motion to approve the minutes, the motion was made by Ms. Spearman and seconded by Commissioner Phillips, the motion was approved by acclamation without objection.

Next, the Chairman asked Mr. Boyd to give an update on the Xerox Contract. Mr. Boyd stated the first amendment deals with the actual effective date. When the contract was signed, we thought January 19, 2015 would be the effective date. We realized it would be easier for both our previous vendor and Xerox to push it back to February 1, 2015 for billing purposes. We wanted the Commissioners to be informed of the amendment.

The second amendment deals with the scope of work. We wanted to clarify that Xerox is not only responsible for the parking meters on the streets but also the parking meters on



our lots. Mr. Boyd stated the third bullet-point on page 21 of the Agreement should read: "Provide new single-space and multi-space meters for on-street enforcement of the City's 7,700 metered spaces, ***including lots controlled by the St. Louis Treasurer's Office, including the Soulard Lot, Olive Street Lot, and the Greyhound Lot, and transfer title to those meters to the City upon acceptance.***"

The last amendment deals with the lease expense for the central service center which we have been paying. The Parking Violations Bureau, Xerox and current landlord have taken longer than we would have liked to finalize the assignment of the lease. They technically didn't remit the lease payment on February 1, 2015, however, they are reimbursing us for that expense. The amendment notes that, "the City will deduct the lease expense for the central service center from the Xerox's monthly invoice until the lease has been fully executed and becomes the responsibility of Xerox State and Local Solutions."

After a brief discussion on the amendments to the Xerox Contract, the Chairman asked if there were any questions, there were none. The Chairman entertained a motion to approve the amendments to the contract between Xerox and the Parking Commission. The motion was made by Commissioner Bosley and seconded by Ms. Spearman. The motion was approved by acclamation without objection.

Next, the Chairman asked Leonard Johnson to discuss the parade and special events permitting. Mr. Johnson stated that this was discussed at the last parking commission meeting, nothing has changed, and we wanted to get it officially approved by the Parking Commission. We have looked at Nashville, Kansas City, Indianapolis and Cincinnati with similar parking technology that are moving toward upgrades similar to St. Louis as it relates to special events and meter rentals. We have been working with the Street Department to identify the routes for parades, runs and the Komen Walk; all the routes are basically the same. In addition to the \$500.00 permit cost for the standard route, a deposit would be required. Outside the standard route, we are looking at an additional cost of \$20.00 per block. Maps will be available on line and you can apply for permits on-line at the Street Department.

Next, Mr. Johnson discussed our current parking meter rental charges. He stated that when it comes to our daily rental fees, to rent a meter for construction, a moving van or a non-event affair the charge is \$2.00 per day. We looked at other cities, which charge \$20.00 on an average per day. We are proposing to increase that fee from \$2.00 to \$10.00 per day. The \$10.00 charge is still less than the revenue we would receive if a car was parked at the meter all day. There are construction projects that can go from a day to a year and the particular meters they need to rent may be high revenue generating meters. If the meters are taken out of operation at \$2.00 per day, it's a huge loss of revenue. We need to make sure that we are abiding by our bond covenants and ensure that we are receiving our maximum revenues for those meters.

The Chairman stated that this increase is a result of us looking at our current pricing structure, how long it's been there and what other cities are doing and how can we

change it to make sure it's equitable based on our current operations. Commissioner Runde stated the Arcade Building currently has a permit for a year and inquired whether the increase would affect them. The Chairman stated it will not affect any current permits. The increase will go into effect after July 1, 2015. We will do a press release to inform the public and a letter will be sent to contractors and the community. After a brief discussion, the Chairman asked if there were any questions, there were none. The Chairman asked for a motion to approve the meter rental rate increase as presented by Mr. Leonard Johnson. The motion was made by Commissioner Runde and seconded by Commissioner Phillips. The motion was approved by acclamation without objection.

Next, the Chairman asked Mr. Boyd to discuss the rate increases in the garages. Mr. Boyd stated that at the last meeting the potential of increasing rates at Argyle and 9 North was discussed. After some research, it was discovered that most of the garage rates had not been increased since they were built. When rates are not increased over a long series of years, you are actually cutting rates because of inflation and other cost increases. We are proposing rates that would be in line with our competitors' rates.

The Justice Garage was built in 2009 and rates have not been increased since it was built. The garage is essentially at capacity or near capacity for monthly parkers because of its proximity to the courts and other important places. Seventh and Pine Garage rates haven't been increased since 2004. There will be a demand in that garage because the Arcade Building will be using some spaces and we have been approached by other developers who are looking at buildings on Olive for parking space.

