



PLANNING AND DEVELOPMENT

225 4th Street North
Fargo, North Dakota

INTERSTATE PARKING

401 3rd Avenue North
Fargo, North Dakota

MEMORANDUM

TO: Parking Commission Members
FROM: Fargo Planning (Mark Williams) & Interstate Parking
DATE: December 17, 2018
RE: Thursday, December 20 Parking Commission Agenda

Parking Commission Mission Statement

Manage, provide, promote and maintain safe, convenient, accessible, attractive and reasonably priced parking facilities that will meet the need of downtown businesses, employers, residents, students, and visitors.

Visit www.fargoparking.com for additional Downtown Fargo parking information.

PARKING COMMISSION
Thursday, December 20, 2018, 9:00 a.m.
City Commission Room
AGENDA

1. Approve Order of Agenda
2. Approve Minutes – Meeting of October 25, 2018 (Attachment 1)
3. Welcome New Parking Manager
4. October Financial and Operations Report (Attachment 2) – Paul
5. November Financial and Operations Report (Attachment 3) – Paul
6. Discuss schedule, content, and participants of January parking retreat
7. Construction Concerns from Retailers – Jeremy
8. ROCO Smart Energy Ramp update
9. Other Business

Parking Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Wednesday at 8:00 p.m., Friday at 9:00 a.m., and Sunday at 7:00 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should call the Planning Office at 241-1474 or TDD at 241-8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at www.FargoND.gov/parking.

**BOARD OF PARKING COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday, October 25, 2018

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 9:00 a.m., Thursday, October 25, 2018.

The Parking Commissioners present or absent were as follows:

Present: Mike Williams, Margie Bailly, Brian Hayer, Randy Thorson

Absent: Jay Krabbenhoft

Chair Williams called the meeting to order.

Item 1: Approve Order of Agenda

Member Thorson moved the Order of Agenda be approved as presented. Second by Member Hayer. All Members present voted aye and the motion was declared carried.

Item 2: Minutes: Regular Meeting of August 30, 2018

Member Bailly moved the minutes of the August 30, 2018 Parking Commission meeting be approved. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

Item 3: August Financial and Operations Report

Operations Manager Andy Renfrew, Interstate Parking (IP), reviewed the August 2018 financial and operations report. He noted a decrease in revenue and net income due to patrol staff turnover and the rise in revenue seen in July 2018 due to downtown events. Overall, he noted activity was steady.

Item 4: September Financial and Operations Report

Mr. Andy Renfrew reviewed the September 2018 financial and operations report. He gave an overview of ramp repairs and relocation accommodations made during the repairs.

The Board also discussed the following: tenant and public notification of ramp closures, time zone violations, and ramp validations.

Item 5: Parking Rates: APPROVED

Mr. Renfrew reviewed staff's recommendations for proposed fee changes to the Parking Rate Schedule for 2019. He noted suggested changes according to the higher and lower demand of ramps and trying to maintain a balance.

Member Thorson moved to recommend approval to the City Commission of the proposed recommended 2019 monthly rates for the GTC, Island Park, RoCo, and Civic Ramps the proposed recommended minimum for the remainder of the lots, and the proposed recommended hourly rates as presented. Second by Member Hayer. All Members present voted aye and the motion was declared carried.

Item 6: Interstate Parking Citation Fines Reports: TABLED

Mr. Renfrew presented a background of the current parking citation fines and the proposed increases. He noted ongoing work with the Passport system and that it is almost ready to go live.

Discussion was held regarding the escalating fine structure for time zone violations versus the no-parking zone set fines, and what other cities do to address the issue.

Kathy Spielman, Fargo Police Department, shared that the no-parking zone fines are applicable all over the City and that the graduated fines are just downtown.

Discussion continued regarding what other cities do to address the issues, the welcome tickets, flexibility and process during downtown construction, and repeat offenders.

Action on this item will be tabled to next months meeting.

Item 7: Future Parking Facilities

Strategic Planning Director Jim Gilmour began a conversation regarding the need for an additional parking facility in downtown. He noted the net gain of parking spaces over the last four year has only been 15 parking spots.

Discussion was held noting this as a topic for the upcoming Parking Commission retreat.

Item 8: Restoration Projects

Mr. Gilmour presented an overview of restoration work in downtown parking facilities. He noted outstanding items included camera systems at the Island Park and Civic Center ramps, as well as roof repair of the stair towers of the Civic Center ramp.

Discussion was held regarding financing the remaining repairs

Item 9: Block 9 Update: APPROVED

Assistant Planning Director Mark Williams presented a proposal for the permanent parking plan upon completion of the Block 9 project.

Project Manager Keith Leier, Kilbourne Group, spoke on behalf of the project.

Discussion was held regarding net amount of parking and parking rates. It was noted there is a 25-year agreement with the City for fees to be consistent with City owned lots.

Melissa Rademacher, Downtown Community Partnership (DCP) President, spoke regarding maintaining communication between all parties involved. She noted the DCP is working on a newsletter to provide more information.

City Commissioner Dave Piepkorn noted it would be good to review the Engineering Department process and policy for issuing permits for construction parking, and sidewalk and street closures.

Mr. Gilmour noted the importance of continuing to look ahead and plan for the next future parking facility.

Chair Williams noted intent to invite Jeremy Gorden from the Engineering Department to the next meeting to continue the conversation.

Member Hayer moved to approve the long-term parking plan for the Block 9 Project as presented. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

Item 10: Contractor Parking Discussion

This item was heard with Item 9.

Item 11: Bylaws Discussion

Assistant Planning Director Mark Williams noted that there are no official bylaws for the Parking Commission on record. He provided a brief history of the Parking Management Board.

Board Discussion was held on the following: the role of the Parking Commission; possible addition of future Board members; the importance of more communication between the Parking Commission, other Boards, and City departments; legislature needed for parking meters; and areas of future focus. City Commissioner Dave Piepkorn suggested these would all be good subjects for the Parking Commission retreat.

Item 12: Other Business

Jerry Christianson, Freedom Resource Center, spoke on disability rights and downtown compliance with handicap parking. He noted that there is an obligation for accessibility and that the downtown has a liability of not currently fulfilling proper ADA parking requirements.

Discussion was held regarding conducting an audit of what would need to be done for compliance and adding this topic to the Parking Commission retreat agenda.

Mr. Christianson provided a handout to the Board on Accessible Parking Design for North Dakota.

Item 13: Adjournment

Member Bailly moved to adjourn the meeting at 10:50 a.m. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

City of Fargo

2018 Revenue Report



For the Month Ending October, 2018:

	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Total	Prior Year Total
Monthly Parking Revenue	13,113.00			5,612.52	17,570.00	16,629.00	13,392.00	5,247.10	22,074.31	1,188.00	94,825.93	97,502.16
Transient Revenue	1,735.50			1,591.10							3,326.60	4,351.45
Pay by Phone	-			560.25							560.25	1,000.75
Validation Revenue	1,888.50			86.75							1,975.25	2,034.75
Validation Revenue - Radisson	-										-	4,340.00
Violation Revenue	39.00		-	838.00		17.00	17.00	-			911.00	1,078.00
Event Revenue	-			-							-	-
Gross Revenue	\$ 16,776.00	\$ -	\$ -	\$ 8,688.62	\$ 17,570.00	\$ 16,646.00	\$ 13,409.00	\$ 5,247.10	\$ 22,074.31	\$ 1,188.00	\$ 101,599.03	\$ 110,307.11
Credit Card Fees	(184.44)			(263.24)	-	-	-	-	-	-	(447.68)	(937.86)
Sales Tax											-	-
Special Event Payroll											-	-
Enforcement Payroll				(1,213.21)		(1,464.22)	(1,213.21)	(627.52)	(3,346.79)	(217.55)	(8,082.50)	(7,473.00)
Passport Fees	(10.80)			(665.51)			(8.80)	(8.80)	-		(693.91)	(530.40)
Management Fee	(5,267.17)	-		(2,359.50)	(4,484.50)	(2,359.50)	(2,359.50)	(2,359.50)	(4,484.50)	(2,334.50)	(26,008.67)	(30,709.00)
City Expenses:												(2,001.38)
Schindler Elevator									(104.66)		(104.66)	
Schindler Elevator									(104.66)		(104.66)	
The LockShop									-		-	
Sentry Security											-	
Summit Companies											-	
The CMI Group											-	
GTC Office Lease	-	-	-	-	120.00	-	-	-	-	-	120.00	120.00
Total Adjustments	(5,462.41)	-	-	(4,501.46)	(4,364.50)	(3,823.72)	(3,581.51)	(2,995.82)	(8,040.61)	(2,552.05)	(35,322.08)	(41,531.64)
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	1,375.00	850.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	425.00	325.00
Net Operating Income	\$ 11,313.59	\$ -	\$ -	\$ 4,187.16	\$ 13,205.50	\$ 12,822.28	\$ 9,827.49	\$ 2,251.28	\$ 14,033.70	\$ (1,364.05)	\$ 68,076.95	\$ 69,950.47

City of Fargo

2018 Revenue Report



ND4013 - Roberts Commons

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Monthly Parking Revenue	33,813.53	36,147.00	35,975.00	34,542.80	35,064.77	38,569.00	39,561.34	38,645.33	38,721.16	43,886.00			374,925.93
Transient Revenue	3,906.00	4,209.00	6,325.00	6,608.00	5,887.00	7,039.00	10,427.00	10,137.00	2,693.00	9,087.00			66,318.00
Pay by Phone													-
Validation Revenue	259.00	226.00	447.00	1,037.25	960.00	1,200.50	453.00	401.75	822.00	1,049.50			6,856.00
Validation Revenue - Radisson													-
Violation Revenue										17.00			17.00
Bike Lockers Revenue													-
Event Revenue													-
Gross Revenue	\$ 37,978.53	\$ 40,582.00	\$ 42,747.00	\$ 42,188.05	\$ 41,911.77	\$ 46,808.50	\$ 50,441.34	\$ 49,184.08	\$ 42,236.16	\$ 54,039.50			\$ 448,116.93
Credit Card Fees	(192.86)	(281.65)	(196.84)	(318.35)	(361.39)	(357.54)	(380.52)	(457.84)	(487.24)	(107.24)			(3,141.47)
Sales Tax													-
Special Event Payroll													-
Enforcement Payroll													-
Passport Fees										(8.80)			(8.80)
Management Fee	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)			(163,740.00)
City Expenses:													
Sentry Security (6093)	(2,303.10)												(2,303.10)
Sentry Security (6118)	(1,804.16)												(1,804.16)
Sentry Security (6138)	(2,006.90)												(2,006.90)
City of Fargo	(67.82)												(67.82)
Sentry Security (6176)	(1,490.36)												(1,490.36)
Sentry Security (6177)	(1,186.32)												(1,186.32)
Sentry Security (6195)		(2,646.91)											(2,646.91)
Sentry Security (6213)		(2,476.84)											(2,476.84)
Sentry Security (6235)		(2,940.84)											(2,940.84)
Sentry Security (FC22)		(60.76)											(60.76)
Xcel Energy			(8,029.33)										(8,029.33)
Sentry Security			(2,865.99)										(2,865.99)
City of Fargo			(63.56)										(63.56)
Tapco			(747.86)										(747.86)
Sentry Security (6299)				(2,583.10)									(2,583.10)
Protection Systems Inc				(178.00)									(178.00)
Tapco				(1,760.14)									(1,760.14)
Sentry Security (6323)				(2,039.45)									(2,039.45)
Sentry Security (6346)					(2,037.47)								(2,037.47)
Sentry Security (6362)					(698.33)								(698.33)
Sentry Security (6385)					(1,067.57)								(1,067.57)
Grant's Mechanical (J002084)					(1,320.94)								(1,320.94)
Tapco (594804)					(747.86)								(747.86)
Sentry Security						(766.99)							(766.99)
Area Women (1/4 Page Ad)							(61.50)						(61.50)
Sentry Security (6431)							(500.80)						(500.80)
Sentry Security (6447)							(659.01)						(659.01)
Sentry Security (6462)							(775.69)						(775.69)
Sentry Security (6482)								(1,257.53)					(1,257.53)
Sentry Security (6508)								(1,042.09)					(1,042.09)
Summit Companies (1283901)								(252.82)					(252.82)
The CMI Group 063018								(0.97)					(0.97)
Sentry Security (6523)									(1,138.91)				(1,138.91)
Sentry Security (6535)									(1,784.09)				(1,784.09)
Sentry Security (6551)									(1,757.77)				(1,757.77)
Sentry Security (6569)										(1,094.89)			(1,094.89)
													-
													-
Total Adjustments	(25,425.52)	(24,781.00)	(28,277.58)	(23,253.04)	(22,607.56)	(17,498.53)	(18,751.52)	(19,385.25)	(21,542.01)	(17,584.93)			(219,106.94)
Service Permit Revenue	-	-	-										-
DRP3 Revenue	-	-	-										-
Net Operating Income	\$ 12,553.01	\$ 15,801.00	\$ 14,469.42	\$ 18,935.01	\$ 19,304.21	\$ 29,309.97	\$ 31,689.82	\$ 29,798.83	\$ 20,694.15	\$ 36,454.57			\$ 229,009.99

