

City of Pensacola

222 West Main Street Pensacola, FL 32502

Agenda

Parking Committee

Thursday, April 15, 2021

4:30 PM

Whibbs Conference Room, 1st Floor

Members of the public may attend the meeting in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and to wear face coverings that cover their nose and mouth.

CALL TO ORDER

MEETING NOTICE CONFIRMATION

APPROVAL OF AGENDA

APPROVAL OF MINUTES

1. <u>21-00357</u> Minutes for the Meeting of 3/18/2021

<u>Attachments:</u> Parking Committee Meeting Minutes 03-18-21

ONGOING BUSINESS

2. <u>21-00356</u> a) RFP

b) Committee goals, objectives, and purpose

c) Hours of enforcement change

d) JSG rate change

e) JSG Wi-Fi boosters

f) PPD reports

Sponsors: Lissa Dees

Attachments: Parking Public Announcement

NEW BUSINESS

FINANCIAL REPORT

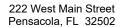
3. <u>21-00358</u> Parking Financial Report

<u>Attachments:</u> Parking Financials

PUBLIC COMMENT

ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 436-5646 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.





City of Pensacola

Memorandum

File #: 21-00357 Parking Committee 4/15/2021

SUBJECT:

Minutes for the Meeting of 3/18/2021

MINUTES Parking & Traffic Committee Meeting

March 18, 2021, 4:30 p.m.

Members present:

Mark Bednar, Chairman

Danny Zimmern, Kevin Lehman Lissa Dees, Parking Manager

Call to order: Meeting called to order by Chairman Mark Bednar at 4:30 p.m.

a) Mrs. Dees confirmed that the meeting was properly noticed.

- b) Proposed meeting agenda for March 18, 2021, unanimously approved.
- c) Minutes of the November 12, 2020, meeting unanimously approved.

Ongoing Business

- a) Enforcement contract
 - Mrs. Dees gave the committee an update on the upcoming RFP, which will encompass all back-office parking functions, app, permits, analytics, and parking equipment.
- b) City App and Permits
 - Mrs. Dees provided an update on on-going upgrades and enhancements that have occurred over the past two months with the app and the permit platform based on customer feedback and on-going trouble shooting by Flowbird R&D teams.
 - 2. Mr. Lehman and Mr. Bednar provided input on personal app experiences and recommended Mrs. Dees look investigate Wi-Fi boosters for the garage, since internet connections issues in this area seems to be a source of some of the problems.
- c) Escambia County garage contract
 - 1. Mrs. Dees informed the committee that an agreement has been drafted, approved by City legal staff, and sent to the County. This will remain on-hold until the county decides to enter into the parking agreement.
- d) Committee Member
 - Mr. Zimmern recommended Mrs. Young to fill the open position on the committee.
 This was unanimously approved, and Mrs. Dees will reach out to Mrs. Young to see if she is interested in returning to the committee.

New Business

- a) City Parking Ordinance
 - 1. The Committee discussed processing and collecting on larger fine accounts.

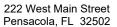
- 2. Mr. Bednar recommended hiring a legal firm to pursue accounts which our collection firms have not been successful at colleting on past due amounts. The Committee agreed that collections and legal action is a more friendly approach than towing.
- 3. Mrs. Dees will take this recommendation back to City legal and the Mayor's office for further review.
- b) Committee set-up
 - 1. The committee discussed their City roles, functions, and contributions.
 - 2. Each member will reach out to Mrs. Dees before the April meeting to discuss their thoughts on how the committee should operate and the responsibilities they would like to have granted to this body. The information will be shared with committee as a hole in the April meeting and consolidated before submitting it to the Mayor's office.
- c.) Hours of enforcement change
 - 1) Mrs. Dees provided information on the City's plan to change the hours of enforcement and to share parking LPR information with the City Police Department
- d.) JSG rate change
 - 1) Mrs. Dees shared the City's plan to standardize the City parking rates of \$0.50 per hour which will now include the Jefferson Garage.
- e.) Parking RFP
- 1) Mrs. Dees provided an update on the planned RFP and answered questions pertaining to who is drafting the RPF, how it will be distributed and the rating system

Financial Report

a) The committee requested high-level insight of monthly parking financial while at the same time, understanding that City Council is the body responsible for reviewing and approving City finances.

Public Comment - None

Adjournment – The meeting was adjourned at 6:05 p.m.



City of Pensacola

Memorandum

File #: 21-00356 Parking Committee 4/15/2021

SUBJECT:

- a) RFP
- b) Committee goals, objectives, and purpose
- c) Hours of enforcement change
- d) JSG rate change
- e) JSG Wi-Fi boosters
- f) PPD reports

PARKING CHANGES BEGINNING MAY 1

PARKING ENFORCEMENT HOURS

8AM-7PM **MON - WED**

24/7
THU 8AM THRU SAT MIDNIGHT*

FREE **SUNDAYS**

SAME RATES

First 30 mins.: FREE Per hour: 50 cents

*2-HR ZONES WILL BE ENFORCED 24 HOURS PER DAY



WHERE CAN I FIND FREE PARKING?

- County Garage on Intendencia (after 5pm)
- Harbourview Garage (after 5pm)
- Spring Street (on-street parking)

MONTHLY PERMITS

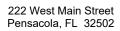
DON'T WANT TO WORRY ABOUT PAYING FOR PARKING EVERY TIME?

Get your permit today at: pensacolapermits.com



FIND OUT MORE ABOUT THE PARKPENSACOLA APP AT PARKPENSACOLA.COM





H SI DOLLAR

City of Pensacola

Memorandum

File #: 21-00358 Parking Committee 4/15/2021

SUBJECT:

Parking Financial Report

\$ 32,395.66		\$ -	\$	\$ 39,818.31	\$ (7,422.65)		Variance
			\$ -	\$ 184,129	\$ 173,309	\$ 1,207,904	Totals
\$ 10,000	\$ 30,000			\$ 20,000	\$ 10,000	\$ 40,000	Non-Operating
\$ 14,683	\$ 7,817			\$ 7,817	\$	\$ 22,500	Capital Outlay
\$ 473,272	\$178,682			\$ 75,849	\$ 102,833	\$ 651,954	Operating Expenses
\$ 352,511	\$140,939			\$ 80,463	\$ 60,476	\$ 493,450	Personnel Services
							Title
YTD Varinace to Budget	YTD Ttl	Period 4	Period 3	Period 2	Period 1	Budget	Expenditures
		\$ -	\$ -	\$ 223,947	\$ 165,886	\$ 1,207,904	Totals
\$ (38,626.21)	\$ 38,626			\$ -	\$ 38,626	\$ -	Special Item - Carry Over From DIB
\$ (72.90)	\$ 73			\$ 73	\$ -	\$	Miscellaneous
\$ (1,030.24)	\$ 1,030			\$ 957	\$ 73	\$ -	Boat Launch Fees
\$ (2,974.10)	\$ 4,474			\$ 4,195	\$ 280	\$ 1,500	On Street Dumpster Placement
\$ 19,694.06	\$ 32,052			\$ 10,019	\$ 22,033	\$ 51,746	Parking Meters - Platform
\$ 98,028.75	\$ 55,869			\$ 33,686	\$ 22,183	\$ 153,898	Parking Meters-Paystations
\$411,100.87	\$ 49,311			\$ 31,510	\$ 17,801	\$ 460,412	Parking Garage - Jefferson
\$ 31,564.00	\$ -			\$ -	\$ -	\$ 31,564	Parking Garage - County
\$ 75,977.45	\$ 14,185			\$ 11,836	\$ 2,349	\$ 90,162	Parking Lot - Tarragona
\$ 31,473.16	\$ 5,353			\$ 4,091	\$ 1,262	\$ 36,826	Parking Lot - N. Palafox
\$189,935.99	\$185,860			\$ 126,080	\$ 59,780	\$ 375,796	Parking Fines / Citations
\$ 3,000.00	\$ 3,000			\$ 1,500	\$ 1,500	\$ 6,000	Dumpster Loan Repayment
							Title
YTD Variance to	YTD Ttl	Period 4	Period 3	Period 2	Period 1	Budget	Revenue

BY FUND Revenue Comparison CITY OF PENSACOLA

10

2020 to 2021 Up to Period 13

	389,833.17		389,833.17	1,207,904.00	1,207,904.00	0.00	GRAND TOTAL:	
	389,833.17		389,833.17	1,207,904.00	1,207,904.00	0.00	Fund 112 TOTAL:	
	38,626.21		38,626.21	0.00	0.00	0.00	3004 SPECIAL ITEM - PARKING TRANSFER TO CTY	393004
	72.90		72.90	0.00	0.00	0.00	9901 MISCELLANEOUS REVENUE	369901
	1,030.24		1,030.24	0.00	0.00	0.00	7217 BOAT LAUNCH FEES	347217
	4,474.10		4,474.10	1,500.00	1,500.00	0.00	4599 PARKING ON STREET DUMPSTER PLACEMEI	344599
	32,051.94		32,051.94	51,746.00	51,746.00	0.00	4560 PARKING METERS-ON STREET PLATFORM	344560
	55,869.25		55,869.25	153,898.00	153,898.00	0.00	4550 PARKING METERS-PAYSTATIONS	344550
	49,311.13		49,311.13	460,412.00	460,412.00	0.00	4540 PARKING GARAGE-JEFFERSON ST	344540
	0.00		0.00	31,564.00	31,564.00	0.00	4530 PARKING GARAGE-COUNTY (2 GARAGES)	344530
	14,184.55		14,184.55	90,162.00	90,162.00	0.00	4520 PARKING LOT-TARRAONA ST (UWF)	344520
	5,352.84		5,352.84	36,826.00	36,826.00	0.00	4510 PARKING LOT-NORTH PALAFOX	344510
	185,860.01		185,860.01	375,796.00	375,796.00	0.00	4123 PARKING FINES/CITATIONS	344123
	3,000.00		3,000.00	6,000.00	6,000.00	0.00	3491 DUMPSTER LOAN REPAYMENT	343491
Percent	Rev Diff	2020 Revenue	2021 Revenue	Budget Diff	2021 Budget	2021 Orig Budget		

Selection Criteria:

Fund: All Funds
Account: All Accounts
Period: 13

Year: 2021

EXPENDITURE COMPARISON REPORT ALL FUNDS GROUPING CITY OF PENSACOLA

ACCOUNTING PERIOD: 13/21

SUBTOTAL PERSONNEL SERVICES SUBTOTAL OPERATING EXPENSES SUBTOTAL CAPITAL OUTLAY ACCOUNT 9331 9125 9123 9122 9121 9120 9119 9118 9111 9333 9332 9342 9340 9339 9338 9337 9336 9335 9334 9347 9343 9357 9348 9346 9345 9349 SOCIAL SECURITY ADDITIONAL REGULAR PAY REPLACEMENT BENEFIT PGM MEDICARE PREMIUM SALARIES OFFICE SUPPLIES FLORIDA RETIREMENT SYSTEM DISABILITY/SURV INSURANCE **GROUP INSURANCE** ADVERTISING COMMUNICATION PROFESSIONAL SERVICES SMALL TOOLS & MINOR EQUIP REPAIRS & MAINTENANCE OPERATING SUPPLIES EXTRA PERSONNEL SERVICES LIABILITY INSURANCE MAINT & REPR OF VEHICLES PRINTING & BINDING MACHINERY & EQUIPMENT OTHER CONTRACTUAL SERVICE FUELS & LUBRICANTS DUES, SUBS, & MEMBERSHIPS TRAINING TRANSPORTATION ALLOCATED OVERHEAD(COST RECO NON-CAPITALIZED COMPUTERS UNCLASSIFIED MISCELLANEOUS CLOTHING SUPPLIES UTILITIES -----TITLE-----REVISED 314,454.00 495,450.00 161,400.00 16,962.00 649,954.00 270,454.00 9,670.00 6,435.00 66,492.00 25,410.00 49,161.00 40,050.00 25,000.00 5,893.00 40,000.00 43,200.00 1,716.00 16,234.00 18,300.00 5,052.00 22,500.00 22,500.00 46,392.00 3,300.00 1,500.00 2,750.00 1,100.00 1,557.00 3,600.00 3,000.00 4,400.00 500.00 368.00 700.00 EXPENDITURES PERIOD 0.00 ENCUMBRANCES OUTSTANDING 10,250.00 8,000.00 2,250.00 **ENC/EXP** YTD 105,912.96 140,938.79 11,621.85 10,602.10 113,029.90 16,143.10 6,488.32 1,517.40 178,681.72 4,688.16 2,146.97 9,668.10 108.0030,000.00 8,385.97 5,287.19 1,504.61 6,626.06 7,817.00 1,440.70 8,166.27 1,500.00817.92 7,817.00 1,526.90 1,199.07 200.94 488.40 500.08 0.00 43.35 0.00 0.00 6.19 AVAILABLE BALANCE 208,541.04 151,731.90 354,511.2 54,870.15 18,373.94 35,361.84 38,558.90 10,473.68 471,272.28 157,424.10 41,700.00 1,500.00 7,523.03 5,045.81 1,716.00 13,012.81 2,750.00 2,799.92 9,266.90 5,617.08 14,683.00 38,006.03 2,959.30 8,067.73 1,056.65 246.00 14,683.00 2,095.39 368.00 10,000.00 1,800.93 299.06 211.60 ORIGINAL BUDGET 0.000.00 YTD ENC/EXP 0.00 EXPENDITURES 0.000.00 0.00 0.00 0.000.00

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FY 2020

CITY OF PENSACOLA EXPENDITURE COMPARISON REPORT ALL FUNDS GROUPING

Page 2 of 2

ACCOUNTING PERIOD: 13/21

1 207 804 00 0 00 10.250 00 357,437.51 850,466.49 0.00	ON-OPERATING 40,000.00 0.00 0.00 30,000.00 10,000.00 0.00		FY 2021
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228	
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200	
a.83	
200	

Account Type = "E"
Level 5 >= "9100"
Grouping = ALL FUNDS
Fiscal Year = 2021
Period <= 13
Fund = 112

Cost Center = All Cost Centers

Accounts = All Accounts
Encumbrances = Including Encumbrances