The Kiel facility opened 20 years ago, the rates were increased modestly in 2012 from \$60 to \$70 per month, which is not much more from what it is today. People who entered a monthly contract in the city hall lot paid \$80.00 per month before 2012 and \$95.00 per month after.

Argyle opened in 2001. There used to be two different rates for Argyle, one for daytime parkers at \$49.00 and one for 24 hours parkers at \$55.00. We eliminated the difference and made everybody 24 hours parkers at \$65.00 per month. Our contract states that people are not allowed to store their cars in the garage, however, a lot of people do store their cars in the garage which means that we don't see additional daily revenue for those spaces. We would like to give people an incentive to move their cars in the garage by having valet and alleviate parking on residential streets. Raising rates for the 24 hours parkers will help us offer different things in the evenings.

Mr. Boyd stated 9 North and Argyle are basically the same. The rates at 9 North were lowered from \$125.00 to \$65.00 per month. The garage is now full. There are several developers who want space in this garage. The garage is located on what might be one of the most active blocks in the City. Being able to raise the 24 hours rate will help. Other than Argyle and 9 North, we are suggesting a \$5.00 increase in rates.

After discussion about the rate increases, Chairman Jones asked if there were any questions. Commissioner Bosley suggested that the rate increase information be

submitted to the Board Members. The Chairman stated the information would be reduced to a memo format and sent to all the aldermen and elected officials. The Chairman asked if there were any other questions about the proposed rate changes, there were none. The Chairman entertained a motion to approve the rate increases in the garages per the information submitted by Mr. Boyd. The motion was made by Commissioner Phillips and seconded by Ms. Spearman. The motion was approved by acclamation without objection.

Next, the Chairman gave highlights on the budget. She stated for 2016 we are proposing a little over \$19.6 million in revenue compared to our projected revenue for 2015 which was \$17.5 million. The reason for the increase is because of certain things that were done over the last year. The meter rates were increased to a \$1.00 and \$1.50 effective July 1, 2015 which should bring in \$980,000.00. The citations were increased while the issuance fee decreased with the renegotiation of the contract with Xerox and that should bring in about \$1.2 million. The monthly rate increases for the garages that were just approved should net about \$146,000.00 and the adoption of the new credit card technology across all garages and meters is slated to bring in about \$1.4 million.

Next, Commissioner Bosley asked if it would be a problem to inform citizens how ticket prices escalate. Commissioner Phillips stated the information will be in two different places, it will be on the ticket and the back of the envelope. The citizens will see that the number of days to pay increased from 14 days to 21 days with the fine escalating to double on the 22nd day after issuance if not paid.

Next, the Chairman discussed the expenses. She stated there is an increase in expenses totaling \$834,000.00 that is before debt service. A portion is bank fees because we are accepting credit cards now. There is a merchant fee that goes with every transaction that is processed, this expenses is about \$213,000.00. Tenant improvements for the property that we own will be about \$132,000.00. We are going to purchase accounting software this year to make our fiscal officer's job a lot easier and it would be more beneficial for accounting and auditing purposes. We are doing this in conjunction with the City updating their accounting software.

Ms. Spearman asked if the accounting software will be compatible with the City's to ensure that all transfer ability is easier. The Chairman stated there are some things that need to be compatible but a lot of our work is separate. When the software is updated, the staff that has interaction with that software will be trained on the new software for the interaction between the departments.

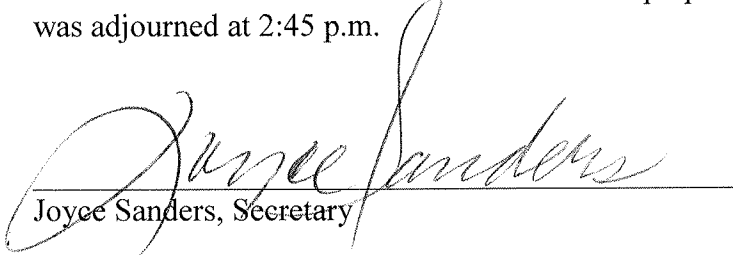
There is an \$111,000.00 savings on the outsourcing contract this year. Savings from 2014 is actually \$232,000.00 from this current fiscal year. The Parking Enforcement Officers are getting a full complimentary of uniforms, that's an increase of \$14,000.00. Salary and benefits continue to be our largest expense and that will increase to \$101,705 due to a 2% merit increase. Health insurance increased to about \$39,000. We added staff including a PR Assistant, Accountant and an I.T. Director. We lost a couple of positions in HR and the PR Director. Hudson security will see an increase of \$135,000.00 because

we are increasing our police presence during events due to the increase in thefts. Also, an increase of \$300,000.00 is allotted for the Office of Financial Empowerment which is new to the office this year.

