



# DOWNTOWN PARKING COMMITTEE

## REGULAR MEETING

### MINUTES

Thursday, March 9, 2017  
David Gebhard Public Meeting Room  
630 Garden Street  
Santa Barbara, CA 93101

1) **CALL TO ORDER:** 7:30 AM

## 2) ROLL CALL

### DPC MEMBERS

Trey Pinner (Chair)  
Matt LaBrie (Vice-Chair)  
Edward France  
Robert Janeway  
Tracy Pfautch  
Sean Pratt  
Kate Schwab

### Attendance

Present  
Present  
Present  
Present  
Present  
Present  
Excused

### CITY STAFF PRESENT

Rob Dayton, Transportation Planning and Parking Manager  
Victor Garza, Parking /TMP Superintendent

Roy Forney, Parking Supervisor  
Dion Tait, Parking Supervisor  
Sarah Clark, Parking Resource Specialist  
Teri Green, Associate Transportation Planner  
Eric Goodall, Project Engineer

Chris Rickerd, Administrative Assistant

### LIAISONS PRESENT

Randy Rowse, City Council

### OTHERS PRESENT

## 3) CHANGES TO AGENDA

Item 8, Safe Parking Agreement to be moved to next month's meeting.

## 4) PUBLIC COMMENTS

None

## 5) APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF FEBRUARY 9, 2017

**Motion:** To approve the Regular Meeting Minutes of February 9, 2017 with change to Roll Call.

**Made By:** 1<sup>st</sup> Vice Chair LaBrie      2<sup>nd</sup> Committee Member Janeway

**Discussion:** N/A

**Vote:** Yeas: 5    Nays: 0    Abstain: 0    Absent: 2

(Committee Member France arrived at 8:28 AM, after the motion)

## 6) FACILITY ASSESSMENT REPORT

Victor Garza, Parking /TMP Superintendent gave some background regarding the Facility Assessment Report. It has been ten years since the last report. That report identified a 2 million dollar project to replace columns beams at Lot 2 and Lot 10. The Facilities Assessment is part of our ongoing effort to make sure that we understand what's going on in the garages. It's important to make sure the lots are sound. A RFP was issued and Watry Design was awarded the contract. The report had essentially good news, with no major work identified. Besides a few recommended improvements, the parking structures are in good shape. The report confirms that funding levels for our maintenance efforts have been effective and should continue.

Eric Goodall, Project Engineer presented Watry's Facilities Assessment report to the Committee. The Facility Assessment Report focused on City Parking structures 2, 6, 7, 9 and 10, and the two historic buildings at the Depot Lot. Starting with the major parking structures, the types of testing that were performed included visual observations, taking concrete cores, and taking concrete cylinders. The cores were tested for chloride content which identifies the potential for corrosion in the rebar. The cylinders were tested to determine the concrete strength. They also performed ground penetrating radar tests that identify the location of the rebar. Structures 2 and 10 were determined overall to be in good condition but did recommend that we consider installing crash test barrier rails around the exterior of the structures in front of the balconies and openings to prevent cars from driving through the existing railings. The Granada Garage was in overall good condition being only 10 years old. Some pedestrian rails that were previously retrofitted to prevent the 4 inch sphere passing were identified as not meeting the crash test rating at Library and Lobero Garages. A 3 foot 6 inch concrete barrier was recommended. Visual inspection and exploratory testing was performed at the Depot Lot. Small squares were cut in the built up roof to see if the roof surface had seen water damage. Minimal water damage at the edges was found. Water testing was also performed at potential leakage locations. Assessment of the Amtrak and REA buildings determined that they are in good overall condition with only minor improvements recommended.

Rob Dayton, Transportation Planning and Parking Manager expressed that we were very pleased with the results of the report. The results of this report had the potential to greatly affect Downtown Parking's budget.

Victor Garza explained that Downtown Parking will prioritize the projects over time based on necessity and budget constraints.

Chair Pinner suggested that the City should consider changing the architectural design of the existing wood rails at Lot 7 if they can make a better railing system that meets the crash barrier requirements.

Rob Dayton reported that the Lease for the Amtrak lease had not been renegotiated, that we were purposely waiting for the result of the Assessment report. Research has been done comparing how other cities manage their Depot facilities. Our goal is to now capture the maintenance cost associated with the upkeep of the Amtrak Depot making it revenue neutral.

## 7) FEE RESOLUTION

Victor Garza introduced three updates to the Downtown Parking Fee Resolution since the last time it was presented to the Downtown Parking Committee.

- a) The first change is the introduction of a flat hourly parking rate at the Helena Parking Lot (item 36 of the Fee Resolution). The rates will mirror the Waterfront Parking rates, charging \$2.00 an hour with a \$12.00 maximum daily fee and a \$22.00 violation fee.
- b) Bike Station has been notified that as of July 1, 2017, Downtown Parking will be taking over management of the two Downtown bicycle storage facilities. This will save Downtown Parking \$25,000 a year. Downtown Parking is proposing a Bicycle Parking Fee of up to \$120.00 a year for each member.
- c) A Curb Painting Fee of \$250 is being proposed for City wide non-safety on street curb painting requests. This fee has been proposed to recover the costs for Downtown Parking/Engineering staff to provide the service.

