



DOWNTOWN PARKING COMMITTEE

REGULAR MEETING

MINUTES

Thursday, February 11, 2016
David Gebhard Public Meeting Room
630 Garden Street
Santa Barbara, CA 93101

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

2) **ROLL CALL**

DPC MEMBERS

Trey Pinner (Chair)
Matt LaBrie (Vice-Chair)
Edward France
Gene McKnight
Kate Schwab
Sean Pratt
Vacant

Attendance

Present
Present
Present
Present
Present
Excused

CITY STAFF PRESENT :

Rob Dayton, Principal Transportation Planner
Victor Garza, Parking /TMP Superintendent
Teri Green, Associate Transportation Planner
Rebecca Jimenez, Parking Supervisor
Dion Tait, Parking Supervisor
Sarah Clark, Parking Resource Specialist
Malcolm Hamilton, Administrative Assistant

LIAISONS PRESENT:

Randy Rowse, City Council
Jay Higgins, Planning Commission

OTHERS PRESENT:

3) **CHANGES TO AGENDA**

None.

4) **PUBLIC COMMENT**

None.

5) **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF JANUARY 14, 2016**

Motion: To approve the minutes from the regular meeting of January 14, 2016.

Made By: Matt LaBrie **Second:** Gene McKnight

Discussion:

Vote: Yeas: 4 Nays: 0 Abstain: 1 (France) Absent: (Pratt)

6) **DOWNTOWN PARKING OPERATING BUDGET UPDATE**

Victor Garza, Parking Superintendent, gave a brief overview of the Downtown Parking operating budget. Mr. Garza said the operating revenues and expenditures are on target to meet the adopted budget.

Vice-Chair LaBrie complemented parking staff for being within budget targets at mid-year.

Committee Member France asked if the Bikestation expenditures fluctuate from year to year due to contractual terms. Mr. Garza said there is a term of the operating contract related to membership levels and the membership targets have not always been achieved.

Chair Pinner asked what type of revenues are categorized as Authorized Charges and Special Parking Fees. Mr. Garza said the two main revenues bundled into that report line are staging fees for construction projects and compensation for property damage.

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Motion: To receive a report from staff on the Streets Division budget discussion scheduled to take place at City Council's Finance Committee.

Made By: Trey Pinner **Second:** Matt LaBrie

Discussion:

Vote: Yeas: 4 Nays: 0 Abstain: 0 Absent: 2 (France, Pratt)

7) DOWNTOWN PARKING CAPITAL IMPROVEMENT PROGRAM UPDATE

Victor Garza, Parking Superintendent, gave an introduction to the planning framework for capital projects. Mr. Garza said capital projects are evaluated from many different perspectives, including safety, cleanliness, revenue generation, operating efficiency, and improved customer service. Mr. Garza gave a brief status update on the Fiscal Year 2016 capital projects.

Chair Pinner asked staff to explain why the Electric Vehicle (EV) parking spaces need to be moved and/or adjusted in the Cota Commuter Lot. Mr. Garza said building code requires a certain number of EV spaces to be ADA compliant in dimension, ground slope, customer path of travel, and several more specifications. Mr. Pinner said it is his understanding that the EV parking spaces need to be ADA compliant, but they will not be marked as official "blue" accessible parking spaces. Mr. Garza said staff is working through the details with the Building Code Division.

Chair Pinner asked if staff is receiving more requests for EV stations and seeing increasing usage. Mr. Garza said the number of sessions and charging hours increased in Fiscal Year 2015 and continues to trend upward in Fiscal Year 2016.

Chair Pinner said it is good that funds are available to expand and improve the downtown EV charging network as demand increases.

Jay Higgins, Planning Commission Liaison, said there may be opportunities to partner with EV infrastructure businesses, such as Tesla, to fund charging station installations and allow for business branding.

Vice-Chair LaBrie asked where cameras are being installed in this phase of the Security Camera Project. Mr. Garza said cameras, in the first phase, were installed in the attendant kiosks, most elevators, and key access points in the lots and garages. In the current phase of the Security Camera Project, staff is addressing the remaining gaps in the coverage and storage needs. Mr. Garza said there is approximately \$350,000 of rollover funds available to purchase all the equipment and complete the installations. Staff is also working with the Police Department to address their safety concerns and recommendations for camera coverage.

