



DOWNTOWN PARKING COMMITTEE

REGULAR MEETING

MINUTES

Thursday, September 10, 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
Michelle Bedard, Associate Transportation Planner
Mindy Jackson, Administrative Specialist

LIAISONS PRESENT:

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

3) **CHANGES TO AGENDA**

None.

4) **PUBLIC COMMENT**

Anna Marie Gott spoke. She said that she would have liked to have seen today's ALPR draft policy posted on the City website when the agenda was posted because the public needs access to the information.

5) **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF August 13, 2020**

Motion: To approve the minutes from the regular meeting of August 13, 2020

Motion Made By: Andrew Newkirk **Second:** Matt LaBrie

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

6) **REVIEW OF CITY DRAFT AUTOMATED LICENSE PLATE RECOGNITION (ALPR) POLICY**

RECOMMENDATION: That the Committee receive a report and recommend that Council approve the draft Automated License Plate Recognition Policy.

Sarah Clark gave the presentation.

John Doimas stated that the policy will be made as public as possible.

Mr. Newkirk asked if the data is considered under the public information act.

Mr. Doimas said that this out ways the public's right to know and will require a warrant or subpoena.

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Mr. Newkirk asked if the Downtown Parking Committee is making a recommendation for Waterfront and Airport as well.

Mr. Dayton said that the recommendation would be for Downtown Parking only.

Chair Pinner asked where the contact information comes from if fees are due.

Sarah Clark said that the data would be from the Department of Motor Vehicles.

Chair Pinner asked if staff has an idea as to how many lost tickets there are.

Megan Salas reported that there are approximately two a day.

PUBLIC COMMENT

Anna Marie Gott asked if this would apply to Paseo Nuevo and mentioned that the policy doesn't say that it applies to immigration enforcement. There needs to be an ability for the public to know. She would like to see the training manual on the City website.

DISCUSSION

Mr. Dayton commented that he likes the success that Paseo Nuevo has had with ALPR.

Ms. Clark noted that Paso Nuevo's ALPR doesn't apply to our policy.

Mr. Doimas said that if they are privately run, they would have their own policy.

Ms. Clark stated that training is required before staff is given access to the system to make sure they understand how to use it in the appropriate way.

Mr. Doimas said that Civil Code applies to public entities and Paseo Nuevo is private.

Chair Pinner asked about Police Department access to data.

Mr. Doimas said that the policy states that when releasing ALPR data, a warrant or subpoena is required.

Mr. Newkirk commented that there is no reference to warrant or subpoenas for other public agencies in the draft policy.

Mr. Doimas said that it should refer to any public agency such as the Attorney General, DA Office, etc.

Motion: To move forward and recommend the proposed policy to Council for review and adoption with a modification to include law enforcement and other agencies to require a subpoena for data.

Motion Made By: Chair Pinner **Second:** Ed France

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

Mr. Newkirk would like to see that all Downtown Parking Committee meeting documents be released at the same time as when the agenda is posted.

7) PARKING OPERATIONS, REVENUE, AND EXPENDITURE UPDATES

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

Sarah Clark gave the presentation.

A chart was shown that gave costs from August 2019 VS August 2020.

Mr. France asked what would be a required reserve to maintain.

Ms. Clark said that it should be around 3 million, but she would have to check.

Mr. France asked if we would be going below that line.

Ms. Clark said yes, we would be going below that line.

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PUBLIC COMMENT - None

COMMENTS

Mr. France stated that it is important that we empower our staff regarding expenses and a business plan for income.

8) DOWNTOWN PLAZA ACITIVITY 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. Extension of State Street closure and Storm Event Notifications to Businesses.

Rob Dayton said that Council has extended the emergency ordinance to mid-December and with the option for the City Administrator to extend it another three months.

Staff will be speaking to parklet business owners about Americans with Disabilities Act compliance and winterizing.

Winterizing will include developing guidelines for canopies and heat lamps and accommodating storm water runoff in gutters.

A Downtown Long Range Planning Initiative Committee/State Street Subcommittee was formed and members include: Councilmember Sneddon, Harmon, and Oscar Gutierrez. To sign up for notifications from this committee, go to: <https://www.santabarbaraca.gov/gov/cityhall/council/dtlongrange/agendas.asp>.

The committee will be working on design and what is going to happen to State Street, what the experience will be like, and what it will have.

The American Institute of Architects did a survey and over 94% of those surveyed said to keep State Street closed to vehicles.

Mr. LaBrie and Chair Pinner stated that this is an opportunity for the DPC to have input and on the future of State Street.

Mr. Dayton reported that Helena Street is now closed to one-way traffic.

Mr. France mentioned Bike Share. Mr. Dayton said that Bike Share will be going to Council soon.

PUBLIC COMMENT - None

9) PROGRAM UPDATES:

Access Control System upgrades and Installation Update:

Mr. Garza said that the Access Control Upgrades went to Council and they voted to transfer funds for the project. The Purchase Order for Skidata will hopefully be completed by the end of this year.

Landscape and Janitorial contracts are going well with some coordination needing to be made with Street Sweeping.

The elevator at Lot 9 is not functioning. \$100,000 could be the possible repair cost.

CIP Update: Chelsey Swanson, Project Planner, stated that staff is currently drafting the 5-year CIP Update for FY '22 – '26. This is the effort that takes place every two years and staff we'll bring an in-depth draft update to the committee in October or November for their feedback.

The EV Charging Station project with 30 new stations on the roof of Granada Garage has been completed, along with the EV Charging Station project at Lot 11 and the Cable Barrier Project at Lots 2 and 10.

The following is a list of State Street Plaza improvements and Measure C funded projects along with their status:

- **State Street Landscape Enhancement** - Completed last week and moving onto the maintenance portion.

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- **State Street Promenade Planters** – Scoping project to replace existing temporary planters at each intersection with more long-term planters. Traffic Engineering is working on a design that will give us direction on how many planter (barriers) will be placed at each intersection.
- **State Street Plaza String Lights** – Developing scope of work and looking at best options for demonstration project on the 1100 and 1200 blocks. Staff is looking at options to string lights across State Street using existing flag brackets on street lights/traffic signals.
- **State Street Brick Repairs** – ongoing repairs
- **State Street Electric Pedestals** –Next phase would start on 700 block, pending available funding.
- **State Street Tree Replacements** 12 out of 36 trees planted. Tree care vendor is looking to acquire and plant the rest.
- **State Street stone work.** Need to go out to bid again for installation of stone work to replace the fountains that were removed on the 500 block of State Street.

9) ANNOUNCEMENTS - NONE

10) ADJOURNMENT

The meeting adjourned at 9:05 AM.