City of Fargo

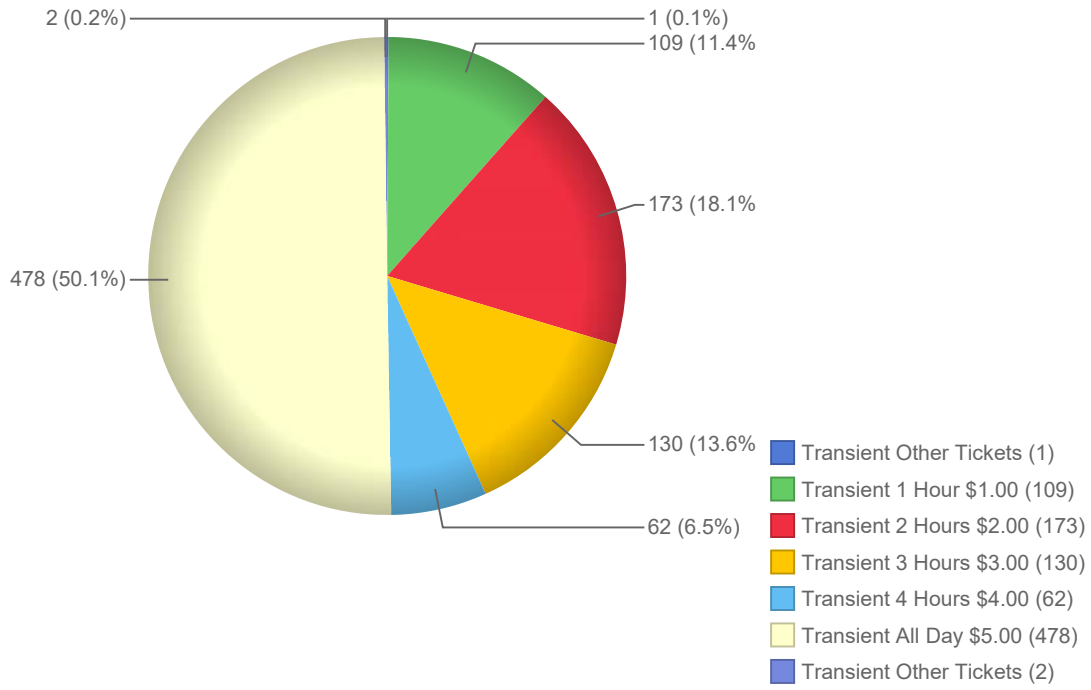
2018 Revenue Report



For the Ten Months Ending October 31, 2018:

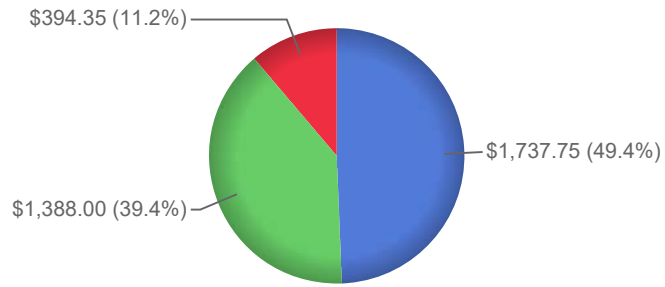
	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Total	Prior Year Total
Monthly Parking Revenue	197,760.00	-	-	55,396.04	165,821.50	166,184.00	133,051.00	41,180.41	217,576.69	10,386.68	987,356.32	1,058,949.07
Transient Revenue	21,083.00	-	-	17,617.20	-	-	-	-	-	-	38,700.20	57,635.03
Pay by Phone	67.30	-	-	6,005.55	-	-	-	-	-	-	6,072.85	18,088.75
Validation Revenue	42,122.50	-	-	1,501.00	3.75	-	-	-	-	-	43,627.25	36,031.75
Validation Revenue - Radisson	14,680.00	-	-	-	-	-	-	-	-	-	14,680.00	23,637.50
Violation Revenue	395.00	146.00	-	4,683.00	-	117.00	146.00	83.00	34.00	17.00	5,621.00	13,189.50
Bike Lockers Revenue	-	-	-	-	-	-	-	-	-	-	-	100.00
Event Revenue	-	-	-	-	-	-	-	-	6,146.00	-	6,146.00	-
Gross Revenue	\$ 276,107.80	\$ 146.00	\$ -	\$ 85,202.79	\$ 165,825.25	\$ 166,301.00	\$ 133,197.00	\$ 41,263.41	\$ 223,756.69	\$ 10,403.68	\$ 1,102,203.62	\$ 1,207,631.60
Credit Card Fees	(2,789.90)	-	(151.79)	(2,641.40)	(746.21)	(490.29)	(247.81)	(170.84)	(909.10)	(160.96)	(8,308.30)	(9,441.28)
Sales Tax	-	-	-	-	-	-	-	-	-	-	-	-
Special Event Payroll	-	-	-	-	-	-	-	-	-	-	-	-
Enforcement Payroll	-	-	-	(9,637.08)	-	(11,630.95)	(9,637.08)	(4,984.69)	(26,585.03)	(1,728.05)	(64,202.88)	(82,558.63)
Passport Fees	(149.20)	(74.40)	-	(2,714.42)	-	-	(58.80)	(74.40)	(41.20)	-	(3,112.42)	(4,855.51)
Management Fee	(56,153.02)	(16,992.00)	-	(21,711.00)	(42,961.00)	(21,711.00)	(21,711.00)	(21,711.00)	(42,961.00)	(21,461.00)	(267,372.02)	(336,296.01)
City Expenses:												(44,423.70)
Electric	(2,243.99)			(29.74)							(2,273.73)	-
Snow				(8,181.16)							(8,181.16)	-
Elevator									(1,043.32)		(1,043.32)	-
Security												-
Tapco (Replace Gate Arm)	(949.52)										(949.52)	-
The LockShop		(1,004.25)							(102.85)		(1,107.10)	-
Summit Companies									(424.71)		(424.71)	-
L Goninsky Concrete	(637.00)										(637.00)	-
Grotberg Electrci							(596.82)				(596.82)	-
Area Women (1/4 Page Ad)	(61.50)	(61.50)	-	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(553.50)	-
The LockShop	(997.28)										(997.28)	-
The CMI Group	(0.96)	(0.96)		(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(8.71)	-
GTC Office Lease	-	-	-	-	1,200.00	-	-	-	-	-	1,200.00	960.00
Total Adjustments	(63,982.37)	(18,133.11)	(151.79)	(44,977.27)	(42,569.68)	(33,894.71)	(32,313.98)	(27,003.40)	(72,129.68)	(23,412.48)	(358,568.47)	(476,615.13)
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	12,125.00	9,500.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	6,300.00	7,495.00
Net Operating Income	\$ 212,125.43	\$ (17,987.11)	\$ (151.79)	\$ 40,225.52	\$ 123,255.57	\$ 132,406.29	\$ 100,883.02	\$ 14,260.01	\$ 151,627.01	\$ (13,008.80)	\$ 762,060.15	\$ 748,011.47

NP Ave Lot - Ticket Count Breakdown
10/1/2018 to 10/31/2018, 955 Tickets Cashiered



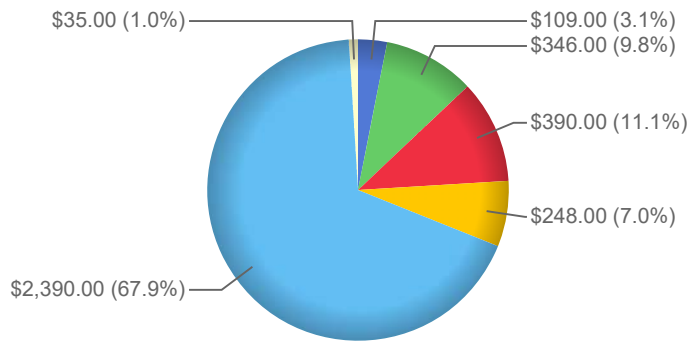
Printed 11/9/2018

NP Ave Lot - Receipts Breakdown
10/1/2018 to 10/31/2018



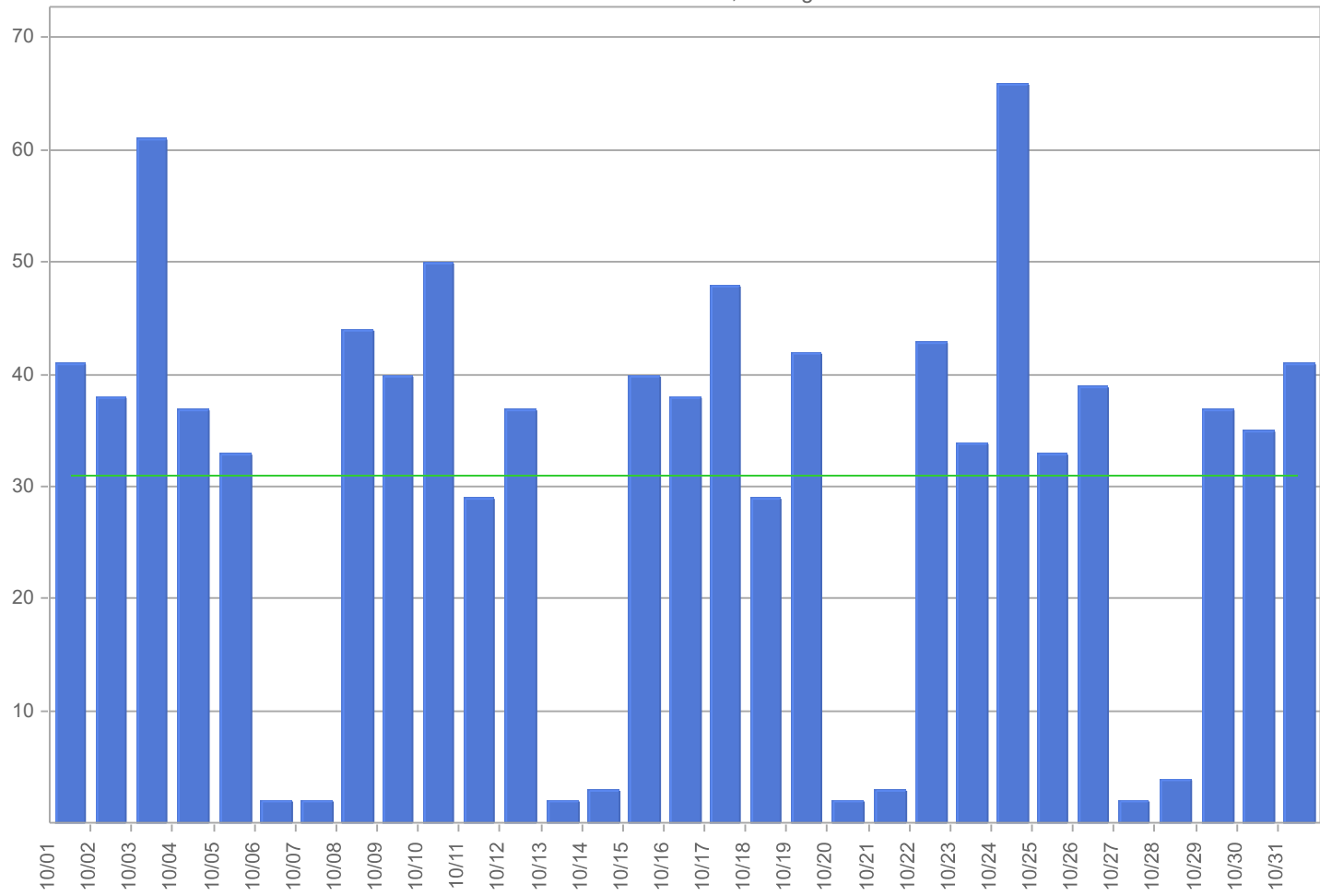
- Credit Card Receipts \$1,737.75
- Total Validations \$1,388.00
- Cash/Checks Deposited \$394.35

