



DOWNTOWN PARKING COMMITTEE

MEETING MINUTES

Thursday, August 8, 2013
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	Attendance
Tom Williams	Present
Eric Kelley	Present
Bill Collyer	Absent
Gene McKnight	Present
Trey Pinner	Present
Krista Fritzen	Excused

CITY STAFF PRESENT :

Jim Armstrong, City Administrator
Browning Allen, Transportation, Streets and Parking Manager
Victor Garza, Parking /TMP Superintendent
Rebecca Jimenez, Parking Supervisor
Brandon Beaudette, Parking Resource Specialist
Dion Tait, Parking Supervisor
Malcolm Hamilton, Administrative Assistant

LIAISONS PRESENT:

Randy Rowse, City Council
Deborah Schwartz, Planning Commission

OTHERS PRESENT:

3) **PUBLIC COMMENT**

None.

4) **APPROVAL OF THE MINUTES FOR THE JOINT TCC AND DPC MEETING OF JUNE 13, 2013**

Motion: To approve the minutes from the Joint TCC and DPC meeting of June 13, 2013.

Made By: Bill Collyer **Second:** Gene McKnight

Yeas: 4 Nays: 0 Abstain: 1 (Pinner, not at meeting) Absent:
2 (Fritzen, Kelley)

5) **PRESENTATION OF QUARTERLY OCCUPANCY REPORT**

M. Hamilton presented the quarterly occupancy report, comparing 2013 to 2012 for the months of April through June.

M. LaBrie asked if the Depot Lot was affected by the culvert project. M. Hamilton said that the Depot Lot was fully functioning in both time periods.

Motion: To receive and accept the quarterly occupancy report comparing the months of April through June for 2013 and 2012.

Made By: Trey Pinner **Second:** Bill Collyer

Yeas: 5 Nays: 0 Abstain: 0 Absent: 2 (Fritzen, Kelley)

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6) FY 2013 AND FY 2014 OPERATING AND CAPITAL BUDGETS

M. Hamilton presented the final account balances for the year ended June 30, 2013 and the adopted budget for FY 2014.

D. Schwartz asked when staff expects the Victoria Theatre construction project to be complete. V. Garza said that the Theatre will need the staging area through the end of October. He added that a show is tentatively scheduled in December.

Referring to the La Entrada development project in the 100 block of State Street, D. Schwartz asked if it will be assessed through the PBIA. B. Allen said that staff does not believe PBIA assessments will be collected due to the distance from an hourly parking lot and the on-site parking for customers.

G. McKnight asked if the Downtown Parking Program will receive rent revenue from the 911 Call Center. B. Allen confirmed. T. Williams asked if Environmental Services will pay rent to the Parking Program during construction. Environmental Services will be temporarily moved to the Central Library building and rent will be paid to the Library Program.

T. Williams asked what department was receiving the rent revenue from Greyhound Bus in FY 2013. B. Allen said the Community Development Department was receiving the revenue and beginning in FY 2014, the Downtown Parking Program will assume the responsibilities and benefits of the Railway Express Agency (REA) building.

G. McKnight asked what company the City uses as their credit card processor. V. Garza said First Data. T. Williams asked staff to comment on the costs and benefits of credit cards. M. Hamilton said that customers find the credit cards convenient and operators are issuing less IOU envelopes which speeds up exiting lines and decreases staff busy work in the office. In addition, the kiosk operators are handling nearly 1.5 million less dollars in cash which provides for tighter accounting controls and more safety in the day-to-day operations. Staff is committed to offering this convenience for customers and incurring the related expenses.

B. Collyer commended staff on a well executed year and responsible spending.

M. LaBrie commented that the Committee had previously indicated their support for the Cota Lot Access Control project and the improvements recommended by staff.

Looking at the Capital Improvement Program, T. Williams expressed concern about the financial viability of some of the projects. B. Allen said that staff lists the large capital projects and as the budget is negotiated and adopted, projects are prioritized and completed. R. Rowse said that capital planning with place holders is an important part of each fund's strategy and it is also important to show the public what staff envisions for the future. M. LaBrie said that the Committee would like to stay in the conversation with regards to the long range management of the Depot Lot.

In reference to a capital line item, M. LaBrie commented that the Parking Program should be part of a cohesive signage effort in the Downtown area.

B. Collyer asked if monthly permits will be moved back into Lot 5 as the spaces are restored. V. Garza confirmed.

G. McKnight asked if staff has discussed incorporating the Davis Center Lot into the Downtown Parking inventory. J. Armstrong said that the Davis Center Lot requires capital improvements such as lighting before it can operate as an hourly, night-time lot. J. Armstrong added that there seems to be a possibility of a win-win situation; however, staff needs to do more concrete analysis prior to making the investment.

T. Williams said that it is more important than ever without the RDA for staff to be planning 20 to 30 years into the future.

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Motion: To receive and accept a presentation regarding the operating and capital budgets for the year ended June 30, 2013.

Made By: Bill Collyer **Second:** Gene McKnight

Yeas: 4 Nays: 0 Abstain: 0 Absent: 3 (Fritzen, Kelley, Pinner)

7) OPERATIONS UPDATE

Victoria Theatre Project

V. Garza said that the staging area for construction will remain through October. The Theatre has scheduled a performance in December and is working to make that deadline.

New City Website Launch

M. Hamilton informed the Committee of the brand new website for the City. www.santabarbaraca.gov
He encouraged the Committee to relay community feedback about the new webpage so it can be routed to site administration.

Subcommittee Work Plan Review

M. Hamilton distributed copies of the subcommittee work plans.

Downtown Paseo Inventory and Determination of Responsibilities

B. Allen said that as part of the Pedestrian Master Plan the downtown Paseos and alternate walking paths were inventoried. B. Allen referred the topic to the Operations Subcommittee to discuss further. M. LaBrie said that the paseos are important aspect of the customer experience and the park-once concept.

8) ADJOURNMENT

The meeting adjourned at 8:59 a.m.