



## **Sustainable Transportation and Parking Services**

2017/2018 Budget

Prepared for the Board of Governors

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### **Background:**

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Sustainable Transportation and Parking Services has responsibility for developing, maintaining and operating all parking lots on campus (5,400 parking spaces) since the implementation of paid parking in 1973. Parking Services is an ancillary department and as such is responsible for the payment of all its own expenses. In addition, Parking Services contributes to the University's Budget to assist in meeting capital and operating budget targets.

Sustainable Transportation and Parking Services has grown to encompass a greater scope of services at the university. These services include: the design, building and maintenance of our transportation infrastructure. Our department's new name more accurately reflects the current services provided by the unit and goes beyond the historical scope to include the design, construction and maintenance of 22km of roadways, 56km of sidewalks and transportation demand management initiatives (including public transit facilities, cycling facilities, outdoor lighting and signage), and safety initiatives previously the responsibility of Campus Community Police.

Managing a multi-million dollar deferred maintenance issue, including storm water management systems which have become a department priority, will be a top priority moving forward. To address this, it is expected that adjustments will need to be made to existing permit prices.

### **Forecast 2016/2017**

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#### **Revenues (Refer to Table A):**

Overall 2016/2017 revenues are forecast to exceed budget projections by \$150,000. This increase is due to greater than anticipated permit and visitor sales. Violation revenue was also higher as a result of an additional Parking Enforcement Officer being employed.

#### **Expenses (Refer to Table A):**

Overall, expenses are expected to be in line with budget assumptions. \$689,000 is expected to be paid in 2016/2017 towards our internal loan balance.

For the Arboretum Access, Alumni Walk and Reynolds Walk project, the Stadium Walk section of the project has been deferred due to structural problems below grade. Repairs to the walkway were completed. Funds from this project were reallocated to: Emergency repairs at the Arboretum access entrance and laneway. The Reynolds Walk portion of the project was completed. The way finding signs project, design and public consultation has taken longer than expected. This project will be moving ahead during spring and summer 2017.

#### **Closing Accumulated Fund Balance – 2016/2017 (Refer to Table A):**

This balance reports the accumulation of all net parking revenues. It provides a reserve for unexpected capital requirements or financing. At the beginning of 2016/2017 the balance in this account was \$458,000. The forecast to the end of fiscal 2016/2017 is \$910,000. This increase is due to a decrease in capital project expenditures – a result of favorable market conditions.

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**Budget Assumptions 2017/2018**

**Revenues:**

It is proposed that commuting permit prices will increase to \$68 monthly (8.3%) for the 2017/2018 budget year. The proposed rate for commuting permits has been adjusted to match the cost of Guelph Transit's monthly passes. The table below reports the proposed rates. The majority of commuting and residence students are on campus for only two of the three semesters, therefore the annual increase would be limited to two thirds of the annual increase reported in the table below.

<b>Permits:</b>	<b>Current 2016/2017</b>	<b>Proposed 2017/2018</b>	<b>Annual Change</b>	<b>Current Monthly Cost</b>	<b>Proposed Monthly Cost</b>
Commuting	\$753.39	\$816.00	\$62.61	\$62.78	\$68.00
Premium	\$1462.34	\$1462.34	\$0.00	\$121.86	\$121.86
Residence (Sept – Apr)	\$333.20	\$360.88	\$27.68	\$41.65	\$45.11
Auxiliary (P13/18)	\$564.77	\$611.69	\$46.92	\$47.06	\$50.97
Service Vehicle	\$619.71	\$619.71	\$0.00	\$51.64	\$51.64
Commercial Service Vehicle	\$1113.55	\$1113.55	\$0.00	\$92.80	\$92.80

*\*Permit rates include applicable taxes. No changes to violation rates are anticipated.*

*\*Reduced rate Guelph Transit pass - \$68.00/month.*

Parking meter rates will increase by \$0.25 to \$2.75/hr.

**Expenses:**

An additional enforcement staff member is included at a cost of \$50,000. We are taking on an ambitious capital project season to take advantage of favorable market conditions. These expenditures are expected to total \$5.7M for 2017/2018, combined with \$4.5M in 2016/2017 for a total of \$10.2M investment over the two fiscal years (See Table B on page #5).