NP Ave Lot - Ticket Value Breakdown
10/1/2018 to 10/31/2018, Total Ticket Value is \$3,518.00



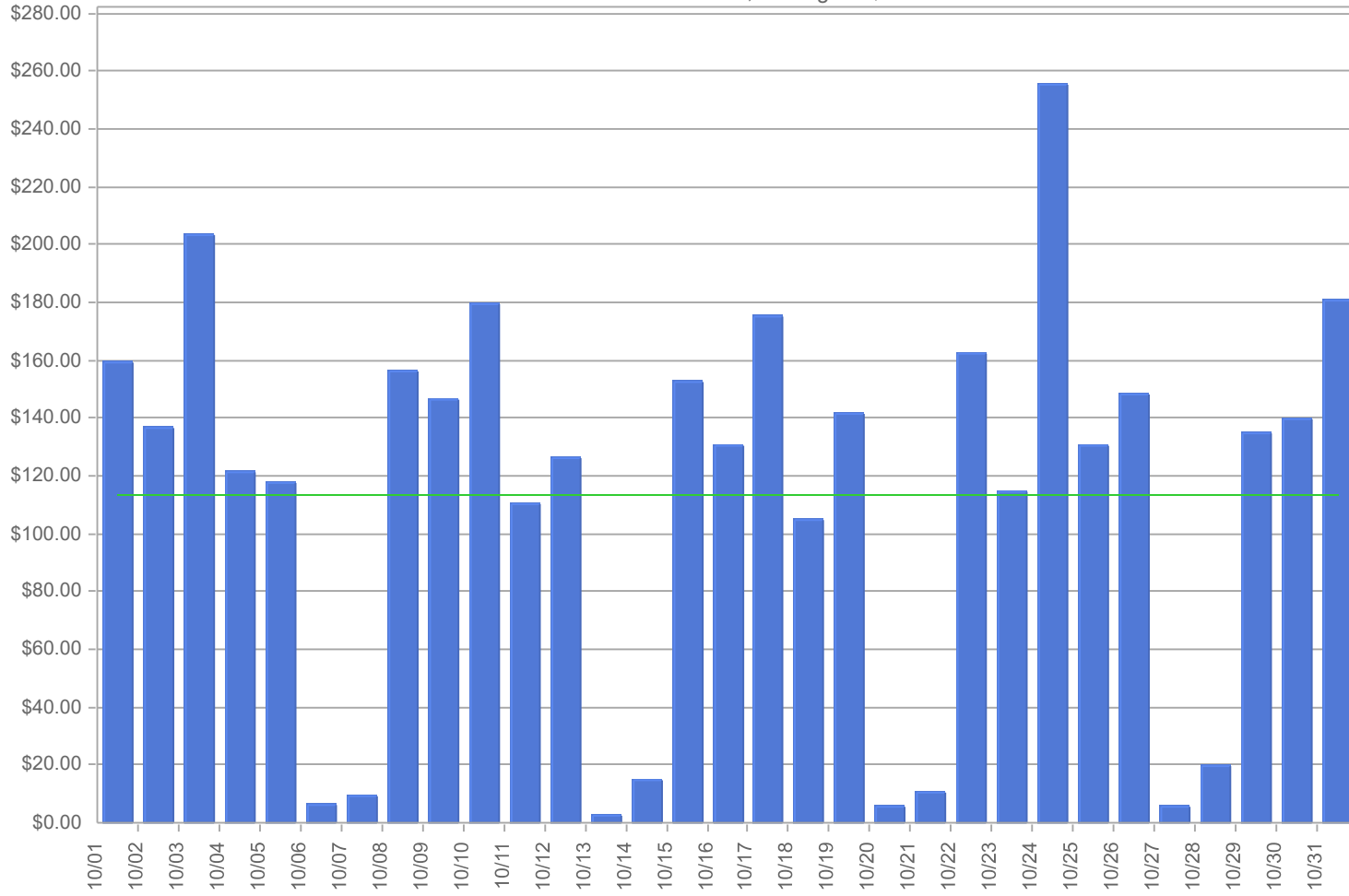
- Transient 1 Hour \$1.00 \$109.00
- Transient 2 Hours \$2.00 \$346.00
- Transient 3 Hours \$3.00 \$390.00
- Transient 4 Hours \$4.00 \$248.00
- Transient All Day \$5.00 \$2,390.00
- Transient Other Tickets \$35.00

NP Ave Lot - Tickets Cashiered by Day
10/1/2018 to 10/31/2018, Average is 31



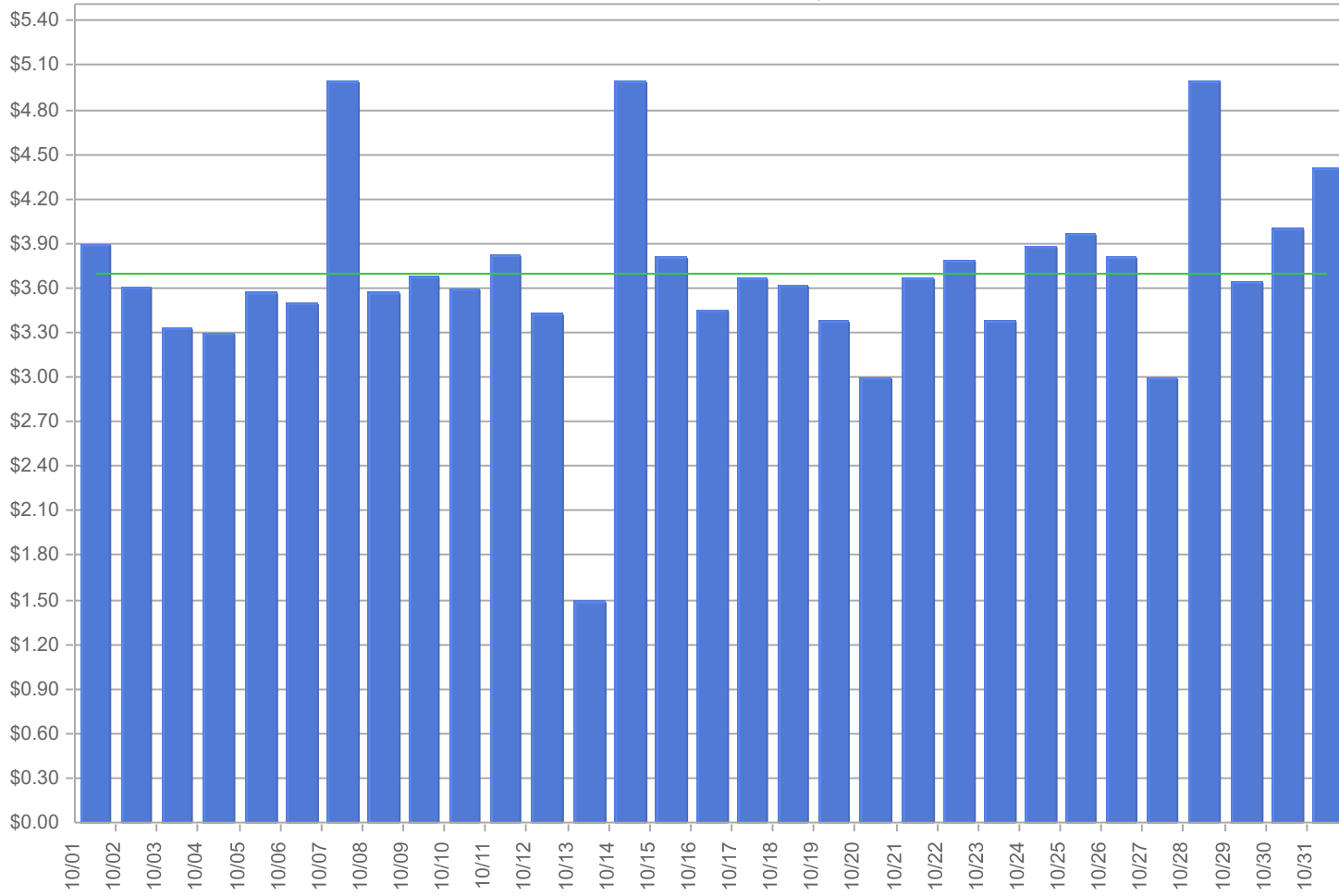
Printed 11/9/2018

NP Ave Lot - Total Ticket Values by Day
10/1/2018 to 10/31/2018, Average is \$113.48



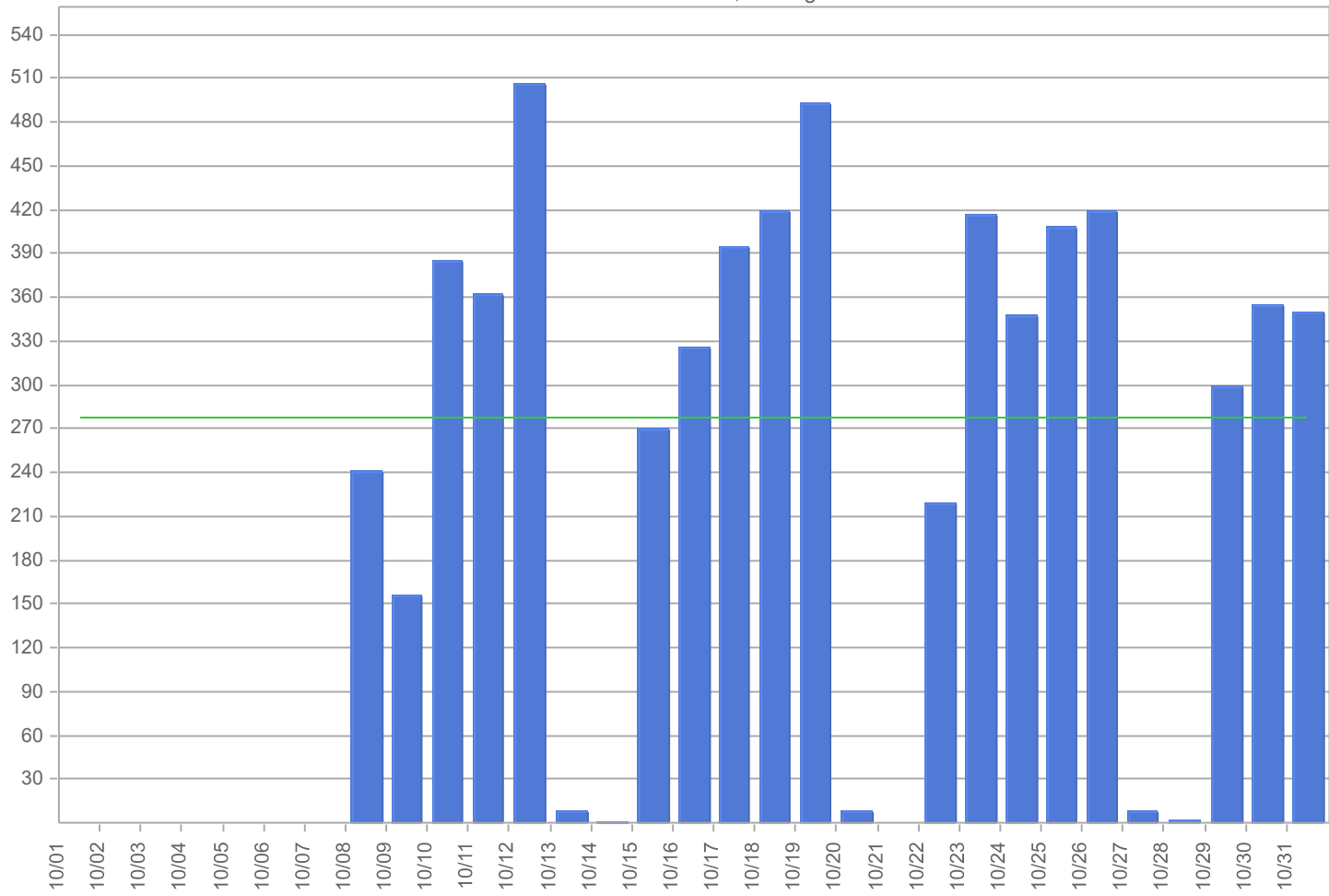
Printed 11/9/2018

NP Ave Lot - Average Ticket Value by Day
10/1/2018 to 10/31/2018, Average is \$3.69