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Rob Dayton talked about the three fees representing philosophical changes of were Downtown Parking is going.

- a) In response the increased parking demand in the Funk Zone, we are making changes to the rate structure in the Helena Lot. This is our first step forwards a system similar to the Pay and Display system used at the Waterfront. We are looking at other industry standard as well as innovative ways to implement this system to make it easy for our customers.
- b) We are assuming management of the two Bike Station facilities because we don't see Bike Station providing the level of service we expect for the \$25,000 annual fee Downtown Parking currently pays. The City will take over the operation to improve customer service and save money. The Granada Garage space has not been utilized to its full potential. We are looking to boost the amount of customers/bikes that are served and/or look at retail options to increase revenue.
- c) Downtown Parking is already managing the off-street parking supply. It's appropriate for this program to coordinate requests and collect a fee for on-street curb painting. This is a customer service management tool and there are costs associated with changing the curb color to benefit an individual or a business.

Committee Member Janeway affirmed the move to the Helena Lot and Bike Station fee resolution.

Chair Pinner asked about the current Bike Station fee and possible future maintenance costs. Victor Garza, responded that DTP is already responsible for maintenance. The current fee structure is 12 monthly or \$96 annually.

Vice Chair LaBrie asked about public parking near the Californian as compared the parking fees proposed for the Helena Lot. Victor Garza, responded that the Hotel's public parking's fee structure would mimic the City's fee structure, 75 min free and \$1.50 per hour.

Vice Chair LaBrie asked if staff would benefit by investing in tasking someone to look at all off street parking to increase efficiency. Rob Dayton, answered that it would be difficult for an outside consultant to come in and sweep the Downtown area and know what has changed. We would be better served to have Steve Sisler, the Traffic Technician, who is more familiar with the area to identify those things. It will be more of an attrition process.

Randy Rowse, City Council Member discussed the perception of what on-street parking should be. Streets is going to be asked to ramp up their efforts along to lines of on-street oversized vehicle and ADA parking. Mr. Rowse agreed with the proposed rate structure at the Helena Lot mimicking that of Waterfront. Finally, Mr. Rowse talked about City Council looking at Downtown Parking as a piggy bank, the due diligence of staff to maintain what we have, that it's very important that we need to bury the theme of relying on Downtown Parking to fund additional City Projects.

Rob Dayton, said that Steve Sisler, has been tasked to track painting requests to see how many are downtown vs. not downtown.

Randy Rowse, City Council Member discussed how the \$100 annual Waterfront Parking pass could affect permit parking issued by Downtown Parking in the Funk Zone area. (you should include the answer as well)

**Motion:** To accept and support staffs recommendation of the Fee Resolution as presented.

**Made By:** 1<sup>st</sup> Vice Chair LaBrie 2<sup>nd</sup> Committee Member Pratt

**Discussion:** N/A

**Vote:** Yeas: 5 Nays: 0 Abstain: 0 Absent: 2

(Committee Member France arrived at 8:28 AM, after the motion)

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### 8) SAFE PARKING AGREEMENT

Item moved to April 2017 meeting.

### 9) PROGRAM UPDATES

#### a) Oversized vehicle permits

Rob Dayton said Downtown Parking is now involved in and will be issuing permits for the new Oversized Vehicle Permit Program. Sarah Clark, Parking Resource Specialist, will be one of the main contacts running the program. We are in process of creating an online permit system. Oversized commercial vehicles may park on the street for 30 minutes, after which they will be required to have a permit. Permits will also be available for oversized recreational vehicles that require ADA access and visitors with oversized vehicles. We currently provide overnight "Safe Parking" at various Downtown Parking lots. We are looking to providing two daytime permits at the Carrillo lot.

Chair Pinner asked for clarification if the permit requirement was sight specific and if a permit cost has been established. Rob Dayton, answered that a permit would be required for each site and there would be a cost recovery for the permits.

Committee Member Pfautch asked if Sprinter van type vehicles would be considered oversize. Rob Dayton, explained that some of the vans are too long but most are too tall. Commercial vehicles are defined by vehicles with a commercial number.

Victor Garza, talked about how drivers will be given lots of lead time and reminders prior to enforcement. Citations will be complaint driven.

#### b) Downtown Parking Occupancy trends

Victor Garza and Chris Rickard spoke about occupancy, hourly revenue, and transaction trends in the Downtown Parking Lots. Total transactions are decreasing but the percentage of paid transactions as well as total revenue are increasing. This is due to a longer parking duration average, free tickets from 9:00 AM to 10:00 AM are no longer being collected, and staying later at night collecting more revenue. There is also a steady trend of increased use of credit cards over cash as payment. Each year has seen a 2-3% increase toward the credit card side. We currently experience an average of 44% of total revenue from credit cards. FY15 and FY16 were 39% and 41%, respectively.

### 10) ADJOURNMENT

The meeting adjourned at 8:46.