**Future Budget Considerations:**

The combined effects of our increased areas of responsibility including:

- roadways
- transportation demand management initiatives
- sidewalks and public transit
- our aging transportation network
- ongoing parking space loss due to new building construction and renovations and additions to existing buildings
- increases to the on campus population
- our considerable annual contributions to the overall university budget

The increasing numbers of off campus people arriving for special events are all placing an additional toll on our existing parking and transportation related infrastructure. Our efforts aimed at reducing motor vehicle trips to campus, through our Transportation Demand Management Program, have been very successful these past several years with more students and employees using public transportation.

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To meet the growing needs of our community and to address an ever increasing deferred maintenance problem, future budgets must include significant funding to design, build, maintain and develop our parking, maintenance and transportation related programs. Of primary importance is the continued development of our public transit facilities which handle in excess of 2.3 million people annually. Continued investment through transportation demand management will negate, or at least delay, the construction of very expensive multi-level parking structures that were identified in the Campus Master Plan (2012).

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**Table A: 2017/2018 Operating Budget (in thousands of dollars)**

	2015/2016 Actual	2016/2017 Forecast	2016/2017 Budget	2016/2017 Variance	2017/2018 Budget
Revenue	3,747	4,050	3,900	150	4,150
Personnel	401	450	526	76	526
Travel	12	13	7	-6	13
Operating	405	631	700	69	700
Projects & Renovations Net of Financing*	1,449	666	1,000	334	669
Transfers					
Operating Transfers	810	661	661	0	665
Capital Transfers	442	450	450	0	450
Internal Financing - South Ring Rd./Dundas Lane	-	607	607	0	0
Internal Financing - P13, P19 & South Ring	-	82	0	-82	874
MYP2 Transfers	37	37	37	0	37
Total Transfers	1,289	1,837	1,755	-82	2,026
Total Expenses	3,556	3,597	3,988	391	3,934
<b>Revenue Less Expenses</b>	<b>191</b>	<b>453</b>	<b>-88</b>	541	<b>216</b>
Unappropriated Fund Balance - Opening	267	458	458	0	910
Unappropriated Fund Balance - Closing	458	910	370	541	1,126

\* For additional details, please see table B.

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**Table B: Capital Project Plan (in thousands of dollars)**

	2016/2017 Forecast	2017/2018 Budget	2018/2019 Projected	2019/2020 Projected	2020/2021 Projected	2021/2022 Projected
<b><u>Parking Lot Reconstruction</u></b>						
Bicycle Facilities			50			
Power House Lane/P49	121	909				
Parking Lot P19 (North Residence)	1,347					
Parking Lot P13 & South Ring Rd.	2,544					
Wayfinding Signs	36	964				
Arboretum Access & Study/Design Work, Alumni Walk, & Reynolds Walk (South Portion)	213	387				
East Ring Road - Reconstruction		2,500				
P23 & P24 - MacDonald Lane		1,200				
Campus Walkway Benches	11	109				
South Ring Rd./Dundas Lane	615					
<b><u>Road Maintenance</u></b>						
Annual Maintenance	229	300	300	300	300	300
<b><u>Equipment</u></b>						
Parking/Computer Equipment	50					
<b>Total Capital Projects</b>	<b>5,166</b>	<b>6,369</b>	<b>350</b>	<b>300</b>	<b>300</b>	<b>300</b>
<b>To be Financed</b>	<b>4,500</b>	<b>5,700</b>				
<b>Net Capital</b>	<b>666</b>	<b>669</b>	<b>350</b>	<b>300</b>	<b>300</b>	<b>300</b>

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**Table C: Net Transfers - 2016/2017 to 2021/2022 (in thousands of dollars)**

	2016/2017 <u>Forecast</u>	2017/2018 <u>Budget</u>	2018/2019 <u>Projected</u>	2019/2020 <u>Projected</u>	2020/2021 <u>Projected</u>	2021/2022 <u>Projected</u>
<b>Net Transfers</b>						
Contribution to General Operating Budget	400	400	400	400	400	400
Institutional Charge for Central Services	261	265	269	273	277	281
Contribution to University Capital	450	450	450	450	450	450
Internal Financing - South Ring Rd./Dundas Lane	607	-	-	-	-	-
Internal Financing - P13, P19 & South Ring	82	494	494	494	494	494
Internal Financing - East Ring, Powerhouse Lane, P23/24		380	652	652	652	652
MYP2 Target	37	37	37	37	37	37
	1,837	2,026	2,302	2,306	2,310	2,314