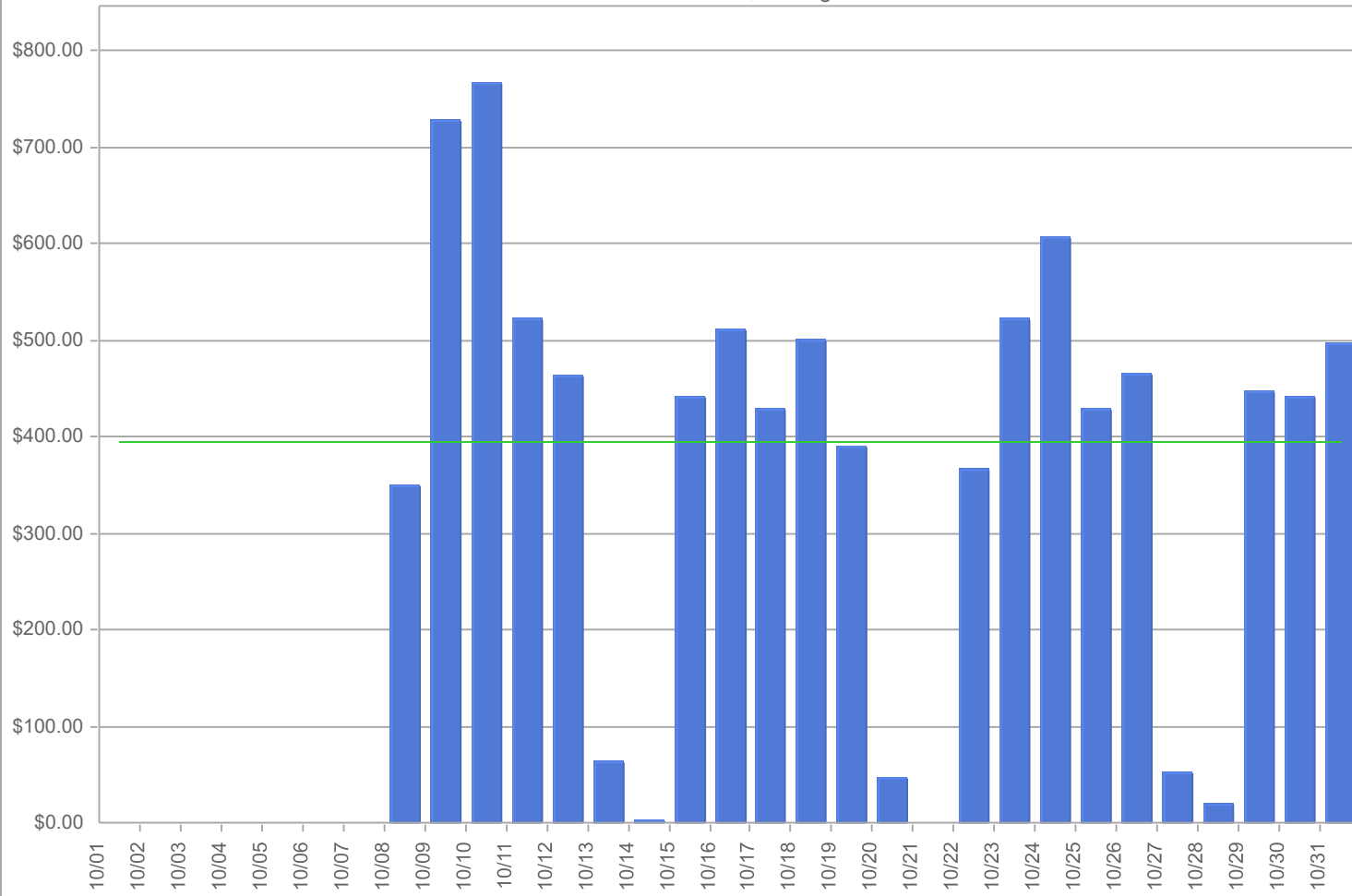
Printed 11/9/2018

Roberts Commons - Tickets Cashiered by Day
10/1/2018 to 10/31/2018, Average is 278



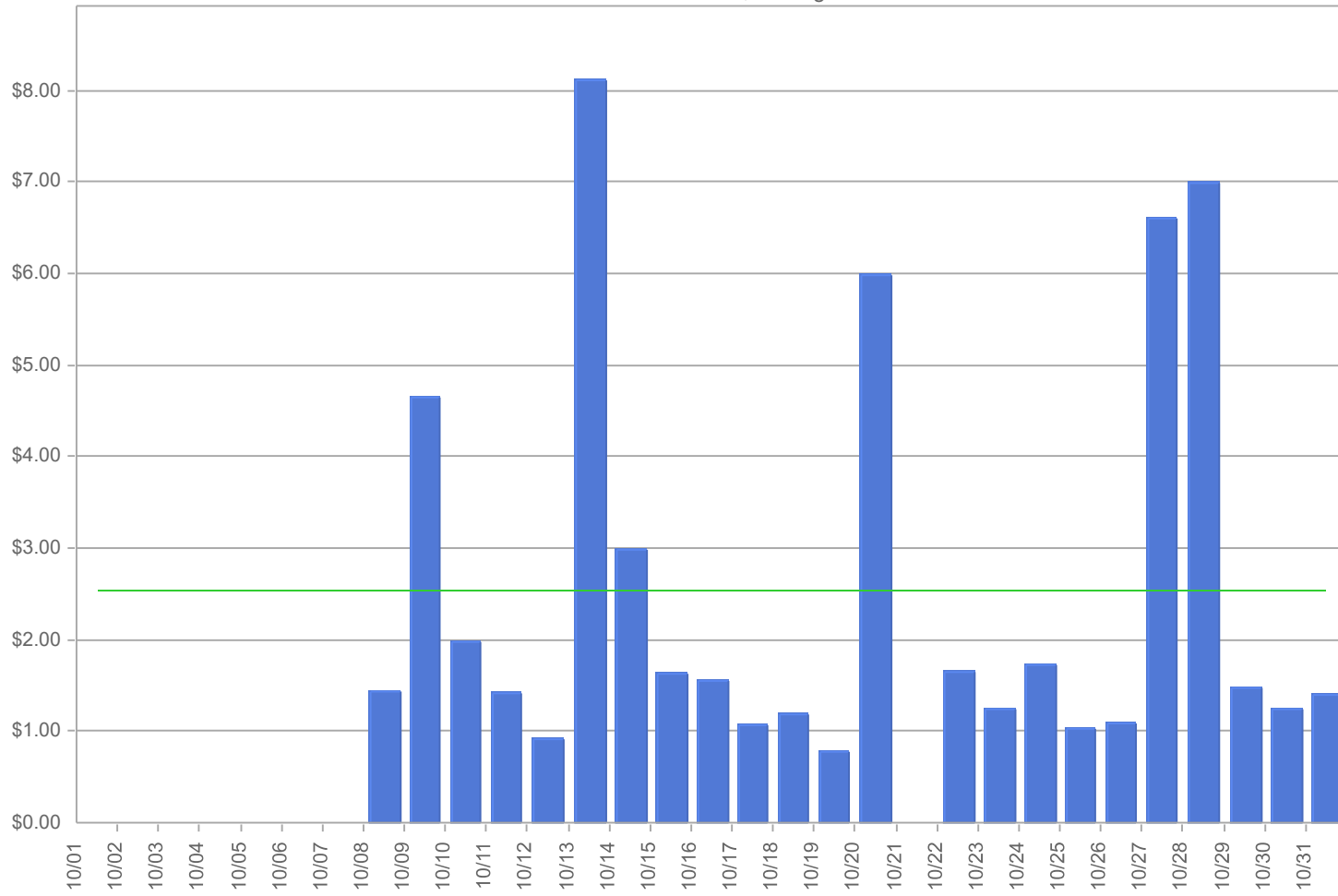
Printed 11/9/2018

Roberts Commons - Total Ticket Values by Day
10/1/2018 to 10/31/2018, Average is \$395.09



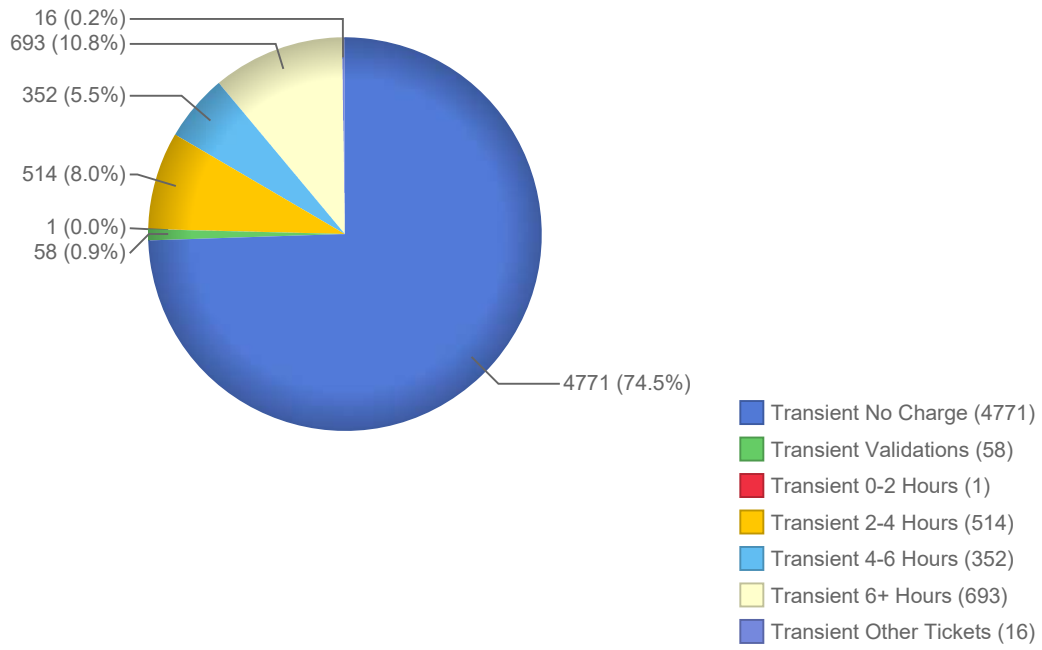
Printed 11/9/2018

Roberts Commons - Average Ticket Value by Day
10/1/2018 to 10/31/2018, Average is \$2.54

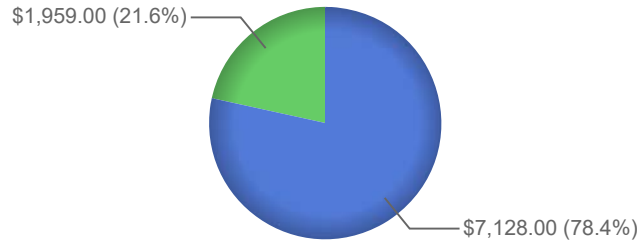


Printed 11/9/2018

Roberts Commons - Ticket Count Breakdown
10/1/2018 to 10/31/2018, 6405 Tickets Cashiered

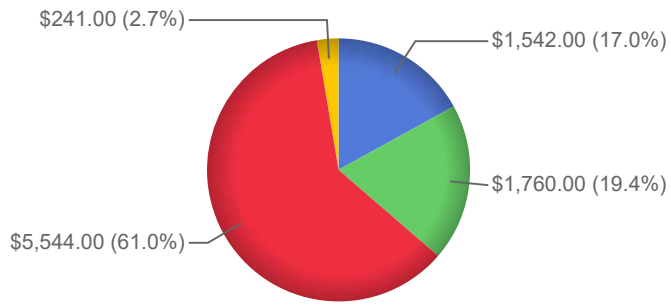


Roberts Commons - Receipts Breakdown
10/1/2018 to 10/31/2018



- Credit Card Receipts \$7,128.00
- Cash/Checks Deposited \$1,959.00

Roberts Commons - Ticket Value Breakdown
10/1/2018 to 10/31/2018, Total Ticket Value is \$9,087.00



