
**DOWNTOWN PARKING BOARD
DRAFT MINUTES
October 7, 2015**

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

Item Subject

1. **Call to Order**

8:15 a.m.

Chair Carlson welcomed the three new members to the Downtown Parking Board (DPB), followed by introductions of DOT staff and incumbent DPB members.

Action: (6-0-0) Vice Chair Nichols moved to approve the meeting minutes for the May 6, 2015 meeting. Board member Renelle seconded the motion.

Document Filed: May 6, 2015 DPB Meeting Minutes

2. **Capital/Finance**

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

- Modified Budget reflects establishment of SAP Capital Reserve Fund with transfer of \$3.5 million in FY 14-15 and \$2.5 million in FY 15-16
- Revenues were \$17.4 million which was 99% of the modified budget
 - \$11.5 million from garages and lots
 - \$4 million from on-street meters
 - \$1.8 million from miscellaneous, interest, and SARA reimbursement
- Operating Expenditures were \$7.75 million which was 92% of the modified budget, with savings seen in payroll due to staff vacancies, contractual services, supplies, SJPD garage security, and utilities
- Transfers were \$6.37 million which was 79% of the modified budget as the Successor Agency to the Redevelopment Agency (SARA) had adequate tax increment to support \$1.7 million of the debt service payment for the 4th/San Fernando garage
- Net Revenue was \$3.4 million, higher than the modified budget by \$2.3 million due to SARA payment of debt service and reduced operating expenses
- Capital projects totaled \$847K which was 34% of the modified budget, with completed projects including Convention Center garage valet area equipment upgrades, garage camera system upgrades, epoxy floor coating and striping improvements
- Net Change to Fund Balance was an increase of \$2.45 million
- Details of the customer service surveys with averages ranging from 4.15 (out of 5) in Safety and 4.63 in Customer Service

A discussion ensued regarding the overall parking program operations and financials. Laura Wells (DOT) gave an overview of the 4th/San Fernando debt service obligation and the SARA finances and ability to pay the debt service and the impacts to the Parking Fund.

Action: (6-0-0) Board member Renelle moved to approve the FY 2014-15 Annual Financial Report. Board member Cord seconded the motion.

Document Filed: FY 2014-15 Financial Report

3. **Open Forum**

No comments

4. **Future Agenda Items**

- Mid Year Financial and Activity Report
- Parking Branding & Downtown Promotions/Marketing Update
- Information on Multi-Modal Transportation Projects & Diridon Area Masterplan
- Dynamic/Demand Based Pricing and Shuttle Operation Options

5. **Adjournment**

8:49 am