
**DOWNTOWN PARKING BOARD
DRAFT MINUTES
November 01, 2023**

200 E. Santa Clara Street, 8th Floor Conference Room (847)

Item Subject

1. Call to Order & Chairperson Report

Meeting called to order at 10:02 AM

Present: Chair Heindel, Vice Chair Rast, Board Member Faas, Board Member Schneider (Board Member Fass departed at approximately 10:45 AM)

Absent: None

2. Public Record

- Blair Beekman
 - Tech accountability
 - Open public policies that patrons can rely on when their vehicles are parked (ALPR)
 - Understand issues in major cities of new development in ALPR (San Jose, San Diego, Oakland); balance of ALPR use
- Ruthie
 - Need to consider one of the biggest patrons of downtown at night → Seniors
 - Limited places; appreciate City upgrade to museums

3. Open Forum

No Discussion

4. Consent Calendar

Action: The meeting minutes for the September 06, 2023 meeting were approved.

Documents Filed: September 06, 2023 DPB Minutes

5. Capital / Finance

A. FY 2022-23 Annual Financial Report

Arian Collen (DOT) presented the FY 2022-23 Annual Financial Report which included details on operational revenue, expenses, and capital projects. A discussion ensued.

Action: (4-0-0) Chair Hendel moved to approve the FY 2022-23 Annual Financial and Activity Report. Board Member Faas seconded the motion.

Document Filed: FY 2022-23 Annual Financial and Activity Report

B. On-Street Smart Meter Revenue Report

Elias Khoury (DOT) presented the FY 2022-23 Annual Meter Revenue Memo outlining the meter revenue by meter zone along with the status in repaying the initial capital investment. A discussion ensued.

Action: (3-0-1) Board Member Schneider moved to approve the FY 2022-23 Annual Meter Revenue Memo. Vice Chair Rast seconded the motion. Board Member Faas departed prior to action.

Document Filed: FY 2022-23 Annual Meter Revenue Memo

C. Capital Improvement Project Update

Mr. Collen gave a brief update on the status of FY 2023-24 capital projects and expenditures to date. A discussion ensued.

Document Filed: FY 2023-24 CIP Update Report

D. FY 2025-2029 Five-Year CIP

Mr. Collen gave a brief overview of the existing FY 2024-28 Five-Year CIP along with the staff's proposed approach to the upcoming FY 2025-29 Five-Year CIP budget. A discussion ensued, including the elimination of this item from future workplans.

Document Filed: FY 2025-29 CIP

6. Parking Programs & Rates Updates

A. Review and Potential Revision of Existing Meter District Area Reserve

Mr. Collen gave a brief verbal update on staff's progress in reviewing the micro-reserve concept and item 6.B below, including the pause on creating stand alone meter district or micro-reserves. As an alternative approach, Mr. Collen noted the existing Greater Downtown Area Multi-Modal Meter District Streetscape Improvement CIP item and existing funding that could be used within meter districts to make improvements. DOT will review this concept further and come back to the DPB with potential project ideas.

B. Review of Additional Meter Districts Concept

Item discussed with item 6.A

7. Reports/Coordination

A. Downtown Promotions and Marketing

No Update

B. City Council/Committee Agenda Items

No upcoming DOT parking related Council/Committee items are scheduled.

8. Future Agenda Items

Items for the March 06, 2024 DPB meeting as outlined in the Annual Work Plan:

- FY 2023-24 Mid-Year Financial and Activity Report
- Proposed FY 2024-25 Budget & 5-Year CIP
- USA DoT SMART Grant Update
- Update on Parking Programs & Rates
- Downtown Promotions and Marketing Update
- Information on Multi-Modal Transportation Projects and Diridon Area Masterplan

Meeting was adjourned at 11:32 AM