
**DOWNTOWN PARKING BOARD
MINUTES
February 4, 2015**

200 E. Santa Clara Street, 13th Floor Conference Room

Item Subject

1. **Call to Order**

10:00 a.m.

Action: (3-0-2) Vice Chair Nichols moved to approve the meeting minutes for the October 1, 2014 meeting. Board member Borkenhagen seconded the motion.

Absent: Board member Winter arrived late (10:05) and Board member Hattley was absent

Document Filed: October 1, 2014 DPB Meeting Minutes

2. **Chairperson Report**

Chair Carlson commented on the building activity downtown and its potential to increase parking demand. Jim Ortbal (DOT) noted that Board Member Feece had notified staff that he was resigning from the DPB due to his move out of the area.

Councilman Peralez (D3) was introduced along with Richard Nguyen from his staff.

3. **Capital/Finance**

Arian Collen (DOT) reviewed the FY 2014-15 Mid-Year Financial and Activity Report and highlighted the following:

- Mid-year modified budget reflects increased revenues of \$3.4 million
- Revenues were \$7.5 million which was 43% of the modified budget
- Operating Expenditures were \$3.8 million which was 46% of the modified budget
- Transfers were \$462K which was 11% of the modified budget as the Successor Agency (SARA) had adequate tax increment to support the debt service payment for the 4th/San Fernando garage
- Net Revenue was \$3.2 million, primarily due to SARA making the first debt service payment in FY 14-15
- Capital projects totaled \$269K which was 12% of the modified budget with the majority of projects slated for the second half of the year
- Net Change to Fund Balance was an increase of \$2.8 million
- Details by location for revenues, expenses, average peak occupancy, and customer surveys

Mr. Ortbal discussed the Smart Meter revenues and the funding of the SAP Center and Downtown Reserves along with the various projects that will be supported.

A discussion ensued regarding the overall parking program operations, financials and occupancy, as well as the details for each of the facilities.

Action: (5-0-1) Board member Renelle moved to approve the FY 2014-15 Mid-Year Financial and Activity Report. Vice Chair Nichols seconded the motion.

Absent: Board member Hattley was absent.

Document Filed: FY 2014-15 Mid-Year Financial and Activity Report

4 **Smart Meter Update**

Heather Hoshii (DOT) reviewed the status of the Smart meter project and noted the following:

- In ten months of operation the meters have seen approximately 2.5 million transactions
- Meters have documented a 98% uptime
- 76% of transactions paid in cash, 22.5% with credit card, remainder of payments via the mobile payment app
- Staff reviewing parking occupancy apps to assist customers to find available spaces

A discussion ensued on the Smart Meters, mobile payments, parking occupancy apps, availability of an open data platform from the meters, and options and opportunities for dynamic pricing.

5. **Reports/Coordination**

A. Debt Obligation

Laura Wells (DOT) noted that additional information will follow in the Spring with the City's budget process and that it is anticipated that the Parking Fund will pay the second debt payment in FY 2014-15 for the 4th & San Fernando Garage.

B. Multi-Modal Transportation Projects & Diridon Area Master Plan

Ms. Wells reported on the status of the following projects:

- Phase II of the San Carlos Streetscape project
- St. John Street sidewalk improvements
- Autumn Street extension
- Diridon Area Master Plan

A brief discussion ensued regarding the various projects.

C. Driving Revenue Generating Activity – Promoting City Facilities

Mr. Collen noted the ParkSJ branding signage for the Market Street, 4th/San Fernando, 2nd/San Carlos, and 3rd Street garages was being fabricated and will be installed this fiscal year.

D. Staff Verbal Update on Events & Activities

Mr. Collen reported on the following major events taking place downtown:

- Cinequest (2/24-3/8)
- Public Dance, Sharks and Earthquakes games (2/28)
- 408K Run (3/1)

E. City Council/Committee Agenda Items

Ms. Wells noted that the City Council/SARA Board was to vote on the sale of the Central Place Garage to the City for the appraised value of \$850K on February 10, 2015. The sale of the Garage to the City is also scheduled for a vote by the Oversight Board on February 12, 2015. A brief discussion ensued regarding proposed purchase.

Scott Knies (SJDA) suggested that the DPB draft a letter to Council documenting their support of the City's purchase of the garage.

Action: (5-0-1) Board member Borkenhagen moved to direct the DPB to submit a letter to the City Council in support of the City's purchase of the Central place Garage. Vice Chair Nichols seconded the motion.

Absent: Board member Hattley was absent.

6. **Future Agenda Items**

Items for the May 6, 2015 DPB meeting as outlined in the Annual Work Plan:

- Election of Officers
- Preliminary approval of FY 2015-16 Annual Work Plan
- Proposed FY 2015-16 Budget and Five-Year CIP
- Smart Meter Update
- Update on Parking Programs and Rates, including a review of dynamic pricing models
- Parking Branding & Downtown Promotions/Marketing Update
- Downtown special event traffic and parking mitigation planning
- Multi-Modal Transportation Projects & Diridon Area Masterplan

7. **Open Forum**

Emily Ann Ramos with the Tech Museum commented on the increased number of residential units being built downtown and the potential impacts on parking demand.

8. **Adjournment**

11:55 am