

**MEMORANDUM - CITY OF PASADENA**  
**DEPARTMENT OF TRANSPORTATION**

**DATE:** July 21, 2011  
**TO:** Old Pasadena Parking Meter Zone Advisory Commission  
**FROM:** Frederick C. Dock, Director of Transportation  
**RE:** **Item VIII-A: Old Pasadena Parking Meter Fund  
FY 2011 Actual Data through May 31, 2011**

**RECOMMENDATION:**  
Information only.

**BACKGROUND:**

Attached is the updated fund appropriations report for the Old Pasadena Parking Meter Fund 213 entitled, *FY 2011 Year to date Actual Data through May 31, 2011*. The report includes FY2012 adopted budget and total revenue and expenses through May 31, 2011 and a five-year outlook through FY2016.

**FY 2011, Actual Data through May 31, 2011**

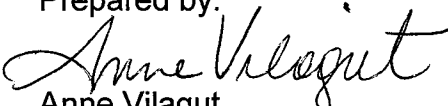
- **Revenues:** Based on actual data through May 31, 2011 revenues are projected to end at or approximately 3% below budgeted expectation. This is mainly due to a slight decrease in meter revenue.
- **Expenses:** Total operating expenses, including debt service payments and capital expenses are projected to end at 5% below budget.
- **Outlook:** Expenses have managed to stay on track for most line items and thus offsetting revenue shortfall. The fund is projected to end the year with \$535,224 available for appropriations.

**FY2012 Budget**


This report includes the adopted FY2012 Budget for Old Pasadena Parking Meter Fund (213).

Staff will be available to discuss the fund appropriations report and answer any questions the Commission may have.

Prepared by:

  
Anne Vilagut  
Management Analyst

Approved by:

  
Frederick C. Dock  
Director of Transportation

City of Pasadena  
Fund Appropriation Report  
FY 2011 YTD Actual Through May 31, 2011  
Five Year Projection - Revenue & Expenses

Fund 213 Old Pasadena Parking Meter Fund		FY 2009	FY 2010	FY 2011	FY 2011	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
774310		Actual	Actual	Adopted	Actuals thru 5/31/11	Estimated Actuals	Adopted	Proposed	Proposed	Proposed	Proposed
<b>J Cash Balance (1001)</b>											
Restricted Cash and Investments		303,253	749,959	740,862		740,862	535,224	548,605	569,031	639,445	755,812
Current Assets (other than above accs.)		0	0	0		0					
Current Liabilities		30,008	41,244	16,205		16,205					
Less: Restricted Cash and Investments		(9,196)	(8,799)	(2,103)		(2,103)					
Less: Designated for CIP		0	0	0		0					
Less: Other Fund Reserves		(111,028)	(96,411)	(115,280)		(115,280)					
Less: Accumulated Change in Fair Value		0	0	0		0					
		(12,346)	(17,337)	(20,744)		(20,744)					
<b>Beginning Amount Available for Appropriations</b>		<b>200,690</b>	<b>668,655</b>	<b>618,941</b>		<b>618,941</b>	<b>535,224</b>	<b>548,605</b>	<b>569,031</b>	<b>639,445</b>	<b>755,812</b>
<b>Revenues</b>											
Metered Parking Old Pasadena (1)		1,499,975	1,365,127	1,370,000	1,177,821	1,284,896	1,420,000	1,434,200	1,448,542	1,463,027	1,492,288
Parking Meter-Valet Charges		118,469	74,537	80,000	144,504	157,641	107,000	108,070	109,151	110,242	111,345
Investment Earnings		19,723	12,127	10,000	3,128	3,412	11,000	11,000	11,000	10,000	10,000
Gain/Loss on Pooled Investment		4,992	2,914	0	(969)	(1,057)	0	0	0	0	0
Miscellaneous Revenue (2)		58,869	44,271	10,000	7,096	7,741	40,000	40,400	40,804	41,212	41,624
Merchant Bank Fees (11)		0	(37,269)	0	(28,185)	(30,747)		0	0	0	0
<b>Total Revenues</b>		<b>1,697,037</b>	<b>1,464,035</b>	<b>1,470,000</b>	<b>1,303,395</b>	<b>1,421,885</b>	<b>1,578,000</b>	<b>1,593,670</b>	<b>1,609,497</b>	<b>1,624,482</b>	<b>1,655,257</b>
<b>Expenses</b>											
Personnel		90,107	99,023	125,718	128,548	139,260	129,719	131,016	132,226	133,650	134,986
<b>Services and Supplies</b>											
Materials and Supplies		6,782	9,770	9,160	7,273	8,802	7,273	9,160	9,160	9,160	9,160
Rent Expense		8,788	9,140	9,506	9,045	9,140	9,045	9,407	9,783	10,174	10,581
Equipment Lease Payments (4)		29,461	29,462	29,462	26,594	29,462	29,500	29,500	29,500	29,500	29,500
Parking Meter Repair & Maintenance		16,731	4,184	15,000	2,051	3,000	15,000	15,000	15,000	15,000	15,000
Parking Meter Replacement		0	1,729	15,000	14,013	15,000	6,160	6,160	6,160	6,160	15,000
<b>Other Contract Services</b>											
Misc. Contract Services (9)		11,996	18,433	22,750	11,736	12,803	23,900	23,900	23,900	23,900	23,900
Tree Grate Maintenance		0	0	10,000	0	2,000	10,000	10,000	10,000	10,000	10,000
Old Pasadena Management District		425,796	425,796	425,796	322,320	425,796	425,796	425,796	425,796	425,796	425,796
Temp Litigation		162	501	0	0	0	0	0	0	0	0
Fiscal Agent/Bank Fees & Charges		26,380	28,359	28,923	24,103	28,923	28,923	29,212	29,504	29,799	30,097
City Cost Abatement (12)		334,768	355,425	355,425	296,188	325,425	325,425	328,679	331,966	335,286	338,639
Lighting Services		9,610	8,409	8,581	7,151	8,581	8,581	8,667	8,753	8,841	8,929
Security in Old Pasadena		64,088	59,826	61,022	50,852	61,022	61,022	61,632	62,249	62,871	63,500
City Abatements		934,562	951,034	990,625	771,325	929,954	987,894	994,755	999,790	1,013,726	1,018,501
Finance Cash Handling		2,719	1,804	4,134	3,348	4,017	20,753	20,961	21,170	21,382	21,596
Internal Services											
<b>Total Operating Expenses</b>		<b>1,027,389</b>	<b>1,051,861</b>	<b>1,120,477</b>	<b>903,220</b>	<b>1,073,231</b>	<b>1,138,366</b>	<b>1,146,732</b>	<b>1,153,286</b>	<b>1,168,757</b>	<b>1,175,083</b>

City of Pasadena  
Fund Appropriation Report  
FY 2011 YTD Actual Through May 31, 2011  
Five Year Projection - Revenue & Expenses

Fund 213 Old Pasadena Parking Meter Fund		FY 2009	FY 2010	FY 2011	FY 2011	FY 2011	FY 2011	FY 2011	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
774310		Actual	Actual	Adopted	Actuals thru 5/31/11	Estimated Actuals	Adopted	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed	Proposed
<b>Other Expenses</b>														
8722	Transfers To Debt Service Fund (ends 2019) <sup>(6)</sup>	166,747	415,017	415,022	327,572	415,022	415,189			415,338	374,511		327,958	327,958
8705	Transfers To General Fund for Arts funding <sup>(6)</sup>	0	0	0	0	0	0			0	0		0	0
8705	Transfers Municipal Svcs - for Coin Collections <sup>(10)</sup>	0	0	11,064	10,142	11,064	11,064			11,175	11,286		11,399	11,513
<b>Debt Service Total</b>		<b>166,747</b>	<b>415,017</b>	<b>426,086</b>	<b>337,714</b>	<b>426,086</b>	<b>426,253</b>			<b>426,512</b>	<b>385,797</b>		<b>339,357</b>	<b>339,471</b>
<b>Capital Improvement Projects</b>														
	Old Pasadena Traffic Mitigation - 75814 <sup>(7)</sup>	44,585	10,890	30,000	5,760	6,284	0			0	0		0	0
	Tree Grate Improvements in Old Pasadena -73851 <sup>(8)</sup>	32	0	0	0	0	0			0	0		0	0
<b>Total CIP Appropriations &amp; Expenses</b>		<b>44,617</b>	<b>11,131</b>	<b>30,000</b>	<b>5,760</b>	<b>6,284</b>	<b>0</b>			<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>
<b>Total Expenses</b>		<b>1,238,698</b>	<b>1,491,474</b>	<b>1,576,563</b>	<b>1,246,694</b>	<b>1,505,602</b>	<b>1,564,619</b>			<b>1,573,244</b>	<b>1,539,083</b>		<b>1,508,114</b>	<b>1,514,554</b>
<b>Net Income</b>		<b>458,339</b>	<b>(27,439)</b>	<b>(106,563)</b>	<b>56,701</b>	<b>(83,716)</b>	<b>13,381</b>			<b>20,426</b>	<b>70,414</b>		<b>116,367</b>	<b>140,703</b>
<b>Non-Income Statement Budget Items/Adjustments:</b>														
<b>Total Adjustments</b>		<b>9,626</b>	<b>(22,275)</b>											
<b>Ending Amount Available for Appropriations</b>		<b>668,655</b>	<b>618,941</b>	<b>512,378</b>		<b>535,224</b>	<b>548,605</b>			<b>569,031</b>	<b>639,445</b>		<b>755,812</b>	<b>896,515</b>

Notes: FY 2006 T1  
In FY2007, effective 7/1/06 meter rates are \$1.25/hr in the core area and \$.75/hr in the outlying areas.

(1) Miscellaneous revenues include lost meter revenues from Filming and/or Construction permits.

(2) This line item includes other miscellaneous contract expenses for the year.

(3) The debt service was refunded in April 2004 to a variable rate mode resulting in lower estimated annual payments. Actual payments may vary, and the maturity date has been extended from 2016 to 2019. The final payment on the 1996 COP (Multi-Purpose Projects) in the amount of \$206,203.44 (principal and interest) was paid in full in FY2006. The interest on 2004 Series A & B Variable COP's is variable and is paid/calculated weekly.

(4) Transfer to General Fund for Arts Funding starting with mid year FY2006 and for the next two years per Council's action approved on 7/22/02. \$11,000 in FY2006; \$12,000 in FY 2007 and FY 2008 for a total of \$35,000 from Old Pasadena Parking Meter Fund.

(5) 2006 Equipment Lease Financing. An amount of \$228,000 to be used in the purchase of 32 multi-space meters. Lease payments include Principal and Interest began in Oct-07; Payment for FY2011 is \$29,462 under account 8107 "Equipment Lease Payments."

(6) In FY 2011, \$30,000 was appropriated to CIP #75814 Old Pasadena Traffic Mitigation. As of 6/30/10, the remaining balance for CIP # 75814 is \$115,522. In FY2011, \$30,000 was appropriated for this project.

(7) CIP#73851 Tree Grate Improvements in Old Pasadena, the tree grates throughout the District will be replaced; \$50,000 was appropriated in FY 2009. As of 6/30/10, the remaining balance for this project is \$50,000.

(8) As of FY 2009, Fund 213 has two debt payments: 1) 1993 Certificate of Participation (Unrefunded Portion) and 2) 2008B Certificate of Participation Refunding 2004A and 2004 B. 2008B Refunding COP's - refunded 2004 A & B on May, 2008.

(9) In FY 2010, Per agenda Report. Payment from Transportation to Finance, Municipal Services, for Coin collections in the amount of \$10,847 to be shared by the Meter Funds. This expense is reported in acct 8163-Abatements. In FY 2011, payment for Coin Collections will be \$11,064 and will be recorded as a transfer to Municipal Services shown in acct 8705.

(10) Starting in March 2010, the bank merchant fees are allocated to the individual parking meters based on meters' prior month revenues. This fee is recorded in account 7966 Bank Merchant Fees.

(11) In FY2011 - Due to overcharge on abatements, actual total reflects monthly adopted budget multiplied by number of months reported