
DOWNTOWN PARKING BOARD
DRAFT MINUTES
September 6, 2023

200 E. Santa Clara Street, 7th Floor Conference Room

Item Subject

1. Call to Order & Chairperson Report

Meeting called to order at 10:07 a.m.

Present: Chair Heindel, Vice Chair Rast, and Board member Schneider

Absent: Board member Faas

2. Public Record

No Discussion

3. Open Forum

Elias Khoury (DOT) provided the board with an update on metered parking along Santa Clara Street and the transition from 30 minute to 2 hour parking.

4. Consent Calendar

Action: The meeting minutes for the June 7, 2023 meetings were approved.

Documents Filed: June 7, 2023 DPB minutes

5. General Business

A. FY 2023-24 Annual DPB Work Plan

Arian Collen (DOT) provided a brief overview of the finalized work plan.

Action: (3-0-1) Vice Chair Rast moved to approve the FY 2023-24 Work Plan. Board Member Schneider seconded the motion.

Document Filed: FY 2023-24 Annual DPB Work Plan

6. Capital / Finance

A. FY 2022-23 CIP Update

Mr. Collen gave a brief overview of the FY 2022-23 Capital Improvement Programs, including overall expenditures and budget adjustments. A brief discussion ensued.

Document Filed: FY 2022-23 CIP Budget and Project Status Overview

B. FY 2023-24 Budget & 5-Year CIP

Mr. Collen presented the finalized FY 2023-24 Budget and 5-Year CIP, including highlights on Parking Fund revenue and expenses projections. A brief discussion ensued.

Document Filed: FY 2023-24 Proposed Parking Fund Budget and 5-Year CIP

7. Parking Programs & Rate Updates

A. US DoT SMART Grant Update

Mr. Khoury provided the board with an update on the status on City's award of the US DoT SMART Grant which will allow the City to digitize the on-street curb inventory and analyze parking utilization within a downtown pilot area. A brief discussion ensued.

8. Reports/Coordination

A. Downtown Promotions and Marketing

Rick Jensen (SJDA) provided an update on the Downtown Associations marketing and event production efforts.

B. City Council/Committee Agenda Items

No Upcoming DOT Parking Items

9. Future Agenda Items

Items for the November 1, 2023 DPB meeting as outlined in the Annual Work Plan:

- FY 2022-23 Annual Financial and Activity Report
- FY 2022-23 Annual Meter Revenue Report
- FY 2023-24 CIP Update
- FY 2025-2029 5-Year CIP Discussion
- Review & Potential Revision of Existing Meter District Area Reserve
- Review of Additional Meter District Concepts
- Update on Parking Programs and Rates
- Downtown Promotions and Marketing Update
- Information on Multi-Modal Transportation & Diridon Area Projects

Meeting was adjourned at 11:10am