

Downtown Garage

City Commission Meeting

February 6, 2024



Background

- Downtown Garage Built in 2010
- 450 Stalls
- Complimentary Parking
- Occupancy rate annual average of 50%
- Users of garage consist mostly of Hilton Garden Inn guests and attendees of Convention Center, Downtown, and Blue Earth Plaza Events
- Currently only 13 security cameras in the garage, recent upgrades approved for this month

Maintenance and Cleaning

- Recent expenses related to upkeep of the Downtown Garage:
 - Replacement of all emergency “Exit” signs: Cost \$10,695.00
 - Power Washing and Degreasing: \$26,538.00
 - Mold Remediation
 - Stairwell Cleaning
 - Insect and Nest Removal
 - Window Cleaning
 - Multiple Broken Windows Replaced: \$2,885.62
 - Upgrade to camera system currently in progress: \$43,891.04
- With no revenue sources from the downtown garage, these expenses are being subsidized by the General Fund

Walker Report

- May 2022, Walker Consultants conducted a condition survey of the Downtown Garage. To preserve the long-term condition of the garage, Walker made the following repair recommendations:
 - Sealant and Waterproofing Replacement
 - Precast Concrete Repair
 - Façade Sealant Replacement
 - Concrete and Stone Cladding Repair
 - Recoating of Stair Tower Components
- McCown Gordon reviewed the Walker Report and found additional repairs to include:
 - Replacement of bollards
 - Parking Access and Revenue Control Systems (PARCS) equipment are obsolete and must be removed
 - Repairs of precast concrete tee flange deterioration at select locations

Walker Report



Walker Report



Deferred Maintenance Plan

- Total cost of the repairs outlined in Walker report is **\$872,500** over 5-year period
- Routine maintenance including power washing, restriping, and inspections of the fire and life safety systems, will cost about **\$12,000** annually

Security and Safety

- Only 13 cameras in the Downtown garage compared to the Aggieville Garage which has 64
- Camera's act as a deterrent of major crime and vandalism
- Vital tool used in RCPD investigations
- Proceeding with an upgrade of this system in February 2024 that will cost \$43,891

Aggieville Garage Update

- Current Rate Structure:
 - Set by Resolution
 - First two hours free
 - Hourly Rate: \$2Hr/\$10 Daily Max
 - Set by Parking Services Manager
 - Full Time Employees: \$40/Month
 - Part Time Employees: \$10/Month
 - Reserved M-F 7 a.m. to 5 p.m.: \$100/Month
 - Reserved Stall (24/7): \$200/Month
 - Special event rates
- 2023 Revenue
 - 51,275 Transactions
 - Hourly: \$59,734
 - Permits: \$76,177
 - Citations: \$ 30,165
 - 10,138 warnings
- Complimentary Park (First 2 Hours Free)
 - 37,016 vehicles received complimentary parking
 - 25-minute average for under 2-hour visitors of garage
 - Lost revenue: \$ 148,064.00
- Park Mobile Transaction Fees
 - \$12,908 (\$0.35 per transaction)
- Credit Card Transaction Fees
 - \$4,345

Proposed Rate Structure for Downtown

- Need funding strategy to keep downtown garage safe, clean, and secure
- Recommended rate structure below generally aligns with that of the Aggieville Garage and local markets:
 - Hourly Rate: \$2Hr/\$10 Daily Max
 - Full Time Employees: \$40/Month
 - Part Time Employees: \$10/Month
 - Hotel Guests: \$10/Day
 - Conference Rate: \$5/Day
 - Reserved Stall: \$200/Month

Conference Center Rates in Kansas

- Century II Performing Arts and Convention Center in **Wichita, KS**:
 - \$5 Per vehicle
 - Park Mobile used for payment
- Stormont Vale Events Center, **Topeka, KS**:
 - Varied Rates: \$5 to \$20 per event
 - Park Mobile used for payment
- **Lawrence, KS** – Contracts conference space with KU
 - Daily Parking Rates Apply
 - Park Mobile used for Payment and direct invoicing.
- Municipal Auditorium Plaza Parking Garage, **Kansas City, MO**
 - \$1/15 minutes, Daily Max \$12

Estimated Revenue & Expenditures

- Estimated annual revenue with recommended rate structure at 50% occupancy: \$296,220
- Start-up costs:
 - Park Mobile – None
 - 2 Pay Stations, fixed LPR cameras at Entrance/Exits: \$63,414
 - Signage: \$23,950
- Annual Costs
 - \$872,500 over 5-years in deferred maintenance (Walker Report)
 - \$12,000 annually in preventative maintenance and upkeep
 - Additional staff to include 1 FT Parking Ambassador and 1 Janitorial Services Position (2024 Budget)

Total Budget

- Anticipated expenditures over next 5 years: **\$1,432,864**
- Estimated revenue over next 5 years with proposed rate structure: **\$1,481,100**
- **Net Revenue over 5 years: \$48,236**
 - Estimated expenses do not include unexpected expenses like we have seen over the last couple of years
 - Does not include existing shared expenses/personnel from Parking Services Division

Alternative Funding Sources

- Should the City Commission choose not to charge all or certain users for use of the garage, revenue must still be generated to keep the garage safe, secure, and clean, and maintain its structural integrity
- Parking Services needs at least \$300,000 annually to fund operations of the Downtown garage and make vital improvements
- Without user fees, City Administration would recommend utilizing Transient Guest Tax (TGT) Revenues

Action Items

1. Ordinance

Approve first reading of an ordinance amending Chapter 31, Article III, Division 5 of the Code of Ordinances of the City of Manhattan establishing regulations and penalties for violations of parking within the Downtown Parking Garage.

2. LRP Contract

Provide feedback and direction for City Administration to bring forth a future agreement with the IPS Group, Inc., of San Diego, California, for \$63,414.39 for the purchase and installation of License Plate Recognition (LPR) equipment and installation for parking management software for the Downtown Garage.

3. Feedback

Provide feedback and direction to City Administration regarding a funding approach for the Downtown Garage and a subsequent resolution establishing various parking rates for the Downtown Garage, along with the existing rate structure for the Aggieville Garage.