



DOWNTOWN PARKING COMMITTEE

REGULAR MEETING

MINUTES

Thursday, August 13, 2020
GoToWebinar Meeting

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

2) **ROLL CALL**

DPC MEMBERS

Trey Pinner (Chair)
Ed France (Vice Chair)
Matt LaBrie
Sean Pratt
Andrew Newkirk

Attendance

Present
Present
Present
Present
Present

CITY STAFF PRESENT :

Rob Dayton, Transportation Planning & Parking Manager
Victor Garza, Downtown Parking & Plaza Manager
Sarah Clark, Administrative Supervisor
Dion Tait, Facility Maintenance Supervisor
Roy Forney, Parking Supervisor
Chelsey Swanson, Project Planner
Sergio Arriaga, Parking Coordinator
Justin Berman, Parking Coordinator
Meghan Salas, Parking Resources Specialist
Mindy Jackson, Administrative Specialist

LIAISONS PRESENT:

Meagan Harmon, City Council Liaison
Barrett Reed, Planning Commission Liaison
Gabriel Escobedo, Planning Commission Liaison Alternate

3) **ANNOUNCEMENTS**

It was announced that Robert Janeway had resigned from the committee. He is moving out of the area for another job opportunity.

Chair Pinner and Rob Dayton spoke of Mr. Janeway's contributions to the DPC and thanked him for his years of service.

4) **CHANGES TO AGENDA**

None.

5) **PUBLIC COMMENT**

None.

6) **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF July 9, 2020**

Motion: To approve the minutes from the regular meeting of July 9, 2020
Motion Made By: Matt LaBrie **Second:** Ed France

Discussion:

Vote:
Yeas: 4 Nays: 0 Abstain: 1 Absent:

7) **PARKING OPERATIONS, REVENUE, AND EXPENDITURE UPDATES**

RECOMMENDATION: That the Committee receive an update on parking operations and trends in

DOWNTOWN PARKING COMMITTEE MEETING MINUTES

DATE, 2015

Page - 2 –

revenues and expenditures.

Sarah Clark gave the presentation.

PUBLIC COMMENT: None

8) ACCESS CONTROL SYSTEM UPGRADES

RECOMMENDATION: That the Committee receive a report and recommend that City Council approve the appropriation of funds for hardware and software upgrades for the SKIDATA access control system in City parking lots.

Victor Garza stated that the current system is old and needs to be refreshed. The last upgrade was in 2012. Mr. Garza said that he is comfortable with the costs that we will be paying.

PUBLIC COMMENT: An email from Anna Marie Gott was given to the Committee regarding this item.

Rob Dayton noted that the proposed upgrade project will not include License Plate Recognition (LPR). He said that adding LPR would require Council to approve a policy for LPR at a Public Hearing. The proposed upgrades are for the existing system.

Mr. Dayton said that when staff attended the International Parking Conference, SKIDATA was asked if they could meet our needs for mobile pay options.

Motion: That the Committee recommend that City Council approve the appropriation of funds for hardware and software upgrades for the SKIDATA access control system in City parking lots.

Motion Made By: Ed France **Second:** Matt LaBrie

Vote:

Yeas: 5 Nays: 0 Abstain: Absent:

9) DOWNTOWN PLAZA ACTIVITY UPDATES

RECOMMENDATION: That the Committee receive an update on the Downtown Plaza, including parklets, outdoor dining, implementation of City ordinances, and status of street closures.

Rob Dayton gave the presentation. The goal is to keep businesses alive and be safe.

Masks are required on the 500 block per Council.

Businesses are being allowed to plug into City power for lighting.

City Council approved the extension of the emergency ordinance until mid-December and Paul Casey, the City Administrator, will have the option to extend it through March 2021.

Mr. Dayton explained that the activity of the Downtown Ambassadors has expanded. They are the eyes and ears of State Street. They get things done quickly in response to complaints and they are handing out masks and educating the public on the use of masks.

Mr. Garza stated that the Downtown Ambassadors are providing an invaluable resource.

Andy Newkirk asked what will be done as the weather changes in the fall. Mr. Dayton said that Council has initiated a long-term planning committee to address these concerns. They will be defining the purpose of State Street and how to accommodate bicycles and pedestrians.

Mr. Newkirk pointed out that no on-street parking forces parking in lots.

DOWNTOWN PARKING COMMITTEE MEETING MINUTES

DATE, 2015

Page - 3 –

Chair Pinner asked what happens with the moving of water when it rains. Mr. Dayton said that this is mentioned in the Parklet Guidelines and that water flow needs to be accommodated.

Ed France said that he appreciates the reuse of space and that there needs to be a balance of factors and safety for bikes, pedestrians, and provide social distancing.

Mr. Newkirk mentioned that some of the Parklets are becoming enclosed rather than open.

Mr. Dayton mentioned the AIA process and asked that all will participate at some level.

Chair Pinner asked that a future item be added to the agenda on what the DPC's involvement could be in planning the future of downtown State Street.

PUBLIC COMMENT: None

10) PROGRAM UPDATES PROGRAM UPDATES:

a. CIP Update –

Victor Garza said that the Cable Barrier Project was completed and the Electric Vehicle Charging Stations are being completed.

The Electrical Pedestals Project replaced the electric pedestals on the 400, 500, and 600 blocks. Landscape Planters are being refreshed and the scoping phase has begun to replace the palm boxes with terra cotta.

Sidewalk brick repairs are continuing.

b. Consolidation of Plaza and DTP Maintenance Contracts

c. DPC Vacancies – There will be an upcoming recruitment to fill vacancies on the committee.

Chair Pinner thanked staff for all of their work.

11) ADJOURNMENT

The meeting adjourned at 9:05 AM