DOWNTOWN PARKING BOARD
DRAFT MINUTES
March 3, 2021
Meeting held via Zoom

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

Action: (7-0-0) Board member Schneider moved to approve the meeting minutes for the November 4, 2020 DPB meeting. Board member Rast seconded the motion.

Document Filed: November 4, 2020 DPB minutes

5.   General Business

A. FY 2020-21 Mid-Year Financial and Activity Report

Arian Collen (DOT) presented the FY 2020-21 Mid-Year Financial and Activity Report, including an overview of the Parking Funds revenues and expenses, and the Parking Capital Fund. A discussion ensued.

Action: (7-0-0) Board member Schneider moved to approve the FY 2020-21 Mid-Year Financial and Activity Report. Board member Sung seconded the motion.

Document Filed: FY 2020-21 Mid-Year Financial and Activity Report

B. FY 2021-22 Proposed Budget and 5-Year CIP

Mr. Collen presented the FY 2021-22 Proposed Budget and 5-Year CIP. Highlights of the budget included projected total Revenues of approximately $13M ($8.1M in operating revenue and $4.9M in transfers from CIP Reserves). Expenses estimated at $12M and Net Revenue of approximately $1M. The 5-Year CIP outlined approximately $3M funding each year with a focus on maintaining existing facilities, and a liquidation of the CIP reserves with the anticipation that those funds will be necessary to offset ongoing Parking Fund operating losses due to the impacts of COVID-19. A discussion ensued, including concerns from the board that the Parking Fund revenue and expense projections were not clearly articulated in connection with the five-year capital plan and a request to further review the budgets at the June DPB meeting.

Action: (4-3-0) Board member Heindel moved to accept and approve the FY 2021-22 Proposed Budget & 5-Year CIP. Board member Mancuso seconded the motion.

Document Filed: FY 2021-22 Proposed Budget and 5-Year CIP

6.   **Parking Programs & Rates Update**

   A. Curbside Management & Demand Responsive Pricing

Heather Hoshii (DOT) presented for consideration an updated proposal for demand responsive on-street meter pricing. Highlights included:
   - Data driven pricing adjustments
   - Meter rates can increase, decrease, or remain unchanged based on occupancy data
   - Occupancy data collected and published twice a year (October & April)
   - Rate adjustments (if warranted by data) twice a year (July & January)
   - Initial rates of $1.50 or $2 per hour, with future rate minimum and maximums of:
        o   Minimum rates between $1 to $1.50 per hour
        o   Maximum rates of $5 per hour
   - Expanding meter hours from 9am-6pm to 8am-8pm

A discussion ensued, with general board consensus on deferral on any consideration until a later date. With the demand responsive pricing model not moving forward, staff will begin work to reinstate paid on-street meter parking in the periphery areas effective October 2021.

Action: (6-0-1) Board member Schneider moved to defer any further consideration of demand based pricing until October 2022. Vice Chair Faas seconded the motion. Board member Mancuso was absent for the vote on this item.

Document Filed: Curbside Management & Demand Responsive Pricing

7.   **Reports/Coordination**

   A. Multi-Modal Transportation Projects & Diridon Area Masterplan

No Discussion on this item

   B. Downtown Promotions & Marketing Update

No discussion on this item

   C. Staff Verbal Update on Events & Activities

No discussion on this item

   D. City Council/Committee Agenda Items

No discussion on this item

8.   **Future Agenda Items**

Items for the June 2, 2021 DPB meeting as outlined in the Annual Work Plan:
   - Election of Officers
   - Preliminary approval of FY 2021-22 Annual Work Plan
   - FY 2021-22 Budget & Five-Year CIP
   - Update on Parking Programs & Rates
   - Downtown Promotions and Marketing Update
   - Information on Multi-Modal Transportation Projects & Diridon Area Masterplan

Meeting was adjourned at 12:10pm