



Toronto Parking  
Authority

Office des parcs de  
stationnement de  
Toronto

*The Toronto Parking Authority exists to provide safe, attractive, self-sustaining, conveniently located and competitively priced off-street and on-street public parking as an integral component of Toronto's transportation system.*

## NOTICE OF MEETING AND AGENDA

A meeting of the Toronto Parking Authority will be held at City of Toronto City Hall, located at **100 Queen Street West, Meeting Room B, 2<sup>nd</sup> Floor, at 4:00 PM on Tuesday, December 7, 2004.**

### AGENDA

- A. Declarations of Conflict of Interest.
- B. Confirmation of the minutes of the November 2, 2004 meeting.

*Italicised items: Approval of these items will result in expenditure/receipt of funds*

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#### **1.0 FINANCE & ADMINISTRATION**

- 1.1 List of Cheques issued, for information only, and shown as Annex A. to this December 7, 2004 Agenda (vouchers 22153 – 22691).
- 1.2 Staff memorandum dated December 2, 2004, for information only, regarding the off-street revenue results for October, 2004 and year to date.
- 1.3 Staff memorandum dated November 30, 2004, for information only, regarding the on-street revenue results to October 2004.
- 1.4 ***Staff memorandum dated November 30, 2004 recommending that the Toronto Parking Authority contribute \$15,000.00 in support of Bike Week 2005.***

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**2.0            DESIGN & CONSTRUCTION**

**2.1            *Staff memorandum dated November 3, 2004 recommending that***

- (a)            *the additional fence and sidewalk work at Municipal Carpark 87 be included in the current contract with Gazzola Paving Limited for the 2004 Repairs to Surface Carpark Nos. 51, 82, 85, 109, 116, 170, 519 and 700; and,***
- (b)            *the contract amount be increased by a sum total amount of \$85,160.00 plus GST.***

**2.2            *Staff memorandum dated November 5, 2004 recommending that:***

- (a)            *the City of Toronto's repair work of Carpark No. 36, Stage II, Sub-Level 1, Stair No. 11 (Trout) be added to the current contract with Across Canada Construction for the stair repairs at Carpark Nos. 36 and 43;***
- (b)            *the contract amount be increased by a sum total amount of \$66,140.00 plus GST; and,***
- (c)            *the Toronto Parking Authority recover from the City of Toronto the amount of \$66,140.00 plus GST for the repairs to Stair No. 11 (Trout) at Municipal Carpark 36, Stage II Sub-Level 1.***

**5.0            IN-CAMERA**

**5.1            *Staff memorandum dated November 8, 2004 regarding invoices received.***

**5.2            *Staff memorandum dated November 26, 2004 regarding invoice received.***

**5.3            Staff matter – details to be distributed at Board meeting.**

**5.4            Staff memorandum dated November 30, 2004 regarding a proposed Compensation Agreement.**

**5.5            Staff memorandum dated December 3, 2004 regarding a Purchase and Construction Agreement amendment.**

**6.0**            **OTHER BUSINESS**

6.1            Copies of the following articles recently appearing in local newspapers:

- 1)            “Cellphone Parking” (Toronto Sun, December 1, 2004);
- 2)            “Parking goes wireless” (Toronto 24 Hours, December 1, 2004);
- 3)            “Efficiency Miller’s goal as 3 top city jobs axed” (Toronto Sun, December 1, 2004);
- 4)            “Miller-led board looks at film industry rescue” (Toronto Star, Dec 1, 2004);
- 5)            “New Miller is a letdown to himself” (Toronto Star, December 1, 2004);
- 6)            “Mayor wants to boost city’s film industry” (Toronto Community News, December 1, 2004);
- 7)            “Technology takes headaches out of parking” (Globe & Mail, November 30, 2004);
- 8)            “City considering parking machines on streets” (Town Crier, November 30, 2004);
- 9)            “Plan chops from top” (Toronto Sun, November 25, 2004);
- 10)           “Miller takes broom to top jobs” (Toronto Star, Nov 25, 2004);
- 11)           “City hall purge won’t be cheap” (Toronto Star, November 25, 2004);
- 12)           “Lights, cameras and now action” (Toronto Star, November 23, 2004);
- 13)           “Positively red over green” (Toronto Star, November 22, 2004);
- 14)           “Councillor Rae with Mayor on European tour” (Toronto Community News, November 19, 2004);
- 15)           “It’s just the ticket to get Mayor Miller moving” (Toronto Star, November 16, 2004);
- 16)           “No parking? No problem for this lawyer” (The Globe & Mail, November 15, 2004);
- 17)           “Expropriated to add parking, pub is still standing on Bayview Avenue” (Town Crier, November 8, 2004);
- 18)           “Stop ticketing Meals on Wheels volunteers” (Toronto Star, November 6, 2004); and
- 19)           “Exempt charity from parking laws” (Toronto Community News, November 5, 2004).

