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**DOWNTOWN PARKING BOARD  
DRAFT MINUTES  
August 1, 2018**

200 E. Santa Clara Street, 13<sup>th</sup> Floor Conference Room

**Item Subject**

**1. Call to Order & Chairperson Report**

Meeting called to order at 11:06 a.m.

Chair Cord welcomed Tamiko Rast who noted she planned to apply for the vacant DPB.

Chair Cord also noted that staff from the Children's Discovery Museum had contacted him regarding the increased monthly parking rate at the Woz/87 lot which went into effect July 1, 2018 and requested that the item be agendaized for the October DPB meeting.

**2. Public Record**

No Discussion

**3. Open Forum**

No Discussion

**4. Consent Calendar**

Action: (4-0-2) Vice Chair Leege moved to approve the meeting minutes for the May 2, 2018 DPB meeting. Board member Sung seconded the motion.

Absent: Board members Schneider and Singh were absent

Document Filed: May 2, 2018 DPB minutes

**5. General Business**

**A. Approval of the FY 2018-19 Annual Work Plan**

Action: (4-0-2) Vice Chair Leege moved to approve the FY 2018-19 Annual Work Plan. Board member Faas seconded the motion.

Absent: Board members Schneider and Singh were absent

Document Filed: FY 2018-19 Annual Work Plan

**B. Memo to Transportation & Environment Committee, FY 2017-18 DPB Annual Report, and FY 2018-19 Annual Work Plan**

Arian Collen (DOT) reviewed the memo to the Transportation and Environment (T&E) Committee which included the FY 2017-18 Annual Report and FY 2018-19 Annual Work Plan, and is scheduled to go to committee in September.

Document Filed: Memo to T&E and FY 2017-18 Annual Report and FY 2018-19 Workplan

**6. Update on Parking Program and Rates**

**A. Review of Downtown Parking Inventory**

Mr. Collen reviewed the handout which included a map of downtown parking lots and garages, identifying quantity of spaces at each facility, which surface lots may be subject to future development, and an overview of occupancy for several City and non-City locations. A brief discussion ensued with the board requesting to see the map updated for the next meeting to include parking lots in the Diridon Area.

Document Filed: Downtown Parking Inventory Map and Occupancy Chart

**B. Parking Access and Revenue Control System (PARCS) and License Plate Recognition (LPR) Technology**

Mr. Collen provided the board with an overview of DOT's ongoing PARCS upgrade project and plan to implement LPR technology which would require an LPR policy as required by California State law.

A brief discussion ensued on the PARCS project and the LPR Policy.

Action: (4-0-2) Board Member Faas moved to support staff recommendation to develop a LPR policy for parking operations and the use of LPR technology with the PARCS upgrade. Vice Chair Leege seconded the motion.

Absent: Board members Schneider and Singh were absent

Document Filed: License Plate Recognition (LPR) Technology & Policy

**C. Parking Validation Agreement with Regal Cinemas**

Mr. Collen provided the board with an overview of a potential Parking Validation agreement with Regal Cinema.

A brief discussion ensued on the potential terms of the validation agreement.

Action: (3-1-2) Vice Chair Leege moved to support staff recommendation to enter into a Parking Validation Agreement with Regal Cinema. Board Member Sung seconded the motion. Board Member Faas was the No vote.

Absent: Board members Schneider and Singh were absent

Document Filed: Parking Validation Agreement with Regal Entertainment Group Memo

**7. Reports/Coordination**

**A. Capital Improvement Project Update**

Mr. Collen provided an update on the FY 2017-18 Capital Project budgets and activity. A brief discussion ensued.

Document Filed: Parking Validation Agreement with Regal Entertainment Group Memo

**B. Multi-Modal Transportation Projects & Diridon Area Masterplan**

No Discussion on this item

**C. Downtown Promotions & Marketing Update**

Bree von Faith with the San Jose Downtown Association provided an update on various marketing campaigns, including the My Go-To Spot campaign.

Document Filed: My Go-To Spot Marketing Update Overview

**D. Staff Verbal Update on Events & Activities**

Mr. Collen noted the upcoming San Jose Jazz Festival and Viva Calle events.

**E. City Council/Committee Agenda Items**

Mr. Collen noted the following upcoming City Council agenda items:

- Artist selection and contract for the Market Street Garage façade project in August
- T&E Committee with DPB Annual Report and Workplan in September
- Regal Cinema Validation Agreement in September
- PARCS contract and LRP policy in October

**8. Future Agenda Items**

Items for the October 3, 2018 DPB meeting as outlined in the Annual Work Plan:

- FY 2017-18 Annual Financial and Activity Report (Operating and Capital), including Customer Survey Results
- FY 2018-19 CIP Update
- Update on Parking Programs & Rates
  - Woz/87 Monthly Parking Rate
  - Downtown Parking Inventory, including Diridon Area
- Downtown Promotions and Marketing
- Multi-Modal Transportation Projects & Diridon Area Masterplan

Meeting was adjourned at 12:29 pm