
**DOWNTOWN PARKING BOARD
DRAFT MINUTES
February 7, 2018**

200 E. Santa Clara Street, 12th Floor Conference Room

Item Subject

1. **Call to Order**

10:03 a.m.

Action: (6-0-0) Vice Chari Leege moved to approve the meeting minutes for the October 4, 2017 DPB meeting. Board Member Schneider seconded the motion.

Document Filed: October 4, 2017 DPB minutes

2. **Chairperson Report**

No discussion on this item

3. **Capital/Finance**

A. FY 2017-18 Mid-Year Financial and Activity Report

Arian Collen (DOT) reviewed the FY 2017-18 Mid-Year Financial and activity Report and highlighted the following:

A discussion ensued regarding the overall parking program operations, financials, capital projects, and customer survey results. Board Member Faas requested that the prior year's mid-year financial data be included on future reports.

Action: (6-0-0) Vice Chair Leege moved to approve the FY 2017-18 Mid-Year Financial and Activity Report. Board member Faas seconded the motion.

Document Filed: FY 2017-18 Mid-Year Financial and Activity Report

B. 5-Year CIP Budget Planning

Mr. Collen reviewed the draft 5-year CIP plan which included a total of \$8.465M in FY 2018-19 and a total of \$30.525M over the five years. A discussion ensued on the various project categories and plans.

C. Garage Façade CIP Project

Mr. Collen presented the RFQ for the proposed Market Street Garage Façade Enhancement project. As a stakeholder, the board will have a seat on the evaluation panel to review the artist submittals and participate in scoring to select finalists for City review. Vice Chair Leege volunteered to participate.

Action: (6-0-0) Board member Faas moved to nominate Vice Chair Leege to participate on the artist review panel. Board member Schneider seconded the motion.

Document Filed: City of San Jose Public Art RFQ for Garage Façade Enhancement

4. **Update on Parking Programs and Rates**

A. Expansion of Smart Meter Programs

Heather Hoshii (DOT) reviewed the details of the proposed Smart Meter expansion to areas outside of the Downtown Core. A discussion ensued on the project details. Councilmember

Peralez noted that the various meter areas, particularly the Japantown and SoFA meter areas would like to see potential increased net revenues identified and invested in their areas.

Action: (6-0-0) Board member Schneider moved to approve the expansion of Smart Meters with a rate adjustment to \$2/hour, and the creation of a Greater Downtown Smart Meter Reserve with net revenues identified for the various meter areas. Board member Singh seconded the motion.

Document Filed: Expansion of the On-Street Smart Meter Program

B. Parklet Meter Fees

Mrs. Hoshii reviewed the proposed terms of the expanded Parklet program to include the waiver of meter fees for up to 50 on-street metered parking spaces. A brief discussion ensued.

Action: (6-0-0) Vice Chair Leege moved to approve the meter fee waiver for up to 50 metered spaces. Board member Schneider seconded the motion.

Document Filed: Parklet – Free Use of Metered Parking Spaces Memo

5. Parking Program Strategy

Mr. Collen presented the Parking Program Goals and Strategies memo which provided background and information on the City's existing parking programs, the current and projected condition of the Parking Fund, a high level look at facility occupancy data, rates, impacts to revenue from various discount programs and validations, potential parking impacts from autonomous vehicles, and a look at key City priorities and future Parking Fund investment areas.

Jessica Zenk with DOT's Planning, Policy, and Transportation Options Division provided an overview and context of the City's vision of downtown planning and development strategies.

A discussion ensued and due to time constraints of the meeting, the board requested to continue to the discussion on this topic at the May DPB meeting.

Document Filed: Parking Program Goals and Strategies Memo

6. Reports/Coordination

No discussion on this item

7. Future Agenda Items

Items for the May 2, 2018 DPB meeting as discussed and outlined in the Annual Work Plan:

- Election of Officers
- Preliminary approval of the FY 18-19 Annual Work Plan
- Proposed FY 18-19 Budget and Five-Year CIP
- Update on Parking Programs and Rates – Parking Program Strategy
- Downtown Promotions and Marketing Updates
- Multi-Modal Transportation Projects & Diridon Area Masterplan
- Security and Incident Data

8. Open Forum

No Comments

9. Adjournment

12:06 pm