6.2            Staff memorandum dated November 30, 2004 recommending that three individuals be added to the 2005 Toronto Parking Authority pass card list.

- 6.3 Staff memorandum dated December 1, 2004, for information only, regarding the City of Toronto's, Toronto Film and Television Office.
- 6.4 Staff memorandum dated November 30, 2004, for information only, regarding a recent press release "Toronto Parking Authority Launches Corporate Convenience Card" dated November 30, 2004.
- 6.5 Communication dated December 1, 2004 and Mayor's report to City Council dated November 24, 2004, for information only, regarding the City's New Organizational Structure.
- 6.6 Copy of letter dated November 25, 2004, for information only, from the Chief Administrator's Office regarding an update on initiatives underway as part of the City of Toronto's ongoing activities to work with City agencies, boards, commissions and corporations.
- 6.7 Communications dated November 24, 2004 and November 23, 2004, for information only, regarding 921 Logan Avenue.



# BOARD MEMORANDUM

TO: Maurice J. Anderson FILE NO: 5000-149  
FROM: Amir Nathoo DATE: November 3, 2004  
SUBJECT: **2004 Repairs to Surface Carpark Nos. 51, 82, 85, 109, 116, 170, 519, 700  
To add Carpark No. 87 work**

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MEETING DATE: December 7, 2004

RECOMMENDATION:

**To add the fence and sidewalk work of Carpark No. 87 to Gazzola Paving Limited's current Contract of 2004 Repairs to Surface Carpark Nos. 51, 82, 85, 109, 116, 170, 519 and 700, and to increase the contract amount by \$80,160.00, plus \$5,000 as contingency allowance being the sum total amount of \$85,160 plus G.S.T.**

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BACKGROUND:

1. The Board approved 2004 Repairs to Surface Carpark Nos. 51, 82, 85, 109, 116, 170, 519 and 700 project on June 9, 2004 under Board Minute 04-087.
2. Carpark No. 87 starts at 14 Arundel Avenue on east side to Chester Avenue on the west side with a public laneway approximately in the middle running north south. There is also a concrete sidewalk or a walkway on the north side of the Carpark connecting Arundel Avenue public laneway and Chester Avenue. The walkway consisted of chainlink fence on both sides with a single bumper fence on the south side after the chain link fence to prevent vehicles damaging the fence. The chain link fence was in a state of disrepair and we were requested to fix the area.
3. It was proposed to remove the walkway from TPA property and to provide a new concrete stub wall with a board fence on the top along the north property limit. This would have removed the current one row of 60°-angle parking to facilitate new 90° parking layout. We understand from the TPA Real Estate Department that this was being done in consultation with the local Councilor.
4. During construction, the neighbourhood people complained against the elimination of the walkway. It was agreed to restore the walkway back with certain improvements. The improvements would include a walkway without obstructions to facilitate the movement of maintenance equipment and restore good lighting, including the board fence.

5. Due to the urgency of the work required and pending bad weather, Gazzola Paving Limited (GPL) was requested to quote the additional work required as a change to their current contract.
6. GPL's unit prices and the quoted amount appear to be reasonable. Please also note the excavation for the concrete wall was already done; ready for formwork when GPL's work was stopped. GPL has not asked for compensation for the stoppage delay.
7. We are requesting that Gazzola Paving Limited's current contract amount for the 2004 Repairs to Surface Carpark Nos. 51, 82, 85, 109, 116, 170, 519 and 700 be increased by \$80,160.00 to include the work for Carpark No. 87.

**FINANCIAL BACKGROUND:**

1	Funds available under maintenance budget		\$121,000
2	Construction		
	1. GPL's current Contract	\$112,000	
	2. Carpark No. 87 Addition	\$80,160	
	Contingency Allowance	\$5,000	
		\$197,160	(\$197,160)
3.	Additional funds required		\$76,160

Our overall 2004 maintenance program is under our annual maintenance budget by \$489,000.

