



DATE: July 28, 2022

TO: South Lake Parking Place Commission

FROM: Laura Rubio-Cornejo, Director

RE: **Fund 217 – Shopper’s Lane**
FY 2022 revenue and expenses through June 30, 2022

RECOMMENDATION:
Information only.

BACKGROUND:

Attached is the updated fund appropriations report for South Lake Parking Fund (217), Shopper’s Lane. The report includes FY 2022 revenue and expenses through June 30, 2022, as well as a five-year outlook through FY 2027.

South Lake Parking Fund (217) – Shopper’s Lane

Revenues: Based on actuals through June 30, 2022, meter revenue for FY 2022 is up 99% (\$90,000) compared to FY 2021. However, meter revenue for this period remains down -20% (-\$47,000) compared to pre-COVID levels as shown in the attached chart. Overall revenue for this fund is trending -9% (-\$35,000) below budget mainly due to monthly parking permits sales which have been declining since FY20. For forecasting purposes staff anticipates revenues will not return to pre-COVID levels in FY23.

Expenses: Based on recorded actuals through June 30, 2022, FY 2022, expenses are estimated to end FY 2022 below budget. This is due to a reduction in property taxes for Shopper’s Lane lot parcels negotiated by retained Legal Counsel, in conjunction with refunds received from L. A. County related to overpayment of property taxes for tax years 2013-2020. To date, \$642,664.61 in refunds have been received by the City. Staff is confirming whether additional refunds are pending.

Outlook: We continue to explore options for managing expenses as revenues stabilize. Based on actuals to date, this fund is projected to end FY 2022 with a fund balance of \$591,161 that includes \$531,161 available for appropriations and \$60,000 set aside in reserves for Operations and Meter replacement. A parking strategic plan has been completed that includes an analysis of options to increase revenue to address future needs of the Shopper’s Lane lots.

Prepared by:

A handwritten signature in black ink, appearing to read "Gloria Flores".

Gloria Flores
Management Analyst

Approved by:

A handwritten signature in black ink, appearing to read "Laura Rubio-Cornejo".

Laura Rubio-Cornejo
Director

Transportation

217 South Lake Parking Operating Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2022 thru June 2022	FY 2022 Est. Actual	FY 2023 Adopted	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
FTE	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15	1.15
BEGINNING FUND BALANCE	150,506	131,295	51,751	(41,937)	(41,937)	(41,937)	531,161	467,796	398,450	328,171	253,746
REVENUE											
<i>Operating Revenue</i>											
6956 South Lake Monthly Parking Permits	177,563	111,432	50,993	138,750	83,841	100,000	125,000	127,500	130,050	132,651	135,304
7506 South Lake Transient Parking (1) (2)	227,856	200,619	91,362	168,750	163,880	181,000	168,750	172,125	175,568	179,079	182,660
6978 South Lake Parking Space Rental	57,067	53,440	53,000	50,000	54,040	54,040	50,000	50,000	50,000	50,000	50,000
6031 South Lake Parking & Business Improvement Tax	9,287	9,404	10,731	14,000	12,062	12,062	10,000	10,000	10,000	10,000	10,000
<i>Operating Revenue</i>	471,772	374,895	206,086	371,500	313,824	347,102	353,750	359,625	365,618	371,730	377,964
<i>Non-Operating Revenue</i>											
6926 Investment Earnings	4,562	5,718	953	1,759	299	299	2,080	-	-	-	-
6933 Gain/Loss on Pooled Investment	3,498	1,839	(119)	-	(7,188)	(7,188)	-	-	-	-	-
7023 Miscellaneous Revenue	2,405	210	402	2,000	-	-	-	-	-	-	-
<i>Total Non-Operating Revenue</i>	10,465	7,768	1,236	3,759	(6,889)	(6,889)	2,080	-	-	-	-
TOTAL REVENUE	482,238	382,663	207,322	375,259	306,935	340,214	355,830	359,625	365,618	371,730	377,964
EXPENSES											
<i>Direct Operating Expenses</i>											
8145 SLBA PBID	48,668	48,668	48,668	48,668	48,668	48,668	48,668	48,668	48,668	48,668	48,668
8109 Parking Meter Repair & Maint. - Cale Meter Parts	5,417	4,756	9,509	5,576	4,233	4,233	5,700	5,814	5,930	6,049	6,170
8149 Credit Card Transaction Fees & Charges	31,522	31,727	13,068	30,000	25,546	27,250	30,600	31,212	31,836	32,473	33,122
8114 Contract Services - Meter Hosting (Cale & Passport)	14,719	9,580	15,481	11,500	9,594	10,700	15,586	15,898	16,216	16,540	16,871
8114 SLBA Landscaping Maintenance	-	-	-	-	-	-	-	-	-	-	-
8114 Lot Maintenance/Cleaning	-	4,356	53,221	47,000	54,280	54,280	67,860	69,217	70,602	72,014	73,454
8145 Legal Counsel (3)	8,255	11,838	5,090	4,000	14,338	15,000	-	-	-	-	-
<i>Total Direct Operating Expenses</i>	108,581	110,925	145,038	146,744	156,659	160,131	168,414	170,809	173,252	175,743	178,285
<i>Administrative Costs</i>											
Personnel (3)	119,439	112,674	140,150	140,633	139,146	141,300	151,718	157,028	159,383	164,962	169,911
8145 Property Tax (4) (5)	102,489	131,756	130,464	154,483	(632,683)	(632,683)	30,000	30,600	31,212	31,836	32,473
8101 Materials And Supplies	531	581	212	500	827	1,000	900	900	900	900	900
8139 Water	13,643	8,568	14,047	11,236	4,921	4,921	12,000	12,240	12,485	12,734	12,989
8142 Electric	6,716	7,124	7,463	8,500	7,233	7,233	8,500	8,670	8,843	9,020	9,201
8106 Rent Expense	7,534	7,729	7,280	7,664	564	564	7,664	7,817	7,974	8,133	8,296
8177 Program Expenditures (6)	732	4,630	4,682	4,682	4,682	4,682	4,638	4,730	4,825	4,921	5,020
8722 Transfer to Debt Service - Lease Payments for Meters (7)	24,147	24,147	12,073	-	-	-	-	-	-	-	-
Internal Service Charges (8)	57,637	54,074	19,599	19,967	19,667	19,967	20,362	21,176	22,023	22,904	23,820
<i>Total Administrative Costs</i>	332,868	351,283	335,972	347,665	(455,644)	(453,016)	235,781	243,162	247,645	255,411	262,609
TOTAL EXPENSES	441,449	462,207	481,009	494,409	(298,985)	(292,884)	404,195	413,970	420,897	431,155	440,894
NET INCOME	40,789	(79,544)	(273,687)	(119,150)	605,920	633,098	(48,365)	(54,345)	(55,279)	(59,425)	(62,930)

