



DOWNTOWN PARKING COMMITTEE

MEETING MINUTES

Thursday, January 8, 2015

Gebhard Meeting Room

630 Garden Street

Santa Barbara, CA 93101

1) **CALL TO ORDER:** 7:30 a.m.

2) **ROLL CALL**

DPC MEMBERS

Matt LaBrie (Chair)

Trey Pinner (Vice-Chair)

Kate Schwab

Gene McKnight

Sean Pratt

Tom Williams

Attendance

Present

Present

Present

absent

Present

Present

CITY STAFF PRESENT :

Browning Allen, Transportation, Streets and Parking Manager

Victor Garza, Parking /TMP Superintendent

Rebecca Jimenez, Parking Supervisor

Dion Tait, Parking Supervisor

Jessica Grant, Transportation Project Planner

Teri Green, Associate Transportation Planner

Roy Forney, Parking Coordinator

Malcolm Hamilton, Administrative Assistant

LIAISONS PRESENT:

Randy Rowse, City Council

John Campanella, Planning Commission

OTHERS PRESENT:

3) **CHANGES TO AGENDA.**

Chair LaBrie informed the Committee that Item 7, Holiday Occupancy Report, will not be presented.

4) **PUBLIC COMMENT.**

Ethan Shenkman said he completed an application for the vacancy on the Downtown Parking Committee. Mr. Shenkman said he is filing a claim against the City, City Council, Mayor and affiliates for discrepancies over matters pertaining to him. Mr. Shenkman recited margin ratios from a local opinion poll: 83% against Gregg Hart, 84.69% against Cathy Murillo, and 27% against Helene Schneider.

5) **APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF NOVEMBER 13, 2014.**

Motion: To approve the minutes for the regular meeting of November 13, 2014.

Made By: Kate Schwab **Second:** Tom Williams

Yeas: 4 Nays: 0 Abstain: 1 (Pinner) Absent: 1 (McKnight)

6) **QUARTERLY OCCUPANCY REPORT.**

Malcolm Hamilton, Administrative Assistant, presented the Quarterly Occupancy Report comparing 2014 to 2013 for the months of October through December.

Chair LaBrie asked if the County culvert project affected the occupancy levels at the Depot Lot. Victor Garza, Parking Superintendent, said the culvert project was completed prior to this time period. The culvert project did not affect the occupancy levels in the Depot Lot.

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7) HOLIDAY OCCUPANCY REPORT.

This item was removed.

8) OPERATING AND CAPITAL BUDGETS UPDATE.

Malcolm Hamilton, Administrative Assistant, gave a presentation on the status of the Downtown Parking operating budget for the six months ended December 31, 2014.

Chair LaBrie asked when it would be possible for the Committee to receive a presentation regarding the Residential Parking Program (RPP). Browning Allen, Transportation Manager, said Sarah Clark, Parking Resource Specialist, is currently doing a comprehensive review of the relevant municipal ordinances and rate structure. Mr. Allen said staff will bring their recommendations to the Committee near the end of Fiscal Year 2015.

Vice-chair Pinner asked staff what might be causing a drop in Monthly Parking fees from FY 14 to FY 15 at mid-year. Malcolm Hamilton said staff suspended the sale of monthly permits at the Granada Garage during the construction for the 911 Call Center, which contributed to the decrease in Monthly Permit revenue.

Vice-chair Pinner asked if the increase in Violation Billing revenue is due to a recent policy change. Malcolm Hamilton said the increase is likely due to shorter billing cycles. Staff recently adjusted the Non-surrendered Ticket Policy to a flat \$15 fee for each occurrence. In the past, repeated occurrences of non-surrendered tickets would result in a billing of \$25, which would be deposited in the Violation Billing account.

Chair LaBrie asked for a breakdown of the rent agreements between Downtown Parking and the 911 Call Center and Environmental Services at a future meeting.

Jessica Grant, Transportation Project Planner, presented the status of the Downtown Parking Capital Program at mid-year.

Chair LaBrie asked if the Depot Lot Incorporation Project is the same as the Railway Express Agency Building Project. Browning Allen, Transportation Manager, said those are two separate projects, however, each project is on hold while staff waits for a decision from the State of California as to the ownership of the land.

Browning Allen noted that staff is continuing with the design portion of landscape sustainability projects, but construction will not begin until the State of California declares that the drought has ended.

