



# DOWNTOWN PARKING COMMITTEE

## REGULAR MEETING

### MINUTES

Thursday, December 10, 2020  
GoToWebinar Meeting

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

2) **ROLL CALL**

DPC MEMBERS

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

Attendance

Present  
Present  
Present  
Present  
Excused

CITY STAFF PRESENT :

Rob Dayton, Transportation Planning & Parking Manager  
Victor Garza, Downtown Parking & Plaza Manager  
Sarah Clark, Administrative Supervisor  
Chelsey Swanson, Project Planner  
Roy Forney, Parking Supervisor  
Dion Tait, Facilities Maintenance Supervisor  
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

Chair Pinner announced that Meagan Harmon and Barrett Reed were in attendance and thanked them for their involvement with the committee.

3) **CHANGES TO AGENDA:** None.

4.) **PUBLIC COMMENT:** None.

5.) **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF November 12, 2020**

**Motion:** To approve the minutes from the regular meeting of November 12, 2020

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

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

6.) **DRAFT 5-YEAR PUBLIC WORKS DOWNTOWN PARKING CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2022 – 2026** (LOCATION ON VIDEO: 4:09)

**RECOMMENDATION:** That the Downtown Parking Committee receive an overview and provide comments on the draft Public Works Downtown Parking Capital Improvement Program for Fiscal Years 2022 – 2026.

Rob Dayton stated that the 5-year Capital Program is being reset, based on current times and reserves going down. License Plate Recognition we will help get more revenue.

Chelsey Swanson, Project Planner, gave the presentation.

The draft Capital Improvement Program provides a planning document for capital improvements and budget, identifies capital needs, and provides a process to prioritize capital improvements.

Projects are prioritized by:

- Safety
- Strategy During a Pandemic

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- Public Convenience and Cleanliness
- Revenue Generating Possibilities, and
- Long Term Maintenance needs

A list of recently completed projects were given that are not in current 5-year CIP, along with a list of current projects that are not included.

A chart was shared that showed the changes to reserve balances and a forecast through 2023.

For the next two years staff is proposing to fund two projects, in addition to Measure C projects, and they are the Parking Facility Maintenance Annual Repair Program and the Pavement Surface Maintenance Fund.

The next steps are to finalize the CIP Program of Projects, go to Planning Commission in January 2021, City Council in March 2021, and the citywide budget is then adopted in May/June 2021.

Mr. LaBrie stated that he has confidence that staff and Risk Management are accessing the trade-off between addressing deferred maintenance now versus pushing it off, and the increase in costs. He suggested that this committee be given updates and ongoing perspective on those items that are being deferred and to be able to advocate for projects that should be funded.

Mr. Newkirk asked for clarification on the two different phases of the Lot 3 Paseo Project.

Mr LaBrie has concerns regarding a bike lane on State Street. He believes it would be a mistake to create a commuter bike lane vs. encouraging families to enjoy State Street on bikes and make sure that all interests are served. He is interested in future design suggestions.

Mr. Newkirk mentioned the need for expenditures to go down and revenues to go up. It is contingent upon LPR working and reducing expenditures and getting occupancy up to pre Covid-19 levels.

Mr. France talked about the importance of maintaining State Street as a main bike route where we want to see major bike traffic. The Interim design changes on State will help in the long-term design.

**PUBLIC COMMENT:** None.

**Motion:** That the Downtown Parking Committee accept the Draft Public Works Downtown Parking Capital Improvement Program for Fiscal Years 2022 – 2026 and move it forward for finalization.

**Motion Made By:** Mr. Pinner      **Second:** Mr. France

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

## 7.) **NOMINATION OF COMMITTEE MEMBER TO SERVE ON STATE STREET SUBCOMMITTEE (LOCATION ON VIDEO: 46:15)**

**RECOMMENDATION:** That the Committee nominate a member to serve on the State Street Subcommittee.

Mr. Dayton stated the DPC member would commit to being at the meetings. The next meeting is on December 21. This person would be a resource to the DPC and advise the State Street Subcommittee, and report back to the DPC on what is going on.

Appoint the DPC Chair to be the member to serve on the committee and the Vice Chair to be an alternate.

Mr. France stated that anyone speaking on the behalf of the DPC should be a neutral representative of where the committee might be.

Mr. Newkirk said that he would like to see the State Street Subcommittee have evening meetings.

**PUBLIC COMMENT:** None.

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**Motion:** That the Committee nominate the DPC Chair to serve as the liaison to the State Street Subcommittee with the Vice Chair serving as an alternate.

**Motion Made By:** Chair Pinner **Second:** Mr. La Brie

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

**PUBLIC COMMENT:** None.

**8.) PARKING OPERATIONS, REVENUE, AND EXPENDITURE UPDATES (LOCATION ON VIDEO: 57:00)**

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

Sarah Clark gave the presentation.

Occupancy and hourly revenue are significantly lower than previous years. There has been some savings in expenditures during November. The gap between revenues and expenditures has narrowed significantly. The late shift in the parking lots on the weekends has helped by collecting more revenue.

**Motion:** The Downtown Parking Committee accept the report on Parking Operations, Revenue, and Expenditures.

**Motion Made By:** Mr. France **Second:** Mr. Pinner

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

**PUBLIC COMMENT:** None.

**9.) DOWNTOWN PLAZA ACTIVITY UPDATES: (LOCATION ON VIDEO: 1:07:18)**

**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 Emergency Ordinance closing State Street, update on notifications to businesses, and the start of enforcement regarding Americans with Disabilities Act guidelines, storm flows, and winterization.

Mr. Dayton said that the new maintenance program is working well.

The Thursday night market sponsored by Downtown Santa Barbara is still on. The Christmas tree is up.

The three week shutdown is challenging but we will make it through the best we can and keep the activity downtown stimulated. Staff is ensuring that parklets are ADA compliant and will be able allow for storm flow

Mr. Garza said that there is ongoing verbal education and progressive enforcement with business owners.

**PUBLIC COMMENT:** None.

**10.) ANNOUNCEMENTS**

Barbara Silver and Ruben Zarate will be new DPC members in January 2021. Matt LaBrie will begin another term on the DPC.

Chair Pinner thanked staff for all that they have done in 2020.

**11.) ADJOURNMENT**

The meeting was adjourned at 9:00 AM.