- Transient 2-4 Hours \$1,542.00
- Transient 4-6 Hours \$1,760.00
- Transient 6+ Hours \$5,544.00
- Transient Other Tickets \$241.00

City of Fargo

2018 Revenue Report



For the Month Ending November 30, 2018:

	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Total	Prior Year Total
Monthly Parking Revenue	20,691.00			5,744.20	8,770.00	16,649.00	13,392.00	5,340.00	22,756.87	1,205.60	94,548.67	95,827.74
Transient Revenue	2,395.50			1,043.00							3,438.50	4,272.65
Pay by Phone	-			551.50							551.50	766.25
Validation Revenue	3,281.00			169.25							3,450.25	4,552.75
Validation Revenue - Radisson	-										-	3,604.00
Violation Revenue	22.00		-	168.00		-	-	-			190.00	904.00
Event Revenue	-			-							-	-
Gross Revenue	\$ 26,389.50	\$ -	\$ -	\$ 7,675.95	\$ 8,770.00	\$ 16,649.00	\$ 13,392.00	\$ 5,340.00	\$ 22,756.87	\$ 1,205.60	\$ 102,178.92	\$ 109,927.39
Credit Card Fees	(203.12)			(270.55)	(30.10)	-	(19.35)	(8.06)	(69.77)	(15.37)	(616.32)	(909.92)
Sales Tax											-	-
Special Event Payroll											-	-
Enforcement Payroll				(1,183.38)		(1,428.22)	(1,183.38)	(612.09)	(3,264.49)	(212.19)	(7,883.75)	(8,003.00)
Passport Fees	(10.80)			(313.71)			-	-	-		(324.51)	(420.40)
Management Fee	(5,267.17)	-		(2,359.50)	(4,484.50)	(2,359.50)	(2,359.50)	(2,359.50)	(4,484.50)	(2,334.50)	(26,008.67)	(27,590.00)
City Expenses:												(355.22)
Schindler Elevator									(104.66)		(104.66)	
Schindler Elevator									-		-	
The LockShop									-		-	
Sentry Security									-		-	
Summit Companies									-		-	
The CMI Group									-		-	
GTC Office Lease	-	-	-	-	120.00	-	-	-	-	-	120.00	120.00
Total Adjustments	(5,481.09)	-	-	(4,127.14)	(4,394.60)	(3,787.72)	(3,562.23)	(2,979.65)	(7,923.42)	(2,562.06)	(34,817.91)	(37,158.54)
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	800.00	250.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	375.00	200.00
Net Operating Income	\$ 20,908.41	\$ -	\$ -	\$ 3,548.81	\$ 4,375.40	\$ 12,861.28	\$ 9,829.77	\$ 2,360.35	\$ 14,833.45	\$ (1,356.46)	\$ 68,536.01	\$ 73,218.85

City of Fargo

2018 Revenue Report



ND4013 - Roberts Commons

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Monthly Parking Revenue	33,813.53	36,147.00	35,975.00	34,542.80	35,064.77	38,569.00	39,561.34	38,645.33	38,721.16	43,886.00	42,196.00		417,121.93
Transient Revenue	3,906.00	4,209.00	6,325.00	6,608.00	5,887.00	7,039.00	10,427.00	10,137.00	2,693.00	9,087.00	12,099.00		78,417.00
Pay by Phone													-
Validation Revenue	259.00	226.00	447.00	1,037.25	960.00	1,200.50	453.00	401.75	822.00	1,049.50	1,186.75		8,042.75
Validation Revenue - Radisson													-
Violation Revenue										17.00			17.00
Bike Lockers Revenue													-
Event Revenue													-
Gross Revenue	\$ 37,978.53	\$ 40,582.00	\$ 42,747.00	\$ 42,188.05	\$ 41,911.77	\$ 46,808.50	\$ 50,441.34	\$ 49,184.08	\$ 42,236.16	\$ 54,039.50	\$ 55,481.75		\$ 503,598.68
Credit Card Fees	(192.86)	(281.65)	(196.84)	(318.35)	(361.39)	(357.54)	(380.52)	(457.84)	(487.24)	(107.24)	(539.15)		(3,680.62)
Sales Tax													-
Special Event Payroll													-
Enforcement Payroll													-
Passport Fees										(8.80)			(8.80)
Management Fee	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)	(16,374.00)		(180,114.00)
City Expenses:													
Sentry Security (6093)	(2,303.10)												(2,303.10)
Sentry Security (6118)	(1,804.16)												(1,804.16)
Sentry Security (6138)	(2,006.90)												(2,006.90)
City of Fargo	(67.82)												(67.82)
Sentry Security (6176)	(1,490.36)												(1,490.36)
Sentry Security (6177)	(1,186.32)												(1,186.32)
Sentry Security (6195)		(2,646.91)											(2,646.91)
Sentry Security (6213)		(2,476.84)											(2,476.84)
Sentry Security (6235)		(2,940.84)											(2,940.84)
Sentry Security (FC22)		(60.76)											(60.76)
Xcel Energy			(8,029.33)										(8,029.33)
Sentry Security			(2,865.99)										(2,865.99)
City of Fargo			(63.56)										(63.56)
Tapco			(747.86)										(747.86)
Sentry Security (6299)				(2,583.10)									(2,583.10)
Protection Systems Inc				(178.00)									(178.00)
Tapco				(1,760.14)									(1,760.14)
Sentry Security (6323)				(2,039.45)									(2,039.45)
Sentry Security (6346)					(2,037.47)								(2,037.47)
Sentry Security (6362)					(698.33)								(698.33)
Sentry Security (6385)					(1,067.57)								(1,067.57)
Grant's Mechanical (J002084)					(1,320.94)								(1,320.94)
Tapco (594804)					(747.86)								(747.86)
Sentry Security						(766.99)							(766.99)
Area Women (1/4 Page Ad)							(61.50)						(61.50)
Sentry Security (6431)							(500.80)						(500.80)
Sentry Security (6447)							(659.01)						(659.01)
Sentry Security (6462)							(775.69)						(775.69)
Sentry Security (6482)								(1,257.53)					(1,257.53)
Sentry Security (6508)								(1,042.09)					(1,042.09)
Summit Companies (1283901)								(252.82)					(252.82)
The CMI Group 063018								(0.97)					(0.97)
Sentry Security (6523)									(1,138.91)				(1,138.91)
Sentry Security (6535)									(1,784.09)				(1,784.09)
Sentry Security (6551)									(1,757.77)				(1,757.77)
Sentry Security (6569)										(1,094.89)			(1,094.89)
Sentry Security (6587)											(1,377.56)		(1,377.56)
Xcel Energy											(2,583.66)		(2,583.66)
Xcel Energy											(1,420.37)		(1,420.37)
													-
													-
Total Adjustments	(25,425.52)	(24,781.00)	(28,277.58)	(23,253.04)	(22,607.56)	(17,498.53)	(18,751.52)	(19,385.25)	(21,542.01)	(17,584.93)	(22,294.74)		(241,401.68)
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Net Operating Income	\$ 12,553.01	\$ 15,801.00	\$ 14,469.42	\$ 18,935.01	\$ 19,304.21	\$ 29,309.97	\$ 31,689.82	\$ 29,798.83	\$ 20,694.15	\$ 36,454.57	\$ 33,187.01		\$ 262,197.00

City of Fargo

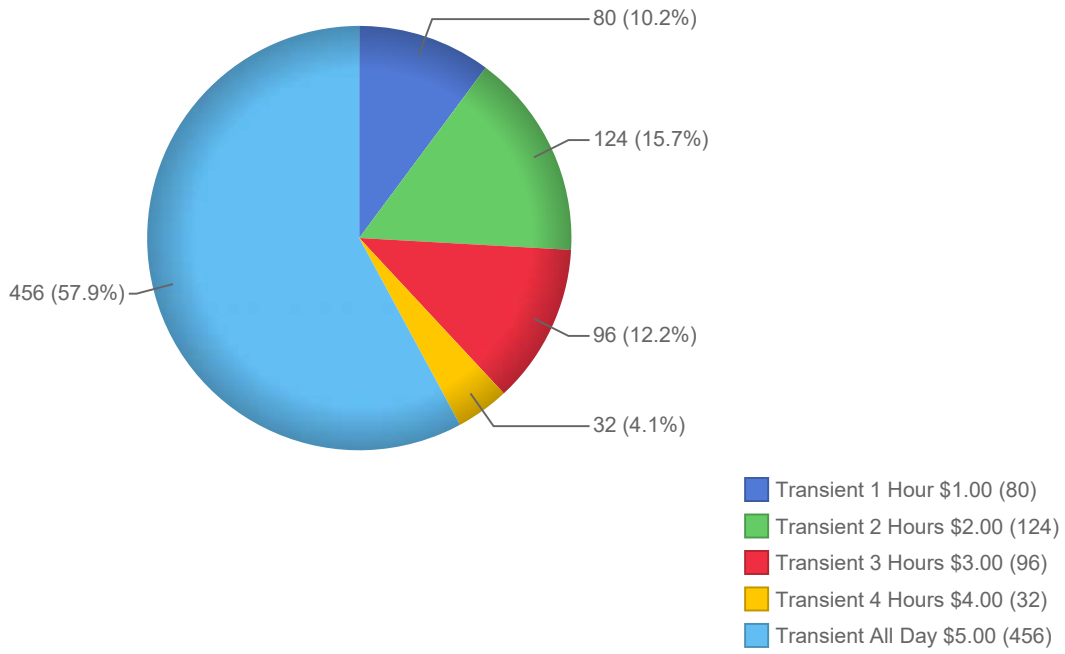
2018 Revenue Report



For the Eleven Months Ending November 30, 2018:

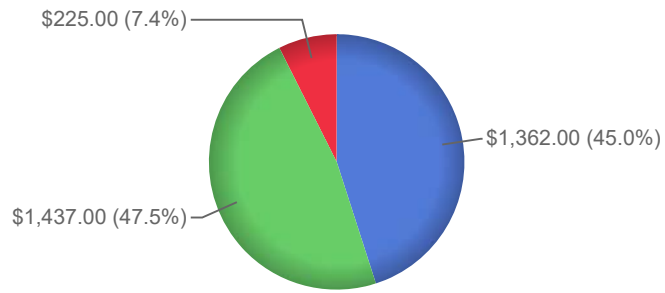
	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Total	Prior Year Total
Monthly Parking Revenue	218,451.00	-	-	61,140.24	174,591.50	182,833.00	146,443.00	46,520.41	240,333.56	11,592.28	1,081,904.99	1,154,776.81
Transient Revenue	23,478.50	-	-	18,660.20	-	-	-	-	-	-	42,138.70	61,907.68
Pay by Phone	67.30	-	-	6,557.05	-	-	-	-	-	-	6,624.35	18,855.00
Validation Revenue	45,403.50	-	-	1,670.25	3.75	-	-	-	-	-	47,077.50	48,528.50
Validation Revenue - Radisson	14,680.00	-	-	-	-	-	-	-	-	-	14,680.00	23,637.50
Violation Revenue	417.00	146.00	-	4,851.00	-	117.00	146.00	83.00	34.00	17.00	5,811.00	14,093.50
Bike Lockers Revenue	-	-	-	-	-	-	-	-	-	-	-	100.00
Event Revenue	-	-	-	-	-	-	-	-	6,146.00	-	6,146.00	-
Gross Revenue	\$ 302,497.30	\$ 146.00	\$ -	\$ 92,878.74	\$ 174,595.25	\$ 182,950.00	\$ 146,589.00	\$ 46,603.41	\$ 246,513.56	\$ 11,609.28	\$ 1,204,382.54	\$ 1,321,898.99
Credit Card Fees	(2,993.02)	-	(151.79)	(2,911.95)	(776.31)	(490.29)	(267.16)	(178.90)	(978.87)	(176.33)	(8,924.62)	(10,351.20)
Sales Tax	-	-	-	-	-	-	-	-	-	-	-	-
Special Event Payroll	-	-	-	-	-	-	-	-	-	-	-	-
Enforcement Payroll	-	-	-	(10,820.46)	-	(13,059.17)	(10,820.46)	(5,596.78)	(29,849.52)	(1,940.24)	(72,086.63)	(90,561.63)
Passport Fees	(160.00)	(74.40)	-	(3,028.13)	-	-	(58.80)	(74.40)	(41.20)	-	(3,436.93)	(5,275.91)
Management Fee	(61,420.19)	(16,992.00)	-	(24,070.50)	(47,445.50)	(24,070.50)	(24,070.50)	(24,070.50)	(47,445.50)	(23,795.50)	(293,380.69)	(363,886.01)
City Expenses:												(44,851.04)
Electric	(2,243.99)			(29.74)							(2,273.73)	-
Snow				(8,181.16)							(8,181.16)	-
Elevator									(1,147.98)		(1,147.98)	-
Security												-
Tapco (Replace Gate Arm)	(949.52)										(949.52)	-
The LockShop		(1,004.25)							(102.85)		(1,107.10)	-
Summit Companies									(424.71)		(424.71)	-
L Goninsky Concrete	(637.00)										(637.00)	-
Grotberg Electrci							(596.82)				(596.82)	-
Area Women (1/4 Page Ad)	(61.50)	(61.50)	-	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(61.50)	(553.50)	-
The LockShop	(997.28)										(997.28)	-
The CMI Group	(0.96)	(0.96)		(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(0.97)	(8.71)	-
GTC Office Lease	-	-	-	-	1,320.00	-	-	-	-	-	1,320.00	1,080.00
Total Adjustments	(69,463.46)	(18,133.11)	(151.79)	(49,104.41)	(46,964.28)	(37,682.43)	(35,876.21)	(29,983.05)	(80,053.10)	(25,974.54)	(393,386.38)	(513,845.79)
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	12,925.00	9,750.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	6,675.00	7,695.00
Net Operating Income	\$ 233,033.84	\$ (17,987.11)	\$ (151.79)	\$ 43,774.33	\$ 127,630.97	\$ 145,267.57	\$ 110,712.79	\$ 16,620.36	\$ 166,460.46	\$ (14,365.26)	\$ 830,596.16	\$ 825,498.20

