DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES

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Program ID/Title: AGS-252 / Automotive Management - Parking Control

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I. Goal

Assess and collect fees to construct, operate, improve, and maintain parking facilities for state employees and the public on State Lands under the jurisdiction of the Comptroller.

II. Objectives and Policies

A. #1 - Provide safe and convenient parking for employees and the public to access state government buildings.

B. #2 - Control, operate and maintain state parking facilities with revenues from parking fees. Continue to generate revolving fund revenue necessary to construct, operate, improve, and maintain parking facilities.

C. #3 - Maintain a 100% utilization of employee parking stalls and a 50% utilization of public metered stalls.

III. Action Plan with Timetable

A. Objective/Policy #1 - Provide safe and convenient parking for employees and the public to access state government buildings.

1. Required Actions

a. Evaluate the parking needs for each state building based on building code and program operational requirements.

b. Construct or provide safe and convenient parking facilities to meet the parking demand for each state building under the control of the Comptroller.

2. Implementation Timetable

   a. Past Year Accomplishment – Elevator Modernization project initiated in South and Makai Garages.

   b. One Year – Start and complete PV installation in Makai and South Street Garages.

   c. Two Years – Initiate PV installation in the Vineyard Garage.

   d. Five Years – Continue to update parking facility inventory and install new safety, security and convenience improvements to parking facilities.

B. Objective/Policy #2 - Control, operate and maintain state parking facilities with revenues from parking fees. Continue to generate revolving fund revenue necessary to construct, operate, improve, and maintain the parking facilities.

1. Required Actions

   a. Establish and enforce rules and regulations for managing and controlling the use of state parking facilities.

   b. Identify all construction, operating and maintenance costs of state parking facilities.

   c. Develop and assess a parking fee schedule for various types of parking stalls which shall be used to generate revenues necessary to sustain the state parking program.

2. Implementation Timetable

   a. Past Year Accomplishments –Preventive Maintenance program for the gate operator and readers extended the life of the systems.

   b. One Year – Continue to monitor and evaluate the demand and utilization of existing parking spaces.

c. Two Years – Review budget for the state parking program and initiate changes to parking fees if necessary to balance revenues with expenditures.

d. Five Years – Monitor the parking revolving fund balance and implement measures to maintain a positive fund balance.

C. Objective/Policy #3 - Maintain a 100% utilization of employee parking stalls and a 50% utilization of public metered stalls.

1. Required Actions

a. Monitor the utilization of state parking facilities and implement measures necessary to provide safe, convenient and economical parking to meet parking demand.

b. Establish equitable procedures for assignment of parking stalls for employees.

c. Evaluate the utilization pattern and demand for public parking and adjust the ratio of public stalls to employee stalls to maximize revenues and utilization.

2. Implementation Timetable

a. Past Year Accomplishment – Pay Stations installed at Kapolei and Kinau Hale Parking Lots.

b. One Year – Evaluate Strategic shift from meters to pay stations in select secured parking facilities.

c. Two Years – Continue to monitor parking utilization rates for all parking facilities. Plan for Kamamalu Building re-occupancy.

d. Five Years – Re-evaluate procedures and parking facilities if utilization percentages are not achieved.

IV. Performance Measures

A. Customer Satisfaction measure – Provide employees and public with a form to encourage customer comments. Any areas of concern identified through these comments will be addressed immediately.

B. Program Standard measure – Enforce rules and regulations for managing and controlling the use of state parking facilities and update policies and procedures as necessary.

C. Cost Effectiveness measure – Monitor the parking revolving fund balance and implement measures as required to maintain a positive fund balance.