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**DOWNTOWN PARKING BOARD**  
**DRAFT MINUTES**  
**September 6, 2023**

200 E. Santa Clara Street, 7<sup>th</sup> 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