NP Ave Lot - Ticket Count Breakdown
11/1/2018 to 11/30/2018, 788 Tickets Cashiered



Printed 12/13/2018

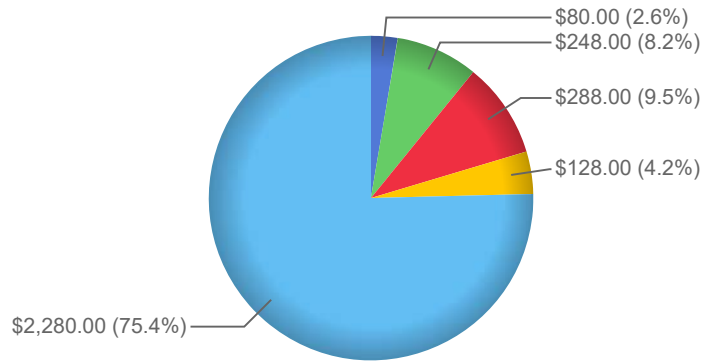
NP Ave Lot - Receipts Breakdown
11/1/2018 to 11/30/2018



- Credit Card Receipts \$1,362.00
- Total Validations \$1,437.00
- Cash/Checks Deposited \$225.00

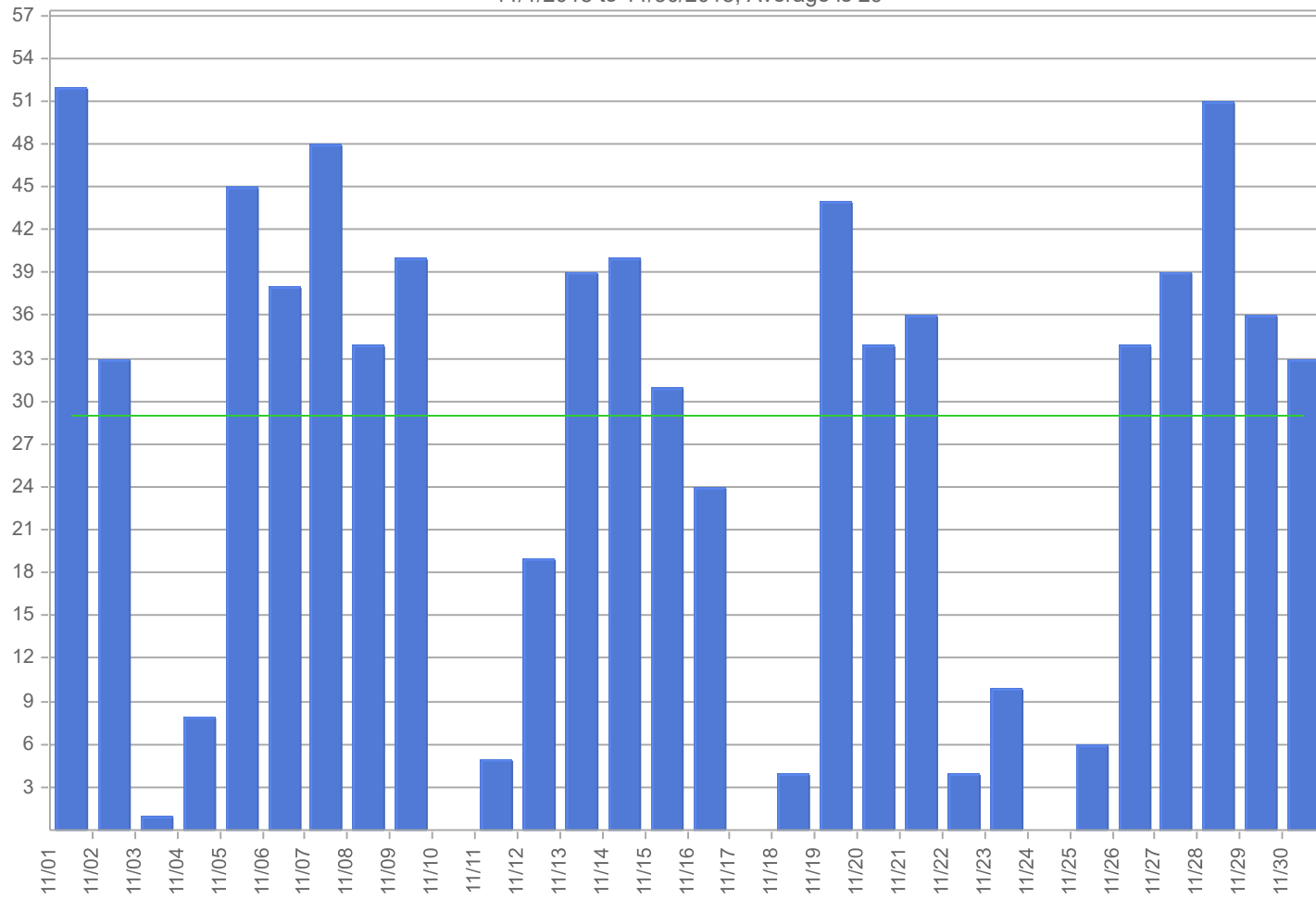
Printed 12/13/2018

NP Ave Lot - Ticket Value Breakdown
11/1/2018 to 11/30/2018, Total Ticket Value is \$3,024.00



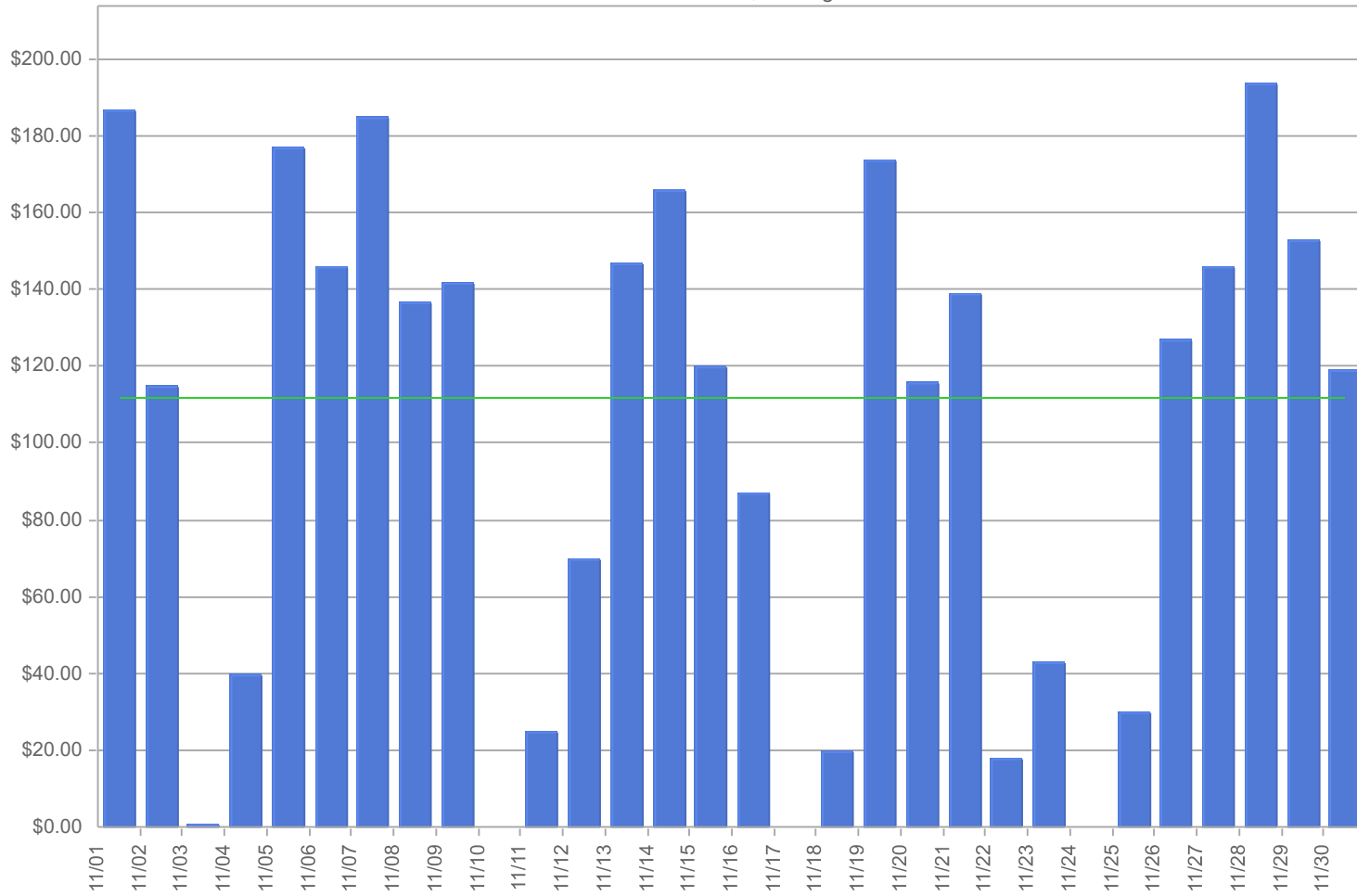
- Transient 1 Hour \$1.00 \$80.00
- Transient 2 Hours \$2.00 \$248.00
- Transient 3 Hours \$3.00 \$288.00
- Transient 4 Hours \$4.00 \$128.00
- Transient All Day \$5.00 \$2,280.00

