

RESOLUTION NO: ___-2014

**RESOLUTION OF THE COLUMBUS REDEVELOPMENT COMMISSION
TO ALTER THE OPERATIONS OF THE
JACKSON STREET PARKING GARAGE**

Comes now the Columbus Department of Redevelopment, more commonly known as the Columbus Redevelopment Commission, and for this Resolution says as follows:

WHEREAS, Indiana Code §36-7-14-1 *et seq.* provides that a community may establish a Department of Redevelopment to be controlled by a Redevelopment Commission; and

WHEREAS, the City of Columbus, through its Common Council, did on August 19, 2003 create the City of Columbus Department of Redevelopment and the City of Columbus Redevelopment Commission (“Redevelopment Commission”) by way of Ordinance Number 25, 2003; and

WHEREAS, the Redevelopment Commission did build and is presently the owner of a parking garage in downtown Columbus known as the Jackson Street Parking Garage located on the corner of Fourth and Jackson Streets in Columbus; and

WHEREAS, the Redevelopment Commission does lease most space in the parking garage to monthly personal and corporate tenants; and

WHEREAS, certain space is made available to the public at no or minimal costs and

WHEREAS, the Redevelopment Commission did on February 18, 2013 did by way of its Resolution No. 3 – 2013 engage the services of REI Real Estate Services, LLC (REI) to manage the Jackson Street and 2nd Street Parking Garages in Columbus, IN; and

WHEREAS, the Redevelopment Commission did engage the services of Nelson NyGaard on May 20, 2013 by way of its resolution No. 12-2013 to perform a comprehensive study of the vehicular parking in downtown Columbus, IN; and

WHEREAS, Nelson NyGaard did present the finding and conclusions of their study and certain recommendations were made regarding the operations of the Jackson Street Parking Garage; and

WHEREAS, a committee of the public, members of local government and REI were actively involved in the study and have examined the recommendations of Nelson NyGaard as same relate to the operations of the Jackson Street Parking Garage do now make recommendations as to changes to the day-to-day operations of the parking garage.

NOW, THEREFORE, IT IS RESOLVED:

- 1. The City of Columbus Redevelopment Commission, having both ownership and overall day-to-day managerial responsibility for the Jackson Street Parking Garage, after having considered the results of the Nelson NyGaard Study, recommendations from the public, the tenants and REI do hereby find it in the best interest of the use of the Jackson Street Parking Garage to make certain changes to the operations of the parking garages.**
- 2. The Redevelopment Commission does hereby authorize REI to implement the changes attached hereto as Exhibit A to this Resolution on such time table as REI in its sole discretion deems fair, necessary and reasonable both consistent with the tenants and public use of said Parking Garage.**
- 3. REI is to report on the progress of said implementation by way of it's monthly report to the Redevelopment Commission.**
- 4. Counsel for the Redevelopment Commission is authorized to undertake such work as is necessary to assist REI in implementing said changes as counsels service may be required.**

Adopted this __20th__ day of October, 2014.

Kristen Brown, President

Frank Jerome, Vice-President

Dave Wright, Secretary

Exhibit A

City of Columbus
 Jackson Street Garage
 Gate Activation – Action Plan
 Updated 10/2/14

Total Garage Car Spaces

Current Configuration	Actual Spaces	
Reserved		
24/7		(24/7= 24 hrs per day/7days weekly)
Individuals	20	
USPS	75	
10/5		(10/5=10 hrs per day- 7a.m.-5p.m./Mon-Fri)
Individuals	74	
Individuals - roof	12	
Cummins	119	
Public – Daily Parking	<u>94</u>	
Total	394	

To maximize parking space usage, the City has been advised by parking consultant Nelson Nygaard to eliminate monthly permit reserved parking and convert to unreserved. By eliminating reserved parking, the City of Columbus can oversell unreserved parking and create additional permit and daily parking for the public. The actual oversell percentage will reflect the highest observed vacancy during peak parking hours.

Total Garage Car Spaces w/ Oversell – Net Gain 56

Proposed Configuration	Actual Spaces	Oversell %	Spaces to Sell
Reserved			
24/7			
Individuals	20	@0%	20
Unreserved			
24/7			
USPS	75	@22%	91
10/5			
Individuals	86	@27%	109
Cummins	119	@15%	136
Public – Daily Parking	<u>94</u>	@0%	<u>94</u>
Total	394		450

Financial Recommendations

1. Adjust monthly permit parking rates

	From		To	
Reserved	24/7	\$80	Reserved	24/7 \$80
			Unreserved	24/7 \$75
Reserved	10/5	\$65	Unreserved	10/5 \$65
Roof	10/5	\$50		

Steps Needed:

- a. Notify permit holders of the change
 - i. Amend USPS Agreement
 - ii. Send letter explaining changes to individual and company permit holders
 - iii. Amend Cummins Agreement
- b. Issue permit holders access cards
- c. Take down 10/5 reserved signs

2. Create daily parking rates

Up to 1 hour	Free
From 1 hour up to 3	\$1
From 3 hour up to 5	\$2
From 5 hour up to 7	\$3
From 7 hour up to 9	\$4
From 9 hour up to 14	\$5

Financial Analysis

2015 Budget – Current Configuration

Revenue			
Retail			\$ 98,723
Parking			
Reserved			
24/7			
Individuals	20		\$ 19,200
USPS	75		\$ 72,000
10/5			
Individuals	74		\$ 57,720
Individuals-Roof	12		\$ 7,200
Cummins	119		\$ 71,400
Public – Daily Parking	94		\$ 0
Total	394		\$326,243
Expenses			\$120,534
Net Operating Income			<u>\$205,709</u>

2015 Budget w/ Proposed Permit Pricing, Daily Parking and Oversell

Revenue			
Retail			\$ 98,723
Parking			
Reserved			
24/7			
Individuals	20		\$ 19,200
Unreserved			
24/7			
USPS	75		\$ 67,500
10/5			
Individuals	91		\$ 70,980
Cummins	119		\$ 71,400
Public – Daily Parking	145		\$ 20,554
Total Spaces to Sell	450		\$348,357
Expenses			\$134,905
Net Operating Income			<u>\$213,452</u>

The following budget scenario reflects revenue differences with different pricing options for Unreserved Individual parkers:

Individuals Monthly Permit Pricing Comparison

Unreserved Individuals	\$65	\$55	\$45
Revenue			
Retail	\$ 98,723	\$ 98,723	\$ 98,723
Parking			
Reserved			
24/7			
Individuals	\$80	\$ 19,200	\$ 19,200
Unreserved			
24/7			
USPS	\$75	\$ 67,500	\$ 67,500
10/5			
Individuals		\$ 70,980	\$ 60,060
Cummins	\$50	\$ 71,400	\$ 71,400
Public – Daily Parking	\$0-\$5	\$ 20,554	\$ 20,554
Total		\$348,357	\$337,437
		\$326,517	
Expenses			
		\$134,905	\$134,905
Net Operating Income			
		\$213,452	\$202,532
			\$191,612

In order to lower the gates at Jackson Street, the following actions will be necessary:

3. Equipment Changes
 - a. Pay-On-Foot machine relocated from 2nd Street to Jackson Street - \$4,300 (includes move, set-up and electrical work)
 - b. Communication - fiber installation \$15,000
 - c. Evens Time will need to program rate schedule and tests equipment – time and material
 - d. REI enters access card information for distribution to permit holders
 - e. Order daily ticket stock - \$675 - completed
4. Purchase Signage
 - a. Informational signs necessary to direct daily parkers to use pay station in the 1st floor lobby of the garage - \$2,500
 - b. Rate signs for entrances – included above
5. Gate Operation Hours
 - a. Gates down between the hours of 6:00 a.m. – 8:00 p.m. Monday – Friday
 - b. Gates raised at all other times
6. Miscellaneous Items
 - a. Engage a credit card processor on behalf of the City
 - b. Create processes to collect daily revenue – City Employee must handle cash...not REI employees