Transportation

217 South Lake Parking Operating Fund

	FY 2019 Actual	FY 2020 Actual	FY 2021 Actual	FY 2022 Adopted	FY 2022 thru June 2022	FY 2022 Est. Actual	FY 2023 Adopted	FY 2024 Projected	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected
Non-Income Statement Budget Items / Adjustments:											
Change in Restricted Cash											
Change in Designated for CIP	-	-		-	-	-	-	-	-	-	-
Change in Fair Value of Investments	-	-		-	-						
Reserve for Meter Replacement - Goal \$140K (9)	(10,000)	-	30,000			(10,000)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
Operations Reserve Goal - \$250K (10)	(50,000)	-	150,000			(50,000)	(7,500)	(7,500)	(7,500)	(7,500)	(7,500)
Total Adjustments	(60,000)	-	180,000	-	-	(60,000)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
AMOUNT AVAILABLE FOR APPROPRIATION	131,295	51,751	(41,937)	(161,087)	563,983	531,161	467,796	398,450	328,171	253,746	175,817

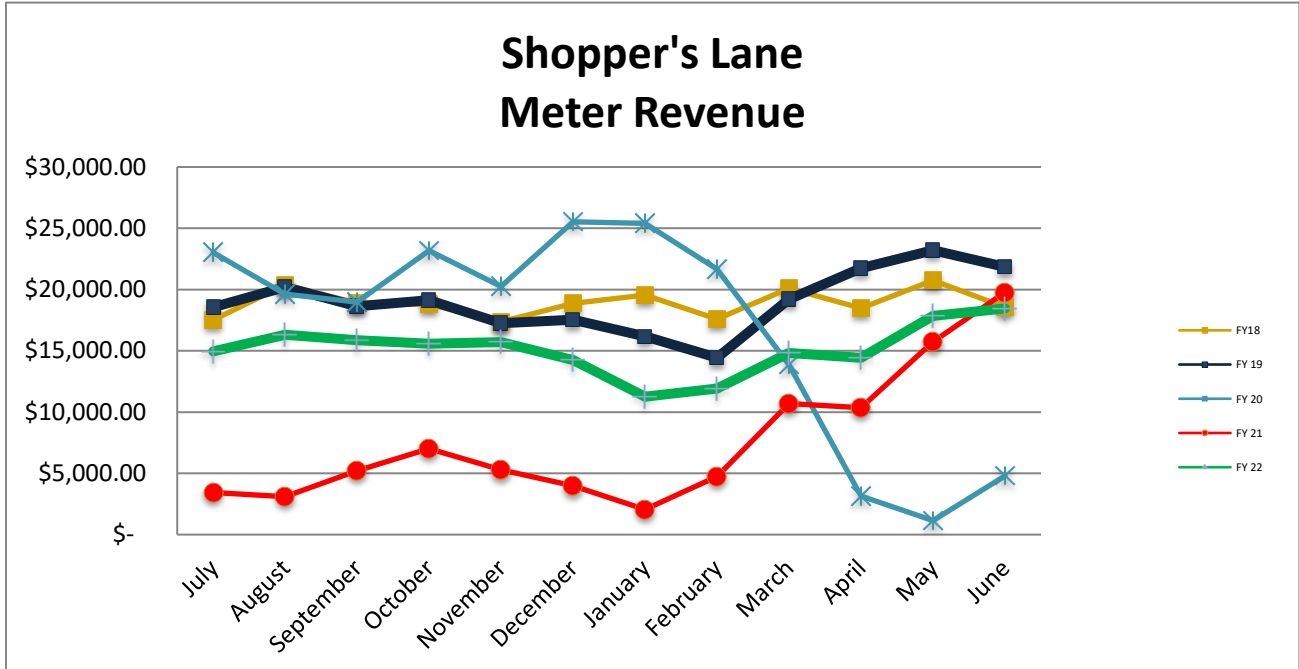
Notes and Assumptions:

