



DOWNTOWN PARKING COMMITTEE

REGULAR MEETING

DRAFT MINUTES

Thursday, October 14, 2021
GoToWebinar Meeting

- 1) **CALL TO ORDER:** 7:31 AM
- 2) **ROLL CALL**

DPC MEMBERS

Trey Pinner (Chair)
Ed France (Vice Chair)

Andrew Newkirk
Matt LaBrie
Sean Pratt
Barbara Silver
Ruben Zarate

Attendance

Excused
Present

Present
Present
Present
Present
Present

CITY STAFF PRESENT :

Brian Bosse, Interim Downtown Parking and Plaza Manager
Sarah Clark, Parking Programs Supervisor
Roy Forney, Parking Supervisor
Mark Nunez, Acting Facilities Maintenance Supervisor
Chelsey Swanson, Project Planner
Meghan Salas, Parking Resources Specialist
Justin Berman, Parking Coordinator
Sergio Arriaga, Parking Coordinator
Mindy Jackson, Administrative Specialist
Ethan Pitney, Accounting Assistant
Michelle Bedard, Associate Transportation Planner
Liz Mason, Administrative Assistant
Rachelle Pegg, Administrative Supervisor

LIAISONS PRESENT:

Gabe Escobedo, Planning Commission Liaison Alternate

- 3) **CHANGES TO THE AGENDA:** None.
- 4) **PUBLIC COMMENT:** None.
- 5) **APPROVAL OF THE MINUTES FROM THE REGULAR MEETING OF SEPTEMBER 9, 2021**

Motion: To approve the minutes from the regular meeting of September 9, 2021 with one revision made.

Motion Made By: Andrew Newkirk **Second:** Matt La Brie

Vote: Yeas: 6 Nays: 0 Abstain: 0 Absent: 1

- 6) **2021 FISCAL YEAR END BUDGET** (LOCATION ON VIDEO: 4:10)
RECOMMENDATION: That the Committee receive an update on the status of the FY 2021 budget at year-end, including status of PBIA assessments.

Sarah Clark gave the presentation.

September weekend occupancy is looking strong. The loss of lot workers is having an impact on weekday revenues.

Reserve balances will not be known until December when the Finance Department provides those numbers.

Committee Member Newkirk suggested the possibility of selling/repurposing the surface lots to bolster reserves.

Committee Member Newkirk asked that the PowerPoint be emailed to the Committee. Ms. Clark said that she would send the PowerPoint to the committee members, along with a detailed spreadsheet.

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PUBLIC COMMENT: None.

7) **FINANCE SUBCOMMITTEE MEETING** (LOCATION ON VIDEO: 31:45)

RECOMMENDATION: That the Committee set a date for the meeting of the DPC Finance Subcommittee on Thursday, October 28, 2021 at 9:00 AM.

Motion: That the Committee set a date for the meeting of the DPC Finance Subcommittee on Thursday, October 28, 2021 at 9:00 AM..

Motion Made By: Sean Pratt **Second:** Matt LaBrie

Vote: Yeas: 6 Nays: 0 Abstain: 0 Absent: 1

Committee Member LaBrie left the meeting at this time (8:07 AM).

PUBLIC COMMENT: None

8) **STATE STREET PROMENADE UPDATE** (LOCATION ON VIDEO: 35:33)

RECOMMENDATION: That the Committee receive an update on the State Street Promenade, including parklets, outdoor dining, sidewalk enforcement, the Emergency Economic Recovery Ordinance, and the State Street Advisory Committee.

Ms. Clark stated that with the recent rain event, there was no significant flooding. Staff is working with businesses to remove their abandoned parklets or staff will be removing the materials. Staff continues to work on enforcement issues in regards to sidewalk clearance. A majority of the businesses remain in compliance. Only a few have been referred to a higher level of enforcement for prosecution. Staff is working to bring structures into ADA compliance. There will be continued outreach to the business to educate them on the guidelines.

Mr. Bosse commented that staff is actively involved in the State Street Advisory Committee effort.

PUBLIC COMMENT: None

Vice Chair France commented that the 500 block of State Street needs to be addressed in a short-term way. The through route, with no detour, is an ongoing hazard. Parklets are too large to make a safe space for the passing zone in the middle. Mr. Bosse said that staff will take a look at the 500 block and make sure that businesses are adhering to the space constraints allowed for the parklets. Staff will work with Transportation Planning staff on this. Staff will re-measure the parklets to make sure that they are following the current guidelines. Ms. Clark said that staff will make sure that emergency vehicles can pass through this block.

Committee Member Newkirk mentioned that the intersection of State and Anapamu Streets is tricky to get through without it being signalized. Currently, there is just a stop sign during peak times of State Street activity. Ms. Clark said that this would be brought to the attention of Transportation Planning staff.

Committee member Silver also commented that just a stop sign is difficult for people with low or no vision.

9) **PROGRAM UPDATES** (LOCATION ON VIDEO: 49:38)

RECOMMENDATION: That the committee receive an update on parking automation, and staffing/hiring issues particularly in the parking kiosks.

Roy Forney gave the update to committee members.

License Plate Recognition (LPR) testing is occurring and showing that there are some obstacles to work through.

Vice Chair France was in favor of increasing the hourly wage to improve employee retention.

PUBLIC COMMENT: None.

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10) ANNOUNCEMENTS (LOCATION ON VIDEO: 1:10:00)

- Hiring and staffing update – Mindy Jackson is retiring and Ethan Pitney will be filling in as the new DPC secretary

PUBLIC COMMENT: None.

11) ADJOURNMENT

The meeting was adjourned at 8:46 AM