Committee Member France asked what authority – city, county, or state - mandates the storage of video camera recordings for one year. Mr. Garza said the City Attorney's Office instructed Downtown Parking to store video recordings for one year due to legal reasons.

Vice-Chair LaBrie said he is looking forward to a redesigned Lot 3 paseo and a completed paseo master plan. Mr. LaBrie said the pedestrian paseos are an important part of the parking system experience, and customers need to feel safe and comfortable while traveling to and from public parking lots. Mr. Garza said staff worked with the Historic Landmarks Commission to design the Lot 3 paseo to address safety, lighting, and cleanliness. Rob Dayton, Principal Transportation Planner, said staff will review what worked in the Lot 3 paseo and use the experience to formulate a general paseo plan. Chair Pinner said it may be helpful to develop a standardized list of items that each paseo should have to provide consistency for customers: wayfinding signage, lighting, visibility, path of travel, trash enclosures and other design elements. Mr. Pinner added that the city can assist in developing private paseos by providing the standardized list of items and design specifications to property owners.

Committee Member France asked for an update on the Citywide Wayfinding Signage Project including the pedestrian maps and signage for State Street and the paseos. Mr. France asked staff to provide, at a later date, how often the Community Service Officers patrol the pedestrian paseos. Councilmember Rowse said the Downtown Parking Program should be clear in its purview because an expanding list of projects may be reflected in future operating and capital budgets.

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Chair Pinner asked if staff has an expected timeline for finishing the Cota Lot Access Control Project. Victor Garza, Parking Superintendent, said he is unable to give a definite completion date, but staff is moving forward with the project and currently finishing the design phase.

Vice-Chair LaBrie asked if the consultants for the Facility Assessment Project may also perform the demand study and operational analysis for the Depot Lot. Victor Garza said many of the structural assessment firms also have operations research departments, so there it is a possibility it could be the same firm.

8) OPERATIONS UPDATES

Depot Lot Management and Key Takeaways from January Meeting

Rob Dayton, Principal Transportation Planner, recapped the three main points from the Depot Lot discussion during the special January 2016 meeting:

- First, staff needs to identify the new maintenance responsibilities assumed by the Downtown Parking Program.
- Second, staff will analyze the opportunities for the 90-minute parking lot behind the Fish Enterprise restaurant and the possibility of incorporating the lot into the hourly parking system. Additionally, staff will look at projects that can generate revenue and be completed in the short-term.
- And third, staff will formulate a long-term vision that addresses the Depot Lot's role in the parking supply for the area.

Mr. Dayton said staff is recommending hiring consultants to study the three issues.

Committee Member McKnight said the dynamic activity in the Depot Lot area will make it difficult to predict parking demand. He requested a copy of the Amtrak lease agreement so the committee can assist staff in reviewing the terms.

Vice-Chair LaBrie said he supports staff's approach to contract with a consultant to perform an analysis of the Depot Lot.

Jay Higgins, Planning Commission Liaison, asked if there is an existing parking demand study for the Depot Lot area. Mr. Dayton said no area-wide demand study has been completed. Projects have been analyzed separately as they work through the city's approval process. Mr. Higgins said a parking demand study may provide the analysis that identifies a tipping point and later justifies the need to expand the parking supply in the Depot Lot. Vice-Chair LaBrie said the Downtown Parking Committee and staff should be prepared to engage the stakeholders with solutions as the conversation develops.

Committee Member France said another challenge of the Depot Lot is to be aware of the responsibility as landlords of a transportation hub with Greyhound and Amtrak as tenants. He said it is important to be involved in the discussion of a commuter rail which may also affect the operation of the Depot Lot.

Crescent Crossing Bench Relocation

Mr. Garza said the Crescent Crossing Bench public art piece will be moved from the 600 block of State Street to the Depot Lot on the west side of the Amtrak building.

Victoria Street Bus Parking

Mr. Garza said staff is discussing van and bus parking issues on West Victoria Street related to bands for nearby nightclubs. Previously, the vehicles had parked in the lot which was developed into the Santa Barbara Public Market.

Downtown Parking Committee Calendar Review

Staff distributed a calendar of upcoming events and tentative agenda topics to the committee.

9) ADJOURNMENT

The meeting adjourned at 9:05 a.m.