After a brief discussion regarding the expenses, the Chairman asked if there were any questions. Ms. Spearman asked if there was a reason that the legal services came down from the projected 2015 of \$383,000.00 to \$350,000.00. The Chairman stated the budget was actually \$304,000.00. We went over budget this year so we increased the budget to \$350,000.00. We will probably spend more for legal services because of some outstanding law suits and some development issues that we had this year.

Next, Ms. Spearman asked if the professional services expense covers all the contracts. The Chairman stated that the professional services expense is related to everything we do in the office. Ms. Spearman asked what kind of employees incentives are done with the amount of money that is provided in the budget. The Chairman stated we purchase small items for the office. When we did a service project for M.L.K. Day, we bought aprons with the Treasurer's Office logo on it. Each year we have an employee appreciation day, anything that is spent on the employees we put in that category. Next, Ms. Spearman asked who was covered under the travel expense. The Chairman stated everybody. We started to send Michelle Smart, our Chief Fiscal Officer, on trips so she can get better trained on G.A.S.B. Accounting Principle. After some discussion, the Chairman asked if there were any other questions, there were none. The Chairman asked for a motion to approve the budget for 2016. The motion was made by Ms. Spearman and seconded by Commissioner Bosley. The motion was approved by acclamation without objection.

The Chairman thanked Ms. Michelle Smart for preparing the 2016 budget. The meeting was adjourned at 2:45 p.m.