Amir Nathoo



# BOARD MEMORANDUM

## (For Information Only)

TO: Board of Directors FILE NO: 3300-120, 3500-10  
FROM: Maurice J. Anderson DATE: December 1, 2004  
SUBJECT: CITY OF TORONTO'S, TORONTO FILM AND TELEVISION OFFICE

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**MEETING DATE: Tuesday, December 7, 2004**

I received a copy of a report embodied in the Policy and Finance Committee Agenda at its recent meeting on November 23, 2004. On page 65, Item 2, a decision was made to retain all parking meter fees collected from film, television and commercial production companies and allocate these monies to marketing, promotion and designated staff overheads.

From reading the newspapers, the film industry in Toronto is less active today than it was a year ago. I am sure that the City of Toronto is trying to take steps necessary to attract more film companies to the city. I thought you should be aware of this because over the past four years, the City has collected approximately \$350,000 each year for lost parking during filming. Because of a decision made by Council four years ago, the Filming Office has retained \$250,000 to pay the Toronto and Film Television office staff in expenses. We received a cheque annually for approximately \$125,000.00. The loss of this revenue will impact our on-street revenue.

MJA:tt

File: dfiles\2004\Dec\Board\rec\filming-onstreet revenues



# BOARD MEMORANDUM

TO: Maurice J. Anderson FILE NO: 4085-26  
FROM: Ian Maher DATE: December 2, 2004  
SUBJECT: OFF-STREET REVENUE RESULTS - OCTOBER 2004

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**MEETING DATE: December 7, 2004**

**RECOMMENDATION:**

**It is recommended that this report be received for information.**

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**GENERAL**

The results for the month of October and year-to-date are indicated below:

		<b>October (\$000)</b>	<b>Year-to-Date (\$000)</b>
Revenue	2001	4161	44827
	2002	4797	45229
	2003	4939	44819
	2004	4660	46544
Budget		5007	48007
Parks facilities		36	435
Adjusted Budget		4971	47572
Variance		(311)	(1028)
Variance to 2003		(279)	1725

The results for October were below expectations and, in fact, the revenue was about \$280,000 below 2003 results (6%). For the year-to-date, revenues are about \$1,725,000 higher than 2003, but about \$1,028,000 below the budget projection.



### Area Analysis

The following facilities had budget shortfalls in excess of \$10,000 in October.

<b>Yonge / St. Clair</b>	<b>2003</b>	<b>2004</b>	<b>Budget</b>	<b>vs 2003</b>	<b>vs Budget</b>
Rosehill Garage	\$170,584	\$121,700	\$164,350	(\$48,884)	(\$42,650)
Alvin Avenue	\$132,331	\$95,127	\$136,756	(\$37,203)	(\$41,629)
Delisle Garage	\$99,063	\$97,229	\$86,500	(\$21,834)	(\$9,271)
<b>Bloor / Yonge</b>	<b>2003</b>	<b>2004</b>	<b>Budget</b>	<b>vs 2003</b>	<b>vs Budget</b>
Charles / Hayden	\$134,490	\$134,056	\$160,949	(\$439)	(\$26,893)
Yorkville Garage	\$317,012	\$290,183	\$333,025	(\$26,829)	(\$42,842)
University Garage	\$162,349	\$130,031	\$164,427	(\$32,318)	(\$34,396)
Bay / Lakeshore	\$198,288	\$127,013	\$186,551	(\$71,275)	(\$59,538)

The under-performing carparks identified above are essentially the same ones identified in previous months. With the exception of Carpark No. 32 at Bay and Lakeshore, the under-performance would seem to be based on economic conditions in the vicinity of the carparks. The results at Bay and Lakeshore reflect the impact of the work stoppage in the NHL. This work stoppage also had an impact on the St. Lawrence garage but of a much lower magnitude.

I was advised by the TTC that their turnstile counts at their Yonge / St. Clair station indicate a substantial decline in usage in recent months of 2004 vs 2003. The decline is as high as 12% at some entrances.

### Analysis

The budget splits for the month of October may have resulted in a revenue estimate somewhat higher than was realistic. Specifically, two factors may have distorted the projections.

1. The table below indicates the distribution of days for 2003 and 2004.

	<b>October</b>		<b>November</b>		<b>December</b>	
	<b>2003</b>	<b>2004</b>	<b>2003</b>	<b>2004</b>	<b>2003</b>	<b>2004</b>
Mondays	3	3	4	5	5	3
Tuesdays	4	4	4	5	5	3
Wednesdays	5	4	4	4	5	5
Thursdays	5	4	4	4	3	5
Fridays	5	5	4	4	3	5
Weekdays	22	20	20	22	21	21
Saturdays	4	5	5	4	4	4
Sundays	4	5	5	4	4	4
Statutory Holidays	1	1	-	-	2	2

Revenue across the system is highest on weekdays. The summary below presents a preliminary estimate of the revenues generated by day of week. There is likely a variance by weekday as well; such that Wednesdays for example are higher than Mondays, but this has not yet been confirmed. As a rough estimation, the figures below may be utilized to estimate revenue.

