
DOWNTOWN PARKING BOARD
DRAFT MINUTES
November 9, 2022
Meeting held via Zoom

Item Subject

1. Call to Order & Chairperson Report

Meeting called to order at 10:04 a.m.

Present: Vice Chair Faas, Board members Heindel, Schneider, Rast, and Mancuso (Mancuso departed at approximately 10:30)

Absent: Chair Cord

2. Public Record

No Discussion

3. Open Forum

No Discussion

4. Consent Calendar

Action: The meeting minutes for the June 15 and September 7, 2022 meetings were approved along with the FY 2022-23 DPB Work Plan.

Documents Filed: June 15 and September 7, 2022 DPB minutes and the FY 22-23 Work Plan

5. Capital/Finance

A. FY 2021-22 Annual Financial Report

Arian Collen (DOT) presented the FY 2021-22 Annual Financial Report which included details on operational revenue, expenses, and capital projects.

Action: (4-0-2) Board member Heindel motioned to approve the FY 21-22 Annual Financial Report. Board member Rast seconded the motion.

Document Filed: FY 2021-22 Annual Financial Report

B. On-Street Smart Meter Revenue Report

Elias Khoury (DOT) presented the FY 2021-22 Annual Meter Revenue memo outlining the meter revenue by meter zone and status in repaying the initial capital investment.

Action: (4-0-2) Board member Rast motioned to approve the FY 21-22 Annual Smart Meter Revenue Memo. Board member Schneider seconded the motion.

Document Filed: FY 2021-22 Annual Smart Meter Revenue Memo

C. Capital Improvement Project Update

Mr. Collen gave a brief update on the status of FY 22-23 capital projects and expenditures to date.

Document Filed: FY 2022-23 CIP Update Report

D. FY 2024-2028 Five Year CIP

Mr. Collen gave a brief overview of the existing FY 23-27 five year CIP along with staff's proposed approach to the upcoming FY 24-28 five year CIP budget. A brief discussion ensued.

Document Filed: FY 2024-28 CIP

6. Parking Programs & Rates Update

A. Review and Potential Revision of Existing Meter District Area Reserve

Heather Hoshii (DOT) gave a brief verbal update on staff's progress in reviewing the micro-reserve concept with the City Attorney and City Manager offices. Staff will continue to review this concept along with equity elements with additional Sr. City leadership to get consensus and direction on next steps and will share with the board at future meetings.

B. Curbside Management & Demand Responsive Pricing

Mrs. Hoshii gave a brief verbal update on staff's previous demand-based meter pricing model concept. The board previously requested to pause the concept until 2022 and staff is reviewing data and occupancy collections from October and again in Jan/Feb 2023 to determine if the previously proposed concept is still viable, needs adjustment, or if no change will be brought forward. A brief discussion ensued, including a request for examples of other city's that have implement demand-based meter pricing and their methodology.

C. Strengthening Mobility and Revolutionizing Transportation (SMART) Grant

Mr. Khoury presented a high-level summary of the City's intention to apply for the SMART grant opportunity of up to \$2 million to develop a robust curbside management and utilization program, and is seeking DPB support in the form or a memo to include with the City's grant application.

Action: (4-0-2) Board member Heindel motioned to approve formal DPB support of the SMART grant opportunity. Board member Rast seconded the motion.

7. Reports/Coordination

A. Downtown Promotions and Marketing Update

Mr. Collen presented the recently updated www.parksj.org website which now includes real-time parking occupancy for the City's seven downtown garages, along with the upcoming roll out of a reservation system which will be piloted at the Market Street garage for key SAP Center events and eventually rolled out to the Convention Center and other garages.

B. City Council/Committee Agenda Items

No upcoming DOT parking related Council/Committee items are scheduled.

8. Future Agenda Items

Items for the March 1, 2023 DPB meeting as outlined in the Annual Work Plan:

- FY 2022-23 Mid-Year Financial and Activity Report
- Proposed FY 2023-24 Budget & 5-Year CIP
- Review & Potential Revision of Existing Meter District Reserve
- Update on Parking Programs & Rates
- Curbside Management & Demand Responsive Pricing
- Downtown Promotions and Marketing Update
- Information on Multi-Modal Transportation Projects & Diridon Area Masterplan

Meeting was adjourned at 11:31am