



DOWNTOWN PARKING COMMITTEE MEETING MINUTES

Thursday, November 11, 2010

7:30 A.M. – 9:00 A.M.

Gebhard Meeting Room

630 Garden Street

Santa Barbara, CA 93101

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

2) **ROLL CALL**

DPC MEMBERS

Randy Rowse

Tom Williams

Eric Kelley

Bill Collyer

Matt LaBrie

Gene McKnight

Attendance

Present

Present

Present

Present

Present

Excused

CITY STAFF PRESENT :

Browning Allen, Transportation Manager

Victor Garza, Parking / TMP Superintendent

Brandon Beaudette, Parking Resource Specialist

Kathy Kefauver, Senior Analyst

LIAISONS PRESENT:

Grant House, City Council

Others Present

Adam Berke, Student UCSB

Jakob Patterson, Student UCSB

Patrick Green, Student UCSB

Dustin Weatherby, Student UCSB

3) **PUBLIC COMMENT:**

A. Berke, an environmental studies student from UCSB, stated he was present to observe for an assignment in school and suggested that Downtown Parking use natural lighting and other sustainable/environmental practices to improve the work environment for operators, as well as quality of life for customers and citizens. V. Garza highlighted some of Downtown Parking's environmentally conscious and sustainable actions: water conserving urinals and landscaping, adherence to IPMP (Integrated Pest Management Program), energy conserving lighting, and recycled products. B. Allen followed up by informing A. Berke that Downtown Parking contributes funds to the downtown shuttle program to ease car use and traffic congestion. Also, the Granada Garage adheres to many of the LEAD qualifying standards in the structure and during upkeep. G. House pointed out that the park and walk system is notable compared to a private parking system where people move their cars much more often.

4) **APPROVAL OF MINUTES FOR THE REGULAR MEETING OF SEPTEMBER 9, 2010**

It was moved by M. La Brie and seconded by B. Collyer to approve the minutes. The motion was carried 5 yeas/0 nays.

5) **REVIEW OF THE DOWNTOWN PARKING OPERATING BUDGET**

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B. Beaudette reviewed the year to date operating budget. V. Garza addressed recurring concerns that the lots miss out on revenue by closing with cars still in the lot. V. Garza explained that cars are marked and later given pay-later envelopes if still in the lot. V. Garza also stated that operations adjust the order and time of closing to further address these issues.

B. Beaudette pointed out that the Monthly Parking revenue was higher than expected because of strict attention to delinquent accounts and on the other end, pushing the sale of more monthly permits. M. LaBrie suggested that the committee be presented with an inventory of total parking spaces compared to total number of permits, for each lot on a quarterly basis.

G. House asked where the Granada Garage \$5 event parking is deposited and B. Beaudette clarified that it is in hourly parking.

M. LaBrie asked staff to elaborate on the Building Maintenance line item. B. Allen explained that those funds are used for minor repairs and overall upkeep of the lots and landscaping.

B. Allen commented on the Enhanced Transit Support to MTD line item, clarifying that 350K was not actually transferred to MTD, but on a purchase order and invoices are sent out monthly from MTD to Downtown Parking.

R. Rowse asked whether or not RDA funding was affected by recent state decisions. G. House responded that funds have been preemptively set aside to address any lack of funding that may occur.

6) PUBLIC OUTREACH PLAN FOR CONCRETE REPAIR PROJECTS FOR LOTS 9 & 10

B. Allen informed the committee that due to economic conditions and a favorable bidding climate, the bid came in significantly less than budgeted for. With the significant savings Lot 2 might also be able to be funded along with lots 9 & 10. Only lots 9 & 10 would be worked on this coming year.

T. Williams expressed concern about the drastic difference between the city engineer's outsourced estimate and the actual bid amount, questioning whether or not the quality of work would be sufficient. B. Allen reiterated that the contractor has a proven track record of high quality work and reasonable bids, plus the bidding environment is highly competitive. T. Williams further asked if the contractor has experience in similar structural work. V. Garza explained that the contractor uses a sub contractor for specialized structural work, who also has great track record. T. Williams asked if there will be contingency money set aside as the bid is considerably lower. B. Allen followed up by pointing out that there is a 15% construction contingency set aside to deal with unforeseen costs.

R. Rowse asked about the public outreach. V. Garza stated that staff was actively working to inform the affected community including informing DPC and the Downtown Organization, as well as sending out mass mailings and completing the first of two public meetings.

T. Williams suggested that Downtown Parking post flyers next to the exit or on the actual gate arm, and hand out flyers to exiting customers. V. Garza cautioned against marketing too early, because customers tend to forget. When a date is set, another mailing will go out and the second public meeting will be announced, and flyers may be handed out at the exit.

7) ACCEPTANCE OF CREDIT CARDS AT DOWNTOWN PARKING LOTS

V. Garza informed the committee that Downtown Parking will begin accepting credit cards within a business week and continue with a soft roll out for one week. The week of Thanksgiving will be the full roll out accompanied by the newspaper advertisements. B. Allen stated that the kiosks will continue to be staffed and the city is committed to the personal service that sets Downtown Parking apart from other parking organizations.

B. Beaudette presented the initial draft of the holiday flyer. B. Collyer would like to add the image for all the cards we accept. E. Kelley added that while it is nice to focus on new payment methods, that it would be great to remind the public about 75 minutes free on the flyer. B. Beaudette stated that the flyer will begin the week of Thanksgiving.

Kathleen Kefauver informed the committee and staff that she could add the information to the city scroll on the city website. B. Allen said that the information will be disseminated through Key News as well.

8) OPERATIONS UPDATE

V. Garza told the committee that the metal railing work was completed in lot 9; however the wood replacement progress has slowed because of delivery delays. T. Williams asked why it was necessary to use wood and not metal for all railings. B. Allen responded that wood will be used to maintain the aesthetics of the downtown area parking structure.

B. Allen stated that the slurry seal is waiting for the weather to warm up as the cold wet conditions will not permit the slurry seal to adhere.

9) ADJOURNMENT: The meeting adjourned at 8:20 a.m.