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**DOWNTOWN PARKING BOARD  
DRAFT MINUTES  
March 4, 2020**

200 E. Santa Clara Street, 14<sup>th</sup> Floor Conference Room

**Item Subject**

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

Meeting called to order at 10:05 a.m.

**2. Public Record**

No Discussion

**3. Open Forum**

No Discussion

**4. Consent Calendar**

**4.A: Action:** (4-0-1) Board member Schneider moved to approve the meeting minutes for the September 4, 2019 DPB meeting. Board member Rast seconded the motion.

Absent: Board member Faas arrived at 10:17 a.m.

Document Filed: September 4, 2019 DPB minutes

**4.B: Action:** (4-0-1) Board member Schneider moved to approve the FY 2018-19 Annual Financial & Activity Report. Chair Cord seconded the motion.

Absent: Board member Faas arrived at 10:17 a.m.

Document Filed: FY 20-19 Annual Financial & Activity Report

**5. General Business**

**A. FY 2019-20 Mid-Year Financial & Activity Report**

Arian Collen (DOT) presented the FY 2019-20 Mid-Year Financial & Activity Report.

Action: (5-0-0) Board member Schneider moved to approve the FY 2019-20 Mid-Year Financial & Activity Report. Board member Rast seconded the motion.

Document Filed: FY 2019-20 Mid-Year Financial & Activity Report

**B. FY 2020-21 Proposed Budget and 5-Year CIP**

Mr. Collen presented the draft proposed FY 2020-21 proposed Parking Fund (533) budget and 5-Year CIP (Fund 559).

Action: (5-0-0) Board member Rast moved to approve the FY 2020-21 Proposed Budget & 5-Year CIP. Vice Chair Sung seconded the motion.

Document Filed: FY 2020-21 Proposed Budget & 5-Year CIP

**C. Woz/87 Caltrans Lease**

Mr. Collen reviewed the memo outlining the recommendation to support the proposed Caltrans lease terms, which increases the annual lease fee from approximately \$270K to \$360K.

Action: (5-0-0) Board member Rast moved to support the Caltrans proposed lease fee increase. Board member Schneider seconded the motion.

Document Filed: Woz/87 Caltrans Lease Agreement Memo

**6. Parking Programs & Rates Update**

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

Mr. Collen provided a brief verbal update on the status of the PARCS upgrades.

**B. Conceptual Updates to the Master Parking Rate Schedule**

Mr. Collen presented various elements, concepts, and data surrounding potential updates to the City's parking rates/programs, including the validation programs. Board discussion ensued with topics including:

- Annual Revenue Impacts
- Ongoing analysis and next steps for outreach

Document Filed: Conceptual Parking Program & Rate Modification Memo and Presentation

**7. Reports/Coordination**

**A. Capital Improvement Project Updates**

Item skipped due to time limitations

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

Item skipped due to time limitations

**C. Downtown Promotions & Marketing Update**

Item skipped due to time limitations

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

Item skipped due to time limitations

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

Item skipped due to time limitations

**8. Future Agenda Items**

Items for the June 3, 2020 DPB meeting as outlined in the Annual Work Plan:

- Election of Officers
- Preliminary Approval of the FY 2020-21 Annual Work Plan
- FY 2020-21 Budget & 5-Year CIP
- Update on Parking Programs and Rates
- Downtown Promotions and Marketing Updates
- Multi-Modal Transportation Projects & Diridon Area Masterplan

Meeting was adjourned at 12:08 pm