



DOWNTOWN PARKING COMMITTEE

MEETING MINUTES

Thursday, November 8, 2012

Gebhard Meeting Room

630 Garden Street

Santa Barbara, CA 93101

1) **CALL TO ORDER:** 7:30 a.m.

2) **ROLL CALL**

DPC MEMBERS

	<u>Attendance</u>
Matt LaBrie	Present
Tom Williams	Present
Eric Kelley	Present (Arrived Late)
Bill Collyer	Present
Gene McKnight	Present
Trey Pinner	Present
Krista Fritzen	Present (Left Early)

CITY STAFF PRESENT :

Browning Allen, Transportation, Streets and Parking Manager
Victor Garza, Parking /TMP Superintendent
Rebecca Jimenez, Parking Supervisor
Brandon Beaudette, Parking Resource Specialist
Dion Tait, Parking Supervisor
Malcolm Hamilton, Administrative Assistant

LIAISONS PRESENT:

John Campanella, Planning