NP Ave Lot - Tickets Cashiered by Day
11/1/2018 to 11/30/2018, Average is 29



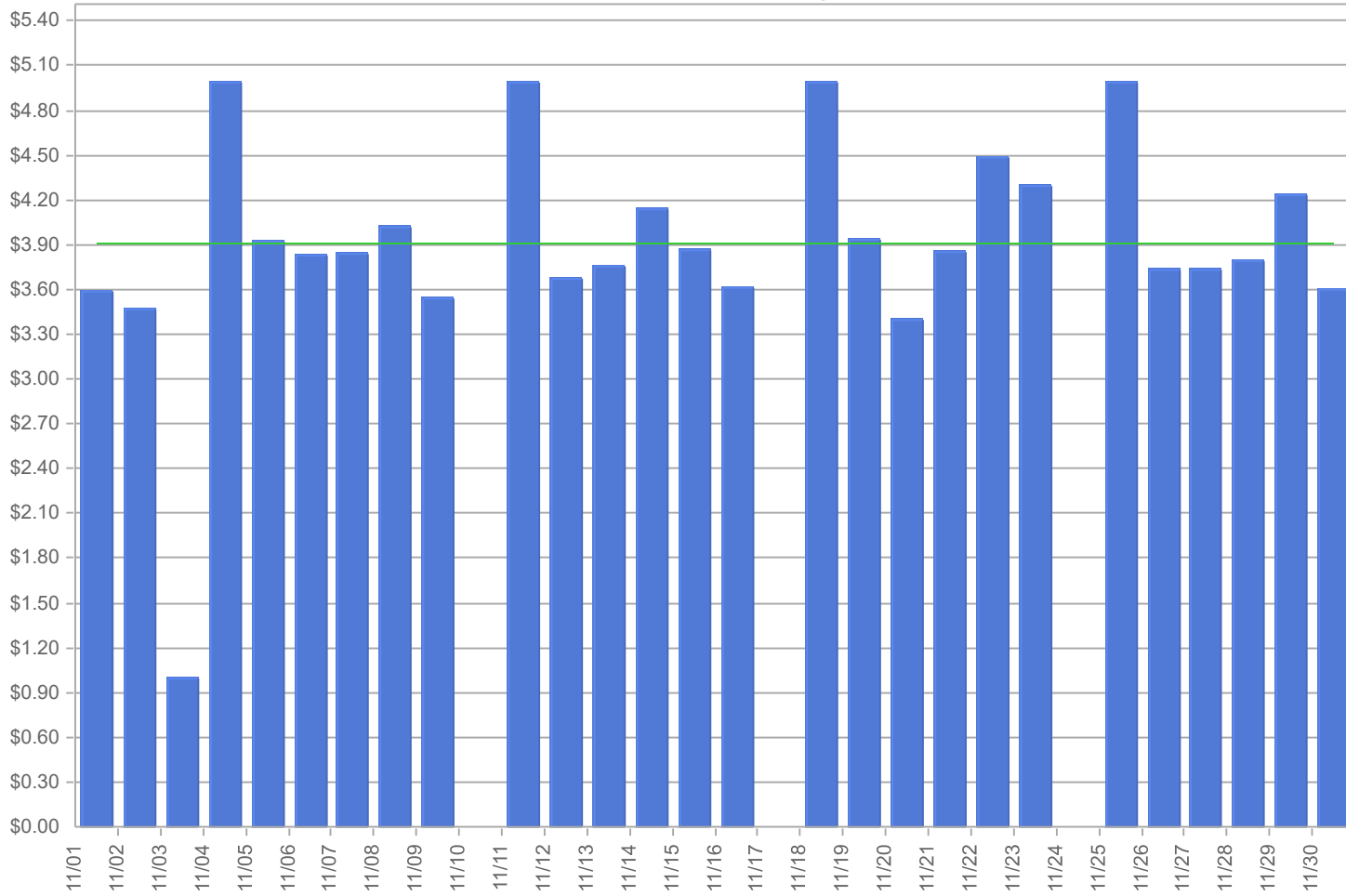
Printed 12/13/2018

NP Ave Lot - Total Ticket Values by Day
11/1/2018 to 11/30/2018, Average is \$112.00



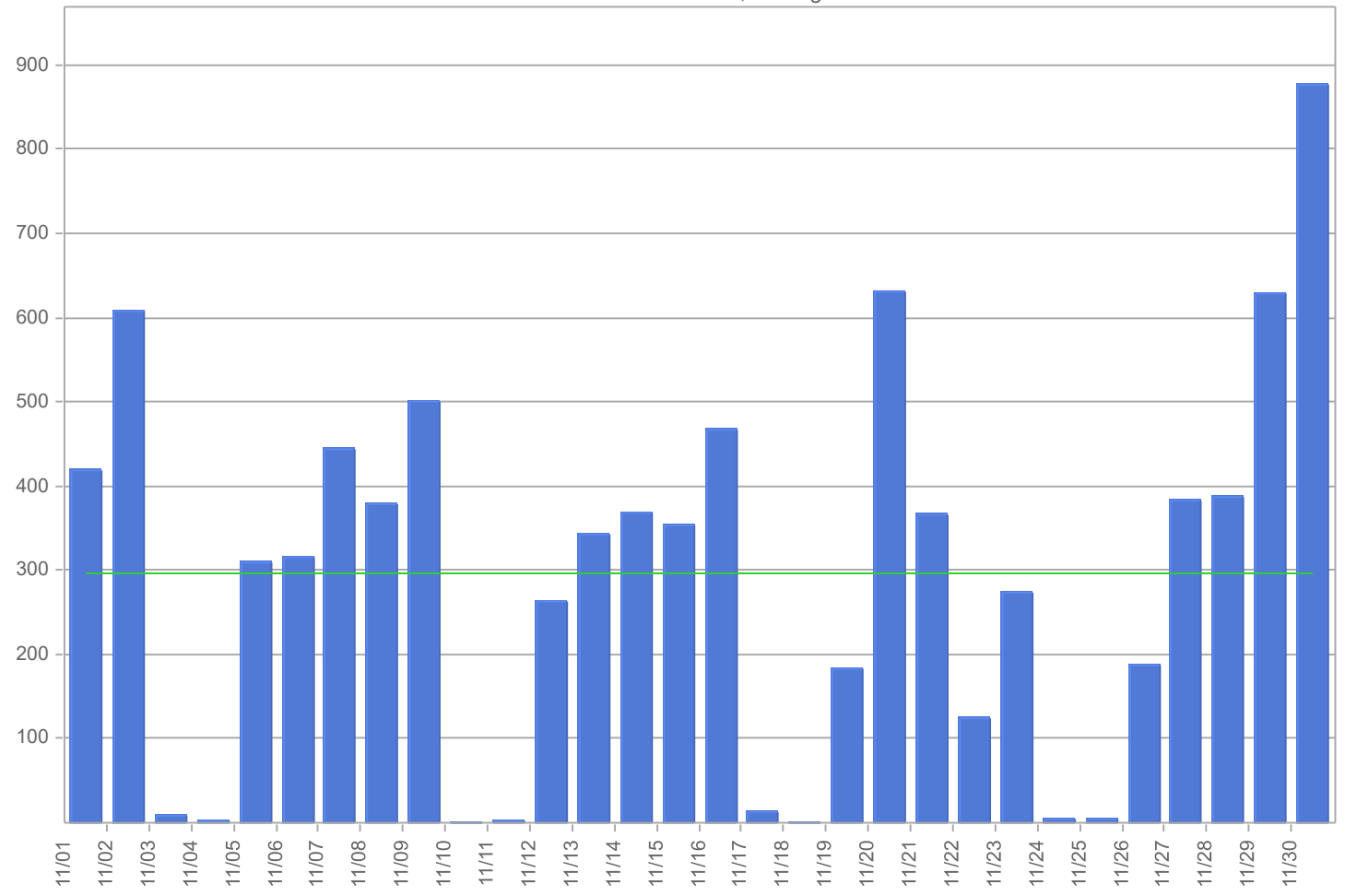
Printed 12/13/2018

NP Ave Lot - Average Ticket Value by Day
11/1/2018 to 11/30/2018, Average is \$3.91



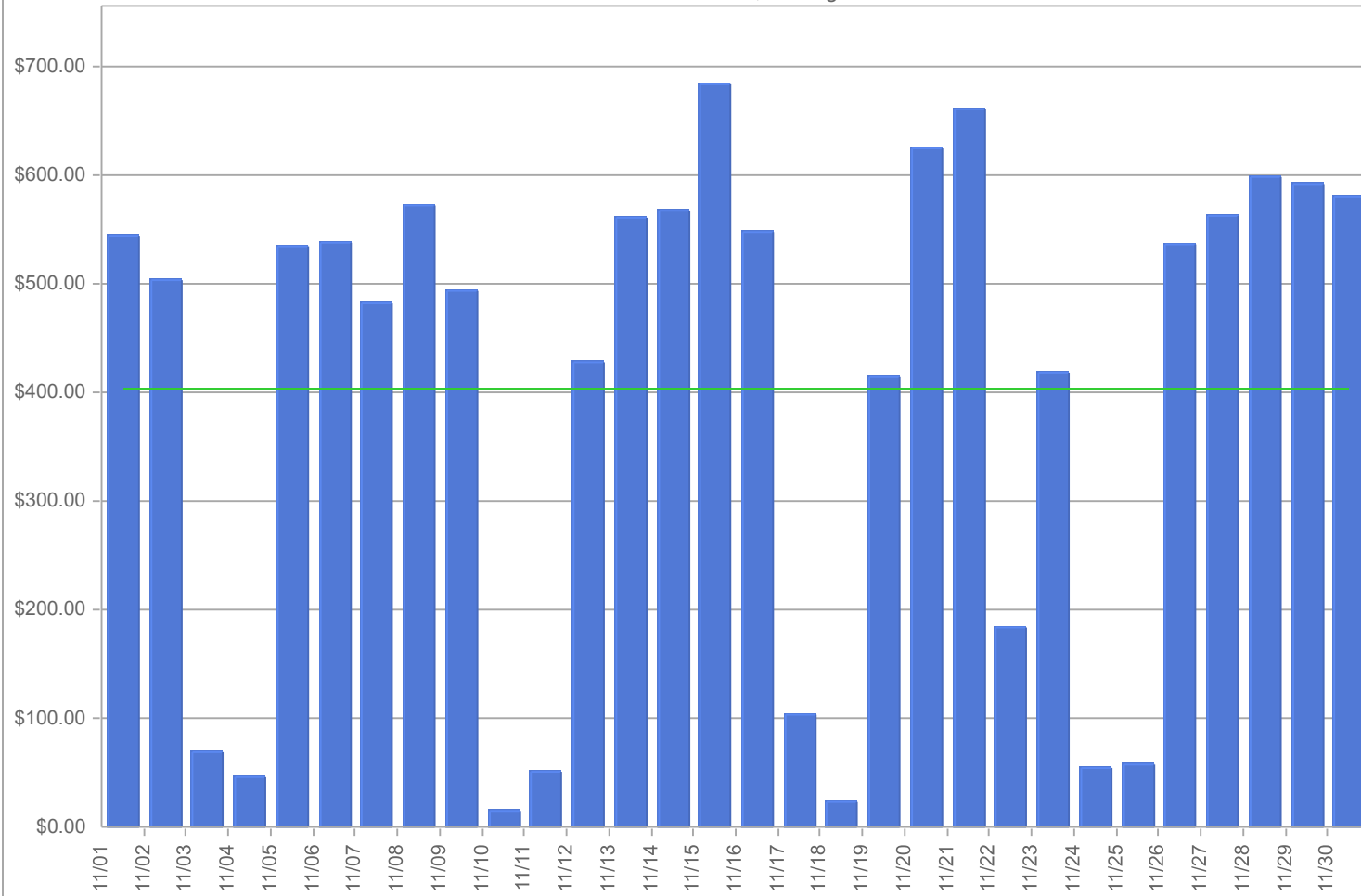
Printed 12/13/2018

Roberts Commons - Tickets Cashiered by Day
11/1/2018 to 11/30/2018, Average is 297