Chair LaBrie asked staff to confirm that they are not irrigating and watering areas that will later be replaced by the landscape sustainability projects. Browning Allen confirmed. Mr. Allen added that Downtown Parking is maintaining minimum watering for trees and permanent landscaping.

Committee Member Williams asked if staff has received any indication of the timeline for a decision by the State of California relating to the Depot Lot. Mr. Allen said staff submitted the requested paperwork and now they are waiting for an answer, but no timeline has been given.

To clarify for the Committee, Vice-chair Pinner asked staff if the Pavement, Surface, and Paseo Maintenance Project had expenditures without a budget, or if there were rollover funds available from previous years. Jessica Grant said there were sufficient rollover funds available for the current year's expenses.

Public Comment

Ethan Shenkman said the Lot 3 ADA Improvements Project is explicit to the Bikestation Module Project, and it does not have anything to do with the Americans with Disabilities Act.

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Jessica Grant, Transportation Project Planner, said those items are two separate projects. The Lot 3 ADA Improvements Project is a part of Downtown Parking's transition plan to bring all lots up to current code. The ADA improvements will include the restriping of ADA parking stalls to comply with current width and depth regulations. The project will also include the construction of access ramps.

Victor Garza, Parking Superintendent, said every time Downtown Parking does a project in a garage or surface lot, they meet with the Building Department to address all ADA issues. Downtown Parking will not start a project until the building plans are approved per current codes and regulations.

Browning Allen, Transportation Manager, noted that the funding for the Bikestation module will come from a Measure A grant, and the ADA improvements will be funded by Downtown Parking as a separate project.

Motion: To accept the Quarterly Occupancy Report and the Operating and Capital Budgets Report.

Made By: Trey Pinner **Second:** Sean Pratt

Yeas: 5 Nays: 0 Abstain: 0 Absent: 1 (McKnight)

9) OPERATIONS UPDATE.

City-Wide Budget Schedule

Browning Allen informed the Committee that the City is beginning the budget process for FY 16 and FY 17. It is a two year budget process. FY 16 will be adopted and FY 17 will be used as a planning document. The proposed FY 16 and 17 budgets will be brought before the Committee in March.

Pedestrian Paseos Update

Victor Garza said staff is researching property lines, trash enclosures and underlying legal agreements relating to the pedestrian paseos that connect to the Downtown Parking system.

2015 Committee Calendar and Annual Retreat Schedule

Browning Allen said the annual calendar has been given to the Committee so they know what to expect throughout the year. The annual retreat, however, will need to be moved to March because Mr. Allen will be out of the office on February 8, 2015.

Lot 10 Planter Railing Update

Victor Garza said the design was approved for a wrought iron, malaga green railing to be installed on the Lot 10 stair case planter.

Lot 5 Kiosk and Lighting Projects

Victor Garza said these two projects are in the design phase. For the Lot 5 Kiosk Project, improvements will be made to the surrounding landscaping and outdoor dining areas, and additional bike parking will be installed. Staff contracted with an engineer to perform a photometric study for Lot 5 to finalize lighting plans and design. After completing Lot 5, staff will begin work on the lighting in Lot 8. Mr. Garza reminded the Committee that an item for LED lighting was added to the Downtown Parking Capital Improvement Plan to make Downtown Parking eligible for grant opportunities.

Committee Member Williams asked for clarification on what is meant when staff says it is meeting minimum standards for parking lot lighting. He said he has noticed a difference between the reach and illumination of street lights compared to private parking lot lighting. The latter covering more area and making for a more comfortable environment. Victor Garza said that the lighting in the City's lots will resemble that of the private lots, meeting all required lighting standards.

Chair LaBrie asked if there has been any additional discussion regarding the bathrooms that may be constructed at Lot 10 and the vagrancy problems nearby on State Street. Browning Allen said staff added the project to the Capital Improvement Plan. Mr. Allen said Ginny Brush, County Arts Commission, is working with the Crescent Crossing artist to relocate the brick bench.

Committee Member Schwab asked if any locations have been proposed for the Crescent Crossing. Mr.

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Allen said the La Entrada development, the Public Market, and the soon to be constructed MOXI Museum have been suggested but nothing is decided on as of yet. Ms. Schwab asked what may be installed in place of the Crescent Crossing. Browning Allen, Transportation Manager, said potentially additional bike parking or possibly an enhanced shuttle stop for the Metropolitan Transit District.

10) ADJOURNMENT

The meeting adjourned at 8:25 a.m.