Weekdays	\$200,000
Saturdays	\$90,000
Sundays	\$45,000
Stat Holidays	\$30,000

As may be seen, October 2003 contained 22 weekdays, while there were only 20 in 2004. The situation will reverse in November. The original calculation mistakenly included 21 weekdays in both October and November. December will have 21 the same as in 2003. On a straight comparison basis to 2003, October 2004 would have a revenue deduction of \$400,000 from two lost weekdays and a revenue increase of \$135,000 for the extra weekend. This would result in a total of \$265,000, which is similar to the actual revenues achieved. The budget was higher than this to include an expected change to the average daily revenue following the SARS affected 2003 results. This has apparently not happened.

Revenue from November 2003 was \$4,681,000. Based on the distribution of days in 2004, the November revenue should be about \$4.95million. December revenue should be about \$4.75 million. Budget for these two months totals \$9.7 million. Overall results therefore should be about \$1.0 million under budget at year end.

2. The other factor relates to the collection cycle at the unattended lots. The month of October ended on a Sunday. As a result of this, there were no coin revenues booked for the last three days of the month. This should give a boost to the November results of about \$60,000 from October revenue.

## **CONCLUSION**

Revenue for 2004 is above 2003 but below budget levels. No further variance from the budget estimate is expected in the remaining two months of the year.

Ian Maher



# BOARD MEMORANDUM

## (For Information Only)

TO: Board of Directors FILE NO: 4023-00  
FROM: Maurice J. Anderson DATE: November 30, 2004  
SUBJECT: NEWS – TORONTO PARKING AUTHORITY LAUNCHES CORPORATE  
CONVENIENCE CARD

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**MEETING DATE: Tuesday, December 7, 2004**

As you may have heard on the news, Mint Inc. issued a press release dated November 30, 2004 regarding our new Corporate Convenience Card (Fast Track Card). Attached is a copy of that release. On the same day, Mint Inc. released a second press release dealing with cell phone parking now being available in the City of Toronto at 29 Impark parking lots throughout the downtown core. Both of these releases were sent out on Tuesday morning. On Monday, CTV News did a story on the 6:00 p.m. news that was incorrect and uninformed. I think they were trying to "jump the gun" and in that report apparently stated that the Toronto Parking Authority would be launching cell phone parking. I do not believe that this did any harm to our initiative.

We have explored cell phone parking and it will only work on surface carparks. In most underground parking garages cell phones in most instances do not work. Even if used on surface carparks, enforcement becomes a problem. There are also significant issues with regard to revenue control that would strongly not make me recommend that we pursue the cell phone parking initiative anytime in the future. If the private operators wish to do so, that is their choice.

It has taken a while to get our Fast Track initiative off the ground, but I feel that over the next few months the usage will grow. If you recall, Mint Inc. was hired to market this product and we will be pushing them to do so. Once the press release went out, I sent you a copy via e-mail so that you would know what it said.

MJA:tt  
Attach.

File: d:\files\2004\Nov\Board\recc\Fast Track Card



# BOARD MEMORANDUM

TO: Maurice J. Anderson FILE NO: 5000-147  
FROM: Amir Nathoo DATE: November 5, 2004  
SUBJECT: **Repairs to Stairs for Carpark Nos. 36 and 43  
To Add Stair No. 11 – (Trout at City Hall) to the Project**

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MEETING DATE: December 7, 2004

RECOMMENDATION:

1. To add the City of Toronto's repair work of Carpark No. 36, Stage II, Sub-Level 1, Stair No.11 – Trout to the project of repairs to stairs for Carpark Nos. 36 and 43. The work by Across Canada Construction, and to increase the Contract amount by \$60,140 plus \$6,000 as Contingency being the sum total amount of \$66,140 plus G.S.T.
  2. To recover from the City of Toronto the amount of \$66,140 plus G.S.T. for the repairs to stair No. 11 —Trout at Carpark No. 36, Stage II Sub-Level 1.
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BACKGROUND:

1. Carpark No. 36 or City Hall garage is located at 100 Queen Street West, Nathan Phillips Square, Toronto. The area is bounded by Queen Street on the south side, Bay Street on the east, Law Courts on the West, and the New City Hall on the north side. The east/west expansion joints divide the carpark into the south part as Stage I and north part as Stage II.
2. Stage II garage has four sub-levels, sub-level 1 belongs to the City of Toronto, and is used as City employee parking, and the other three levels are used as municipal parking and belong to TPA.
3. Stair No. 11 also known as trout stair in the north/east location had developed structural problems within the City area. There were numerous complaints to the City and the TPA. The Board requested TPA to offer the City the assistance to facilitate the repairs.
4. It was agreed with the City that TPA prepare the necessary documents, obtain quote from Across Canada Construction, and review the work during construction. The City would pay all appropriate costs associated with the City's work. It was also agreed that the City work be included in TPA project at City Hall.
5. Most of the structural repairs have been completed, and the glazed brickwork will be provided once they are received from the U.S.A. In the meantime, the stair has now been opened for use by the public and City employees.

6. Repairs to stairs for Carpark Nos. 36 and 43, Repair Program 2004 was approved by the Board on May 11, 2004 under Board Minute No. 04-065. Across Canada Construction was awarded the Contract under this Board Minute.

**FINANCIAL BACKGROUND:**

1	Funds approved by the Board for Repairs to Stairs for Carpark Nos. 36 and 43		\$142,200.00
2	Additional funds required for the Stair No. 11 work		
	Construction	\$60,140.00	
	Contingency	<u>\$6,000.00</u>	
		\$66,140.00	\$66,140.00
3	Funds from the City		
	Interim payment received	\$45,000.00	
	To invoice at completion after final amount verification	<u>\$21,140.00</u>	
		\$66,140.00	<u>(\$66,140.00)</u>
4	Additional funds or surplus		0.00

Amir Nathoo



# BOARD MEMORANDUM

TO: Board of Directors FILE NO: 2130-00  
FROM: Maurice J. Anderson DATE: November 30, 2004  
SUBJECT: PARTNERSHIP IN 2005 – BIKE WEEK

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**MEETING DATE: Tuesday, December 7, 2004**

**RECOMMENDATION:**

**It is recommended that the Toronto Parking Authority contribute \$15,000.00 in support of Bike Week for calendar year 2005.**

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**BACKGROUND:**

In January 2004, the Toronto Parking Authority Board approved a sponsorship in the amount of \$10,000.00 in support of Bike Week. The attached letter from Mr. Rod McPhail is requesting support for Bike Week 2005. They are requesting that the amount contributed by the TPA be increased from the 2004 level of \$10,000.00 to \$15,000.00 for calendar year 2005.

As stated in the letter, our logo appeared on 30,000 printed pieces of information and was highly publicized within the Toronto cycling infrastructure. We provide on many of our off-street parking facilities lockable bicycle parking stands and sign each of these areas with our “Pedal and Park” logo. This helps us promote the use of these bicycle stands to many in the City of Toronto.

Monies have been provided in our 2005 operating budget to support this endeavor.

MJA:tt  
Attach.

File: d:\files\2004\Nov\Board\recc\BikeWeek2005



# BOARD MEMORANDUM

TO: Maurice J. Anderson FILE NO: 3500-10  
FROM: Gwyn Thomas DATE: November 30, 2004  
SUBJECT: **On-Street Revenue Results**

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**MEETING DATE: Tuesday, December 7, 2004**

**RECOMMENDATION:**

**That this report be received for information purposes.**

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**BACKGROUND:**

The following summarizes the revenue results for the on street parking program for the month of October 2004.

Recorded revenue in October 2004 was \$3,030,372.80 falling short of the October 2004 budget estimate of \$3,109,155 by \$78,782. It should be noted that included in the October revenue is a fund transfer from the City of Toronto in the amount of \$128,800. This money was collected by the City's Right Of Way control section for the period of November 2002 through September 2004 as lost revenue due to non municipal construction activity in the public road allowance that displaced municipal on street parking facilities.

In September 2004 (\$3,034,891.25) and in August 2004 (\$2,873,142.71) recorded revenue exceeded the budget estimates by \$165,221. In July 2004 recorded revenue (\$2,818,907.73) fell short of the July budget estimate by \$44,570.

Revenue in June 2004 (\$3,108,969.85), in May 2004 (\$2,886,179.19.), in April 2004 (\$2,897,909.44) and in March 2004 (\$3,113,502.87) collectively exceeded budget estimates by \$510,661. Revenue shortfalls experienced in January and February 2004 totaled \$167,696.

The revenue shortfall experienced in October places the revenue for on-street program at \$384,834 over 2004 budget estimates.