  
Joyce Sanders, Secretary

TOTAL PARKING DIVISION  
DISBURSEMENT LEDGER  
BUDGET YEAR FISCAL 2016

	Actual 2014	Budget 2015	Projected 2015	ENCUMBERED	AVAILABLE FUNDS	Budget 2016
5101 SALARIES - REGULAR	\$ 3,023,139.38	\$ 3,795,835.00	\$ 3,518,618.97	\$ -	\$ 277,216.03	\$ 3,911,263.70
5111 SALARIES - TEMP	\$ -	\$ 7,500.00	\$ 7,526.00	\$ -	\$ (26.00)	\$ 17,187.20
5112 SALARIES - PER PERFORMANCE	663,091.31	416,461.00	367,616.56	-	48,844.44	384,351.77
5136 SOCIAL SECURITY	273,833.85	322,813.00	291,857.75	-	30,955.25	329,929.40
5137 HEALTH INSURANCE	506,041.23	696,150.00	652,012.48	-	44,137.52	760,384.00
5138 RETIREMENT	458,368.07	594,554.00	535,232.35	-	59,321.65	593,338.70
5138.1 RETIREMENT - DEBT SERVICE	54,380.82	76,717.00	64,917.69	-	11,799.31	74,314.01
5142 LIFE INSURANCE	12,769.99	16,802.00	15,214.89	-	1,587.11	17,131.34
5144/5147 WORKERS COMPENSATION & FEES	127,556.43	196,029.00	195,207.87	-	821.13	201,824.24
	5,119,181.08	6,122,861.00	5,648,204.55	-	474,656.45	6,289,724.37
5235 OFFICE & COMPUTER SUPPLIES	18,950.15	25,758.00	20,785.49	-	4,972.51	49,445.00
5237 HEALTH & SAFETY(Wearing Apparel)	25,197.44	24,442.00	21,543.27	-	2,898.73	39,276.84
5238 FACILITY & GROUND (Office Renovations)	22,038.38	30,550.00	28,162.74	-	2,387.26	36,300.00
5239 FLEET SUPPLIES	59,261.85	67,855.00	62,020.32	-	5,834.68	64,000.00
5290 PARKING SUPPLIES (Tools, Misc. Tickets)	55,472.60	76,060.00	75,294.14	-	765.86	78,800.00
52XX Unused	-	-	-	-	-	-
	180,920.42	224,665.00	207,805.96	-	16,859.04	267,821.84
5335 LEASE of EQUIPMENT	-	-	-	-	-	-
53xx Unused	-	-	-	-	-	-
	-	-	-	-	-	-
5435 OFFICE EQUIPMENT	24,923.19	35,610.00	37,381.18	(0.00)	(1,771.18)	20,244.00
5490 PARKING EQUIPMENT under \$5,000	19,394.00	35,600.00	29,462.00	-	6,138.00	35,700.00
54xx Unused	-	-	-	-	-	-
5535 CAPITAL EQUIPMENT	6,000.00	64,830.00	68,961.00	-	(4,131.00)	46,097.00
5538 TENANT IMPROVEMENTS	8,257.01	57,177.00	30,733.66	-	26,443.34	218,775.00
5539 FLEET EQUIPMENT	-	28,655.00	-	-	28,655.00	-
	58,574.20	221,872.00	166,537.84	(0.00)	55,334.16	320,816.00
5635 POSTAGE & OFFICE EQUIPMENT REPAIR	6,136.19	8,595.00	5,719.92	-	2,875.08	7,532.00
5636 TELECOM SERVICES	53,197.05	55,413.00	54,120.68	-	1,292.32	63,531.64
5637 HEALTH & SAFETY	38,822.45	20,860.00	42,716.30	-	(21,856.30)	20,470.24
5638 FACILITY & GROUND	489,847.00	493,079.00	456,780.39	(0.00)	36,298.61	499,909.45
5639 FLEET REPAIRS	36,245.89	41,500.00	36,050.59	-	5,449.41	29,500.00
5645 TRAVEL	11,314.29	20,000.00	18,247.90	-	1,752.10	22,500.00
5646 EMPLOYEE INCENTIVES/CPE	2,182.00	3,000.00	2,704.00	-	296.00	15,147.23
5649 UTILITIES	201,695.24	242,677.00	229,095.28	-	13,581.72	235,535.00
5658 BANK FEES	-	-	-	-	-	213,003.11
5659 PROFESSIONAL SERVICES <i>Hudson Security</i>	275,644.05	358,181.00	325,436.26	-	32,744.74	544,490.00
5660 LEGAL SERVICES	288,184.14	304,000.00	383,570.57	-	(79,570.57)	350,500.00
5662 MISCELLANEOUS SERVICES (PASS THROUGH)	-	-	-	-	-	175,000.00
5663 INSURANCE (Abrams)	197,409.00	205,029.00	197,729.00	-	7,300.00	208,500.00
5668 LOBBYING	1,528.62	8,600.00	7,418.83	-	1,181.17	-
5670 PRIOR YEAR ENCUMBRANCES	105,808.41	111,200.00	90,377.33	-	20,822.67	132,000.00
5690 PARKING EXPANSION & REPAIRS	56,518.88	41,000.00	9,687.00	-	31,313.00	21,500.00
5790 NEW PARKING LOTS - SPECIAL	34,932.63	156,500.00	53,601.16	-	102,898.84	167,500.00
5790 Outsourcing - Gateway Parking	2,065,485.62	1,620,000.00	1,599,633.81	-	20,366.19	1,508,209.00
	3,864,951.46	3,689,634.00	3,512,889.02	(0.00)	176,744.98	4,214,827.67
Operating Budget before Debt Service	9,223,627.16	10,259,032.00	9,535,437.37	(0.00)	723,594.63	11,093,189.88
5755 PRINCIPLE	6,056,294.00	4,099,339.00	3,975,834.00	-	123,505.00	6,398,858.00
5756 INTEREST	-	339,804.00	-	-	339,804.00	-
5757 DEBT FEES	21,640.00	25,000.00	20,670.00	-	4,330.00	22,000.00
57WW Unused	-	-	-	-	-	-
57XX Unused	-	-	-	-	-	-
	6,077,934.00	4,464,143.00	3,996,504.00	-	467,639.00	6,420,858.00
	\$ 15,301,561.16	\$ 14,723,175.00	\$ 13,531,941.37	\$ (0.00)	\$ 1,191,233.63	\$ 17,514,047.88
27th Pay		\$ 15,726.00				\$ 16,036.18
		\$ 14,738,901.00				\$ 17,530,084.06

General Fund	
Est. Revenues	\$ 18,634,665.20
Cupples Revenues	\$ 291,417.01
Cupples Expenses	\$ (291,417.01)
Budget Disburse.	\$ (17,238,667.05)
Projected Income	\$ 1,395,998.15
40%	\$ 558,399.26

**Revenue Budget for Fiscal 2015-16**

	Actual <u>2014</u>	Budget <u>2015</u>	Projected <u>2015</u>	Budget <u>2016</u>
Parking Meters(gross)	\$4,095,639	\$4,000,000	4,012,119	5,358,529
Parking Tickets(net)	4,045,445	4,000,000	4,067,301	5,062,983
Boots	171,050	165,000	162,600	175,000
<b>Kiel Parking Project</b>				
Daily-Kiel	255,159	263,009	254,187	258,000
Daily-CH	642,975	613,687	534,184	587,602
Monthly-Kiel	291,955	307,789	346,504	338,616
Monthly-CH	154,859	165,732	132,162	158,025
Event	2,627,323	2,134,783	2,500,815	2,250,000
Misc-Kiel/CH	16,102	15,000	14,254	16,000
Subtotal Kiel	3,988,372	3,500,000	3,782,107	3,608,243
<b>Justice Center Garage</b>				
Daily	152,000	138,077	133,307	141,305
Monthly	476,528	416,148	510,905	450,980
Event	446,725	368,950	479,702	425,800
Justice Garage - Retail	98,454	95,628	97,096	102,603
Subtotal Justice	1,173,708	1,018,803	1,221,009	1,120,688
<b>Argyle Garage - Parking</b>				
Daily	326,337	321,789	349,117	366,573
Monthly	277,424	292,188	255,114	302,801
Argyle Garage - Retail	149,923	141,784	133,022	150,463
Subtotal Argyle	753,685	755,760	737,253	819,837
<b>Williams Paper Project</b>				
Daily	0	0	0	0
Monthly	52,703	58,320	64,203	54,360
Event	305,758	322,400	322,800	304,400
Williams Paper Lot - Misc	230		369	350
Subtotal Williams	358,691	380,720	387,371	359,110
<b>7th &amp; Pine - Parking</b>				
Daily	77,579	80,838	60,070	66,077
Monthly	780,591	721,522	768,205	803,130
Event	99,000	97,640	81,111	84,000
7th & Pine - Retail	227,446	224,403	231,068	232,950
Subtotal 7th & Pine	1,184,616	1,124,403	1,140,454	1,186,157
<b>9N-Buckingham/Euclid</b>				
Daily	85,519	85,447	107,857	113,250
Monthly	51,789	38,909	90,155	110,160
9N - Misc	625	0	1,020	650
Subtotal 9N	137,933	124,356	199,032	224,060
<b>Abrams Garage</b>				
Daily	0	0	0	0
Monthly	126,459	116,000	134,563	124,030
Event	12,139	0	21,840	45,000
Subtotal Abrams	138,598	116,000	156,403	169,030
<b>Cupples Garage</b>				
Daily	38,145	58,682	41,297	45,427
Monthly	617,426	521,617	722,015	741,024
Event	238,434	147,839	242,040	218,700
Cupples Garage - Misc	11,706	11,862	6,017	6,000
Subtotal Cupples	905,711	740,000	1,011,369	1,011,151
Chouteau Building	389,794	429,814	411,840	386,027
Misc.	175,695	74,940	165,413	165,000
Total	\$17,518,937	\$16,429,796	\$17,454,271	\$19,645,816



### St. Louis Garage Market Study and Proposed Rate Increases

Neighborhood	Garage	Monthly	Proposed Rate Change	Last Rate Increase
Downtown	Justice Center	\$125-reserved \$95-unreserved	\$130-reserved unreserved \$100-	2009
Downtown	Central Downtown Garage	\$110-unreserved, \$125-reserved	\$115-unreserved \$130-reserved	2004
Downtown	Cupples Garage	\$75	\$80	2009
Downtown	Kiel Parking Facility	\$70	\$75	2012 (from \$60-\$70)
Downtown	Abrams	\$80	\$85	2010
Downtown	Stadium West	\$125		
Downtown	St Louis Parking Co- Peabody Plaza	\$135		
Downtown	Central Parking-Sheraton	\$105-\$115		
Downtown	City Hall Lot	\$95	\$90	2012 (Monthly parkers who entered contracts after 1/12 are charged \$95. Parkers who entered contracts before 1/12 are charged \$80 per month)
Downtown	Stadium East	\$120		
Downtown	7th Street Garage	\$130		
Downtown	Klener East	\$128		
Downtown	705 Pine	\$150		
Downtown	Williams Lot	\$55-daytime or \$75-24 hr	\$60-daytime \$80-24 hr access	2003
Downtown	200 N. Broadway Garage	\$133		
Downtown	Klener West	\$128		
Downtown	Mansion House Parking	\$95		
Central West End	Argyle Garage	\$65	\$65-day-time, \$85-24 hr	2013 (from \$49/55-\$65)
Central West End	9 North	\$65	\$65-day-time, \$95-24 hr	2013 (from \$125 to \$65)
Central West End	Forest Park Laclede Garage	\$100		
Central West End	Euclid, Lindell--Bank of America garage	\$55-on site, \$60- off-site, \$70 vehicle storage		