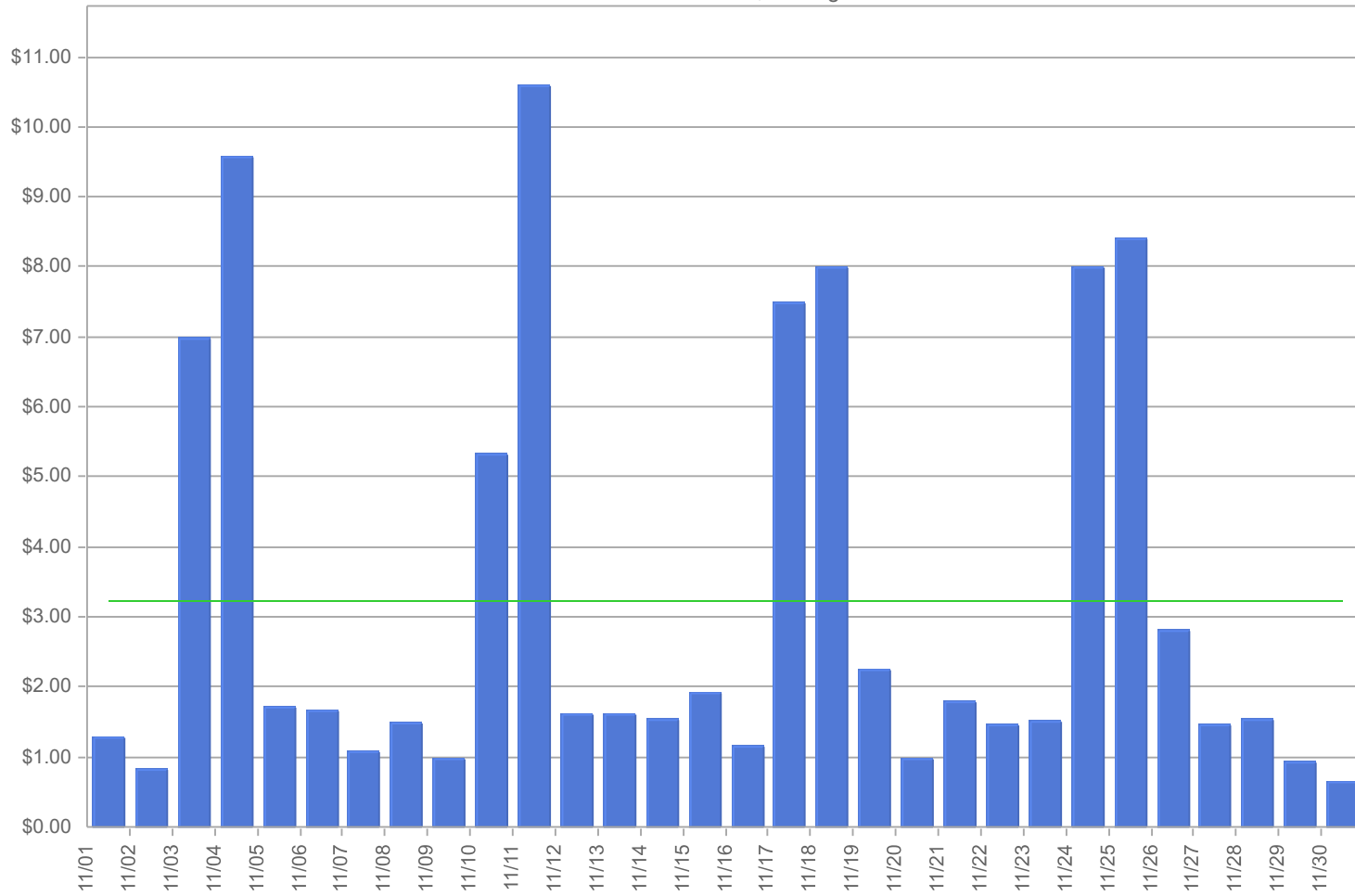
Printed 12/13/2018

Roberts Commons - Total Ticket Values by Day
11/1/2018 to 11/30/2018, Average is \$403.30



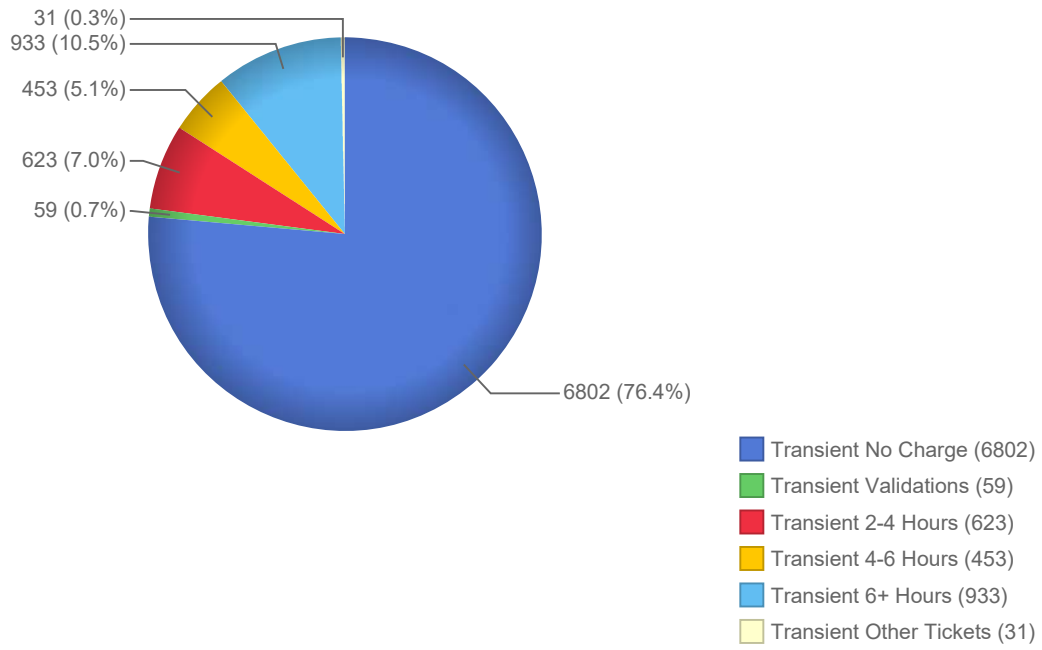
Printed 12/13/2018

Roberts Commons - Average Ticket Value by Day
11/1/2018 to 11/30/2018, Average is \$3.23

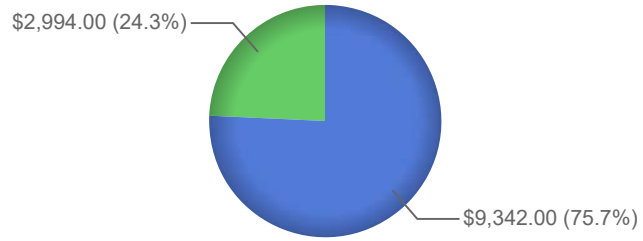


Printed 12/13/2018

Roberts Commons - Ticket Count Breakdown
11/1/2018 to 11/30/2018, 8901 Tickets Cashiered

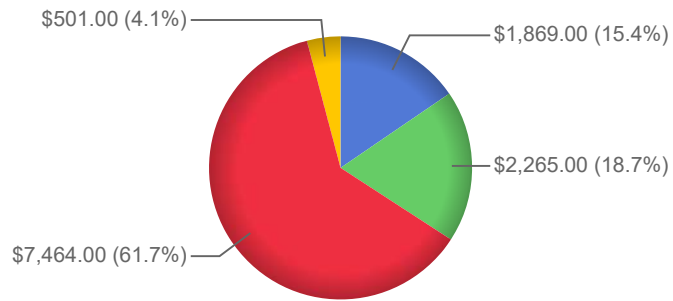


Roberts Commons - Receipts Breakdown
11/1/2018 to 11/30/2018



■ Credit Card Receipts \$9,342.00
■ Cash/Checks Deposited \$2,994.00

Roberts Commons - Ticket Value Breakdown
11/1/2018 to 11/30/2018, Total Ticket Value is \$12,099.00



- Transient 2-4 Hours \$1,869.00
- Transient 4-6 Hours \$2,265.00
- Transient 6+ Hours \$7,464.00
- Transient Other Tickets \$501.00

Mark Williams

From: Mark Johnson <Mark@kilbournegroup.com>
Sent: Monday, December 3, 2018 11:00 AM
To: Mark Williams; Paul Schnettler
Subject: New time zone parking around 225 4th Ave N

CAUTION: This email originated from an outside source. Do not click links or open attachments unless you know they are safe.

Mark, Paul—

Back in August, we started fielding complaints from our tenants at 225 4th Ave N (former MEPS building) about contractors from the project south of there parking all day long without moving. At the time, I asked Andy Renfrew if a 4 hour zone could be considered since there are no parking restrictions presently. He indicated at the time he would speak with Jason Baker in the Engineering Department.

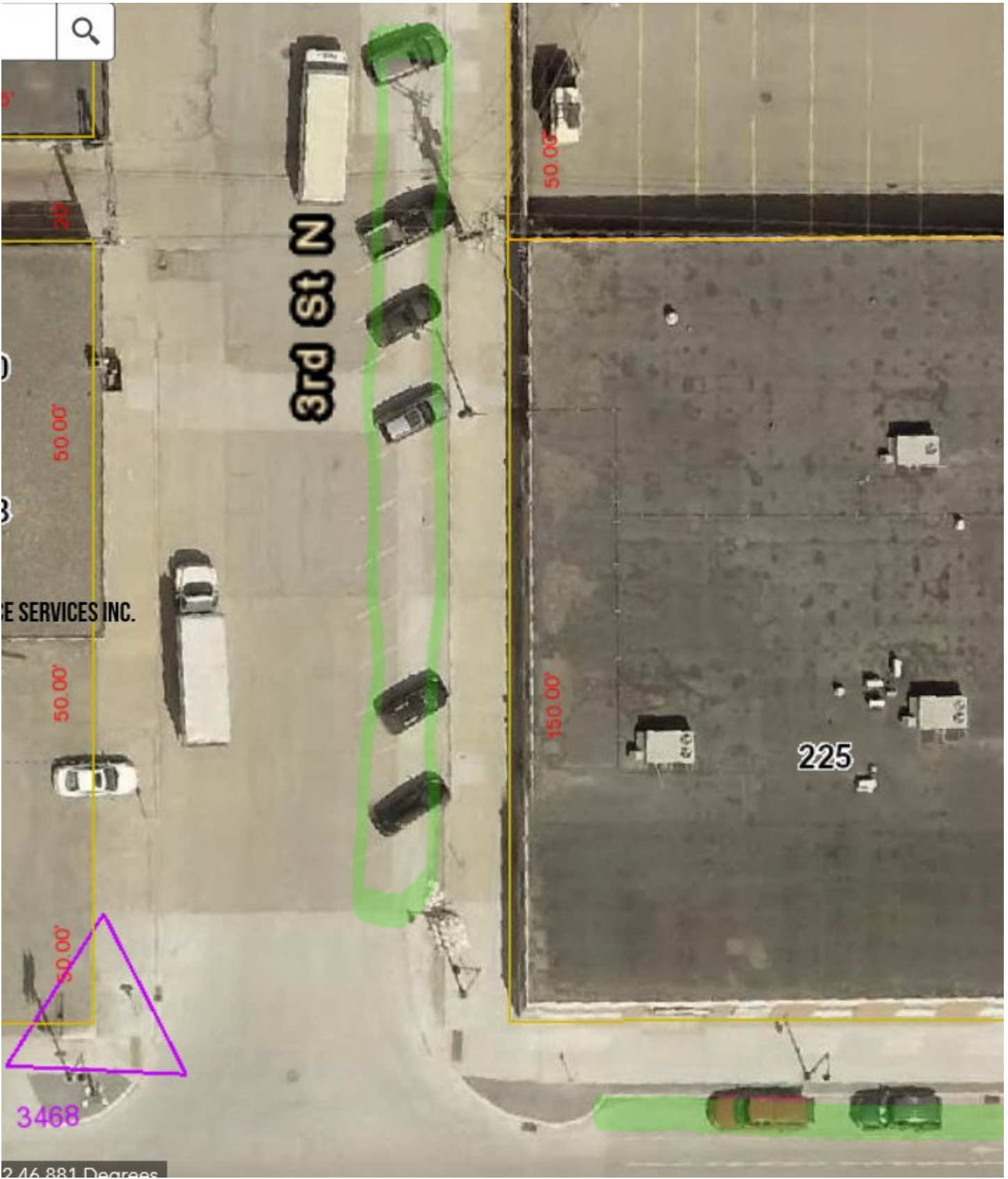
Nothing has happened and it was brought up to Engineering again last week with no response.

The request would be to have a 4 hour zone on one or both sides of 3rd St N, and on the 3-4 parallel spaces on the south side of the building. Additionally, the east most 1-2 spaces of those 4, we would like to be a 10-15 minute zone. We have a tenant there that collects apartment rent and is open 8-5 as an apartment office. See green highlighted areas on the image below.

What is the correct process to have this request reviewed?

Also, Mark – I understand the City of Fargo controls the former school district building. Possibly the contractor can use the fenced in area north of MEPS? Just an idea.

Thank you,
Mark



Mark Johnson
Facility Manager



210 Broadway | Suite 300 | Fargo, ND 58102

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