



County of Santa Cruz

GENERAL SERVICES DEPARTMENT

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ROY HOLMBERG, DIRECTOR

March 15, 1999

Agenda: March 23, 1999

Board of Supervisors
County of Santa Cruz
701 Ocean Street
Santa Cruz, California 95060

PARKING MANAGEMENT AT THE COUNTY GOVERNMENT CENTER

Dear Members of the Board:

On November 24, 1998, your Board considered a report on parking management at the County Government Center and directed the General Services Department to return in March with recommendations and cost analyses of various parking management options.

One of the parking options discussed in the earlier report was the lease of parking spaces at the adjacent Holiday Inn. As your Board is aware, on February 9, 1999, a lease agreement was approved with the Holiday Inn management providing for the lease of 75 spaces for use by the County. Your Board also directed the Personnel Director to include the discussion of raising employee parking fees to help offset costs during employee bargaining negotiations. The addition of these spaces has made a significant improvement in the parking inventory. In addition, the General Services Department has strengthened overall parking enforcement efforts. The combination of these efforts has provided noticeable relief in the main parking area.

With regard to additional options the attached report provides updated information and cost analyses, where applicable. These options include:

1. Reduction of Parking Demand through Decentralization of Services and Installation of Drop Boxes
2. Phase Out of Assigned Parking as Employees Give Up Existing Spaces
3. Alternative Management for Juror Parking
4. Conversion of Existing Landscaped Areas into Parking

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5. Construction of a Parking Structure
6. Acquisition of Land for Off-Site Surface Parking

Decentralization of services obviously reduces parking demand at the Government Center and should be considered as a positive benefit whenever departments are proposing these types of programs. The General Services department has recently been contacted by several departments about the feasibility of installing a drop box outside the Government Center building. This option would also have the benefit of reducing some parking demand and is recommended for further review and study. Option 2, which is a no cost item, requires meeting and conferring with employee bargaining units and is recommended subject to an appropriate review process. Option 3 has certain logistical and peak demand issues which require continued review. Options 4, 5, and 6 have significant costs associated with them and are not recommended at this time.

Press Parking

In addition to the options to enhance parking at the Government Center, your Board requested information on press parking. Press parking at this facility has historically been provided at no cost, the same as visitor parking. The seven spaces which are currently available are used on a regular basis and it is recommended that these spaces continue to be provided on a first come, first served basis for the press.

Parking Pass Dispensing Machine

The previous report outlined the costs and a possible location for the installation of a parking pass dispensing machine where the public could purchase an all day parking pass. This machine would cost about \$14,000 and would provide added convenience to the public but would not increase the availability of parking. We typically sell about 20 passes per day. Based on this relatively low volume of use, and the cost and potential traffic circulation problems this system may create, it is recommended that this program not be pursued at this time.

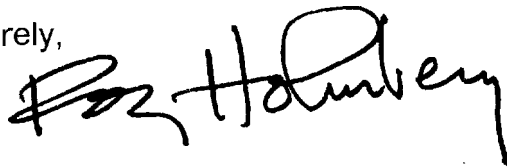
It is therefore RECOMMENDED that your Board take the following actions:

1. Accept the report on parking management at the County Government Center, and;
2. Direct the Department of General Services and County Administrative Office to continue discussions with the Courts in an effort to expand use of off site parking options for jurors; and

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- 3 . Direct the Personnel Director to include the gradual phase out through attrition of assigned parking spaces as part of the upcoming employee contract negotiations; and
4. Direct the General Services Director to study the use of a drop box.

Sincerely,



ROY HOLMBERG
Director of General Services

RH:bd3/park315

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

cc: County Administrative Office
P e r s o n n e l

REPORT ON OPTIONS TO ENHANCE PARKING
AT THE COUNTY GOVERNMENT CENTER

A. PARKING OPTIONS

1. Reduction of Parking Demand through Decentralization of Services and Installation of Drop Boxes

As outlined in the previous report to your Board on parking management both the Sheriff's Office and Planning have initiated programs to decentralize services by setting up field offices. These programs have been very popular with the public and have reduced the need for public and employee parking at the County Government Center..

In addition to decentralized services, we are currently evaluating the feasibility of installing a drop box which would allow the public to drop materials off at the County without having to find a place to park. Should installation of a drop box prove feasible, it will provide an additional method to reduce the demand for parking.

2. Phase Out of Assigned Parking as Employees Give Up Existing Spaces

The previous parking report outlined a method in which existing assigned spaces in reserved parking would be converted, on an attrition basis, to reserved parking with non-assigned spaces. The conversion could be accomplished over time as employees gave up spaces and would eventually allow for over booking the employee parking area. The overbooking would be based on a typical number of empty spots on an average day and would provide for maximum utilization of this space. Counts have been taken at various times, and because of illness, vacation or field assignments there are typically 20 spaces vacant. Overbooking by this amount would increase capacity and be in keeping with recommended parking management guidelines.

Such a change requires meeting and conferring with employee representation units and it is recommended that this be included as part of upcoming negotiations.

3. Alternative Management for Juror Parking

Demand for juror parking continues to exceed supply on days when initial jury selection is being made. Various alternatives have been explored to accommodate this demand and this will continue to be evaluated as part of the planning process for the replacement Court facility.

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Off site parking with a shuttle is one possible solution to address this demand. Shuttle services were explored with the Transit District and various private operators. The Transit District would not be able to offer this service except as part of a regular route open for public use. This is due to Federal restrictions which prohibit them from providing a service which would compete with services offered from private companies.

Private shuttle services are available and local vendors would be interested in providing this service. Costs for such a shuttle are estimated at \$50 per hour. In order to provide for the needs of the jurors and courts, the shuttle would need to operate from 7:30 a.m. until 5:30 p.m. at a cost of \$500 per day of operation. Since need for juror parking is less later in the week, when juries have been seated, it is possible that the shuttle and remote lot could be operated only two or three days a week. Monthly costs would run \$4,000 to \$6,000 for 2 to 3 day per week shuttle service. Once a juror was seated, they could park at the Government Center or the City parking structure if space is available.

Additional costs would also be incurred for rental of a parking lot. Space options for a remote lot were reviewed and a possible location is a lot owned by the Boardwalk and located at Laurel Street Extension and Front Streets. The Boardwalk indicates that they do not use this lot during the week and keep it for use by employees on weekends. Preliminary discussion with the Boardwalk indicate they would be interested at a monthly rate of \$200 for the lot plus \$5 per vehicle parked. Based on these rates, and an average use of 150 vehicles per week, the monthly cost to the County for the use of the parking lot would be \$3200. The total monthly cost for the lot and shuttle are estimated at \$7,200 to \$9,200.

4. Conversion of Existina Landscaped Areas into Parking

The previous report included a discussion of converting two existing landscaped areas into parking which would provide approximately sixty-six spaces. These areas are located in the lawn area between the Government Center and San Lorenzo Park and the lawn at the rear of the Government Center. Costs for this work are estimated at \$90,000. Because of the adverse impact of the loss of the landscaped areas, this proposal is not recommended for implementation at this time.

5. Construction of a Parkina Structure

It is difficult to determine the exact number of additional spaces needed for parking at the Government Center because demands fluctuate on a daily basis. Prior to the lease of space at the Holiday Inn it was estimated that we needed an additional 200 spaces to meet current demand. For the purposes

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of developing preliminary cost information and because the Holiday Inn arrangement may only be short lived, this figure of 200 spaces will be used. Using cost estimates developed by the City of Santa Cruz and the University, it would cost approximately \$4,500,000 to build a structure with the capacity for a net increase of 200 spaces.

6. Acquisition of Land for Off-Site Surface Parking

The previous report mentioned five sites which, although not currently on the market, could be considered for purchase for use as off site surface parking. Estimated costs for land and improvements would range from \$16,000 to \$34,000 per space. In order to gain an adequate number of additional spaces, several of the sites would be needed. Using the lowest estimated cost sites, land and construction would run approximately \$18,000 per space. Total number of spaces gained would be 176 and total costs are estimated at approximately \$3,154,000.

Although these spaces would have an initial cost which is less per space than constructing a parking structure, the inconvenience and management difficulties in being off-site may make this approach less desirable than building a structure.

B. FINANCING FOR PARKING IMPROVEMENTS

As your Board is aware, the financing of capital improvements at all of the County sites is a major challenge. With the exception of State funding for the construction of detention facilities and park improvements, the responsibility for financing building improvements and new construction is generally a County responsibility. In some instances, State and Federal funds can be used to offset facility improvement costs. Should a decision be made to pursue a major construction project for parking, there are various financing options that can be used, including:

Long Term Financing

Certificates of Participation: The County can borrow funds through the use of certificates of participation to provide long term financing for new construction. The certificates can be repaid through the use of categorical funds that are available for facility improvements, such as courthouse construction funds and criminal justice construction funds, through departmental charges, or through the County's general fund. All of these sources are, of course, limited.

General Obligation Funds: The County can issue general obligation bonds to finance the construction of capital improvements upon approval by a two-thirds vote of the people. The last general obligation bond was for the construction of the County's major public facilities, including the Government Center and Probation Center, which were constructed in the 1960's. General obligation bonds are repaid through a property based assessment.

1. Pav As You Go Financing

County General Funds: The County annually appropriates some general funds for capital improvements which cannot be funded through any other source. Due to the constraints on the County's general fund, however, the County's general fund has been used primarily for addressing major maintenance projects, such as improvements to the heating and cooling system at the County Government Center, and roof repair and replacement.

Specialized Funds: The County has funded certain eligible projects directly through the use of categorical funds, such as courthouse and criminal justice construction funds, and State and Federal grants. At this time funds from these sources are committed or unavailable.

Parking Fees: Revenues could be generated by raising or establishing fees for parking in existing or additional facilities. Estimates provided in the previous report indicate that revenue generation solely from an additional parking facility would fall significantly short of construction costs; however, this could be used as a partial offset for construction or for other parking options.