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**DOWNTOWN PARKING BOARD  
MINUTES  
August 24, 2016**

200 E. Santa Clara Street, 12<sup>th</sup> Floor Conference Room

**Item Subject**

1. **Call to Order**

10:05 a.m.

Action: (5-0-1) Vice Chair Nichols moved to approve the meeting minutes for the May 4, 2016 DPB meetings. Board member Cord seconded the motion.

Absent: Board member Renelle arrived late at 8:07am

Document Filed: May 4, 2016 DPB minutes

2. **Chairperson Report**

Chair Carlson welcomed new board member Chad Leege and noted that at the end of FY 2016-17 the DPB would be losing three board members who will reach term limits. Chair Carlson reiterated desire to have the board review dynamic/demand based pricing and shuttle service to redistribute demand across parking locations.

3. **Annual Work Plan**

The board reviewed the FY 2016-17 Annual Work Plan and a discussion ensued. Board member Cord requested that an update on the Capital Improvement Plan be included on the Work Plan at the October 5, 2016 meeting.

Action: (6-0-0) Board member Leege moved to approve the FY 2016-17 Annual Work Plan with the addition of an update on the Capital Improvement Program and the Woz/87 Rate Change. Vice Chair Nichols seconded the motion.

Document Filed: FY 2016-17 Annual Work Plan

4. **Programs & Rates Update**

**A. Woz/87 Parking Lot Rate Increase from \$5 to \$7 per day**

Arian Collen (DOT) presented information on the Caltrans proposed increase in the monthly lease rate the City pays from \$8,776 to \$20,600, and the staff recommendation to increase the daily parking rate from \$5 to \$7. Marilee Jennings, Executive Director of the Children's Discovery Museum (CDM), presented a letter to the DPB as a key stakeholder in the area of the lot. A discussion ensued on the following items:

- Proposed rate increase from \$5 to \$7 per day will allow facility to maintain \$100K net revenue as seen in previous two fiscal years
- Rate increase not anticipated to negatively impact usage
- No proposal to increase monthly rate
- Impacts to CDM
- Current Master Parking Rate Resolution allows daily rate up to \$7/day
- Status of lease term between City and Caltrans

- Ability to maintain \$5 rate for CDM volunteers and season pass holders through FY 2016-17

Action: (6-0-0) Vice Chair Nichols moved to approve rate increase from \$5 to \$7 per day effective October 1, 2016 while preserving a \$5 rate for Museum volunteers and season pass holders through FY 2016-17. Board member Cord seconded the motion.

## **B. Status of Market Street Garage Occupancy and Impacts**

Mr. Collen presented information on the status of monthly parking and occupancy at the Market Street Garage following the increase in monthly permit parking from \$100 to \$125 and noted the following:

- Rate increase from \$100 to \$125 effective July 1, 2016
- Increase in monthly rate subsequently increased various BIP and discount rates accordingly
- Eliminated Merchant Rate availability at Market Street Garage while maintaining discount at 2<sup>nd</sup>/San Carlos.
- Very minimal communication to City or parking operator staffing from impacted monthly parkers
- 1,728 active permits at as of July 2016
- Current waitlist at approximately 200 customers
- Additional 225 court employee permits activated in July 2016
- July peak occupancy of 84%
- Staff maintaining waitlist until post summer break and work through period with court opening

Vice Chair Nichols noted that no San Pedro Square Committee businesses have expressed any issues or concerns with the garage operations or rates. A brief discuss ensued.

## 5. **Reports/Coordination**

### **A. Parking Access & Revenue Control System (PARCS) RFP**

Mr. Collen described the PARCS RFP process and desire to have the DPB represented in various stakeholder meetings to provide input and comment on the process, system features, and goals. A brief discuss ensued with Board Members Renelle and Singh volunteering and Board Member Cord as an alternate.

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

Laura Wells (DOT) noted the status on the following projects:

- Park Avenue Multi-Modal project
- St. John Multi-Modal project
- Almaden/Vine improvements
- Julian Street Realignment

Mr. Collen gave a brief update on the status of parking around SAP Center and plans for temporary parking lots at Successor Agency to the Redevelopment Agency (SARA) parcels.

### **C. Driving Revenue Generating Activity – Promoting City Facilities**

Mr. Collen noted the following items:

- Convention Center garage signage
- Availability of garage occupancy data on the City's open data platform

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

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

- SJ Sharks season beginning in late September
- Viva CalleSJ (9/18)
- Rock-n-Roll 5k and ½ Marathon (10/1-10/2)

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

Ms. Wells noted the following upcoming City Council agenda items:

- Tech Shop Parking Agreement to Council in October/November
- Mayors Budget Message directing staff to review the Convention Center Garage and Team San Jose taking over management to Council in November

6. **Future Agenda Items**

Items for the October 5, 2016 DPB meeting as outlined in the Annual Work Plan:

- FY 2015-16 Annual Financial and Activity Report
- FY 2016-17 CIP Update
- Update on Parking Programs & Rates
  - Demand Based Pricing & Shuttles
  - Woz/87 Lot Update
- Downtown Promotions and Marketing Rates
- Multi-Modal Transportation Projects & Diridon Area Masterplan

7. **Open Forum**

No Comments

8. **Adjournment**

11:46 am