- 1 On 3/16/20, Local State of Emergency Safer at Home Order was issued to prevent spread of COVID-19. This resulted in Temporary Modifications to Parking Policy which included suspension of meter fees which resumed in June 20.
 - 2 Projects avg. 0.5% year-over-year revenue increases
 - 3 Projects 1.5%-3.5% (FY 2024 - FY 2028) year-over-year MOU/PERS related increases
 - 4 Legal counsel not expected in future years.
 - 5 LA County Assessor determination and property tax refund collected to date
 - 6 Includes Coin Counting and beginning FY 2020 will include fee for PW City Staff to oversee landscape contract and provide SLPPC with quarterly updates on landscape maintenance for the lots.
 - 7 Lease payment for meter purchase (Acct. 8722) ended in FY 2021.
 - 8 Includes fees for City's Landscape Maint. Contract, Asset Mgmt. System and other internal services
 - 9 1/26/17 - SLPPC recommended to set aside Meter Replacement Reserve (14 multi-space meters at \$10K/ea.). Goal is \$140K.*
 - 10 1/26/17 - SLPPC recommended to set aside Operations Reserve. Minimum reserve recommended is 6 months of Total Expenses. Goal is \$250K.*
- *Amount allocated to reserves may be adjusted depending on available fund balance.

	FY 2022	Balance	Proposed FY 2023	Projected FY 2024	Projected FY 2025	Projected FY 2026	Projected FY 2027
Reserve for Meter Replacement (Goal \$140K)	10,000	-	10,000	7,500	7,500	7,500	7,500
Operations Reserve (Goal: \$250K)	50,000	-	50,000	7,500	7,500	7,500	7,500

SLPPC
July 28, 2022

Meter Performance



Fund 217 Shopper's Lane Lot Revenue

	FY18	FY 19	FY 20	FY 21	FY 22
July	\$ 17,521.75	\$ 18,543.07	\$ 23,017.90	\$ 3,430.19	\$ 14,946.28
August	\$ 20,387.05	\$ 20,189.09	\$ 19,635.85	\$ 3,084.06	\$ 16,319.91
September	\$ 18,891.10	\$ 18,629.61	\$ 18,970.13	\$ 5,213.12	\$ 15,877.77
October	\$ 18,794.05	\$ 19,124.52	\$ 23,190.32	\$ 7,025.70	\$ 15,568.44
November	\$ 17,365.05	\$ 17,250.71	\$ 20,260.37	\$ 5,285.14	\$ 15,715.05
December	\$ 18,866.40	\$ 17,546.57	\$ 25,528.58	\$ 3,976.34	\$ 14,251.17
January	\$ 19,542.35	\$ 16,177.82	\$ 25,398.37	\$ 2,052.03	\$ 11,255.98
February	\$ 17,592.35	\$ 14,434.18	\$ 21,666.58	\$ 4,741.09	\$ 11,917.54
March	\$ 20,096.25	\$ 19,197.96	\$ 13,844.23	\$ 10,693.87	\$ 14,808.86
April	\$ 18,464.45	\$ 21,739.81	\$ 3,161.00	\$ 10,363.99	\$ 14,425.29
May	\$ 20,750.05	\$ 23,206.13	\$ 1,144.46	\$ 15,728.08	\$ 17,839.21
June	\$ 18,554.55	\$ 21,853.62	\$ 4,801.63	\$ 19,768.57	\$ 18,454.92
Average	\$18,902.12	\$18,991.09	\$16,718.29	\$7,613.52	\$15,115.04
Total	\$226,825.40	\$227,893.09	\$200,619.42	\$91,362.18	\$181,380.42
Jul.-June	\$226,825.40	\$227,893.09	\$200,619.42	\$91,362.18	\$181,380.42

1. FY20 - March 2020 Stay at Home Orders due to COVID-19 resulted in temporary modifications to Parking Policy and impacted occupancy.

General Note: Revenue may not match fund sheet as cash is posted when it is collected from meters. Credit card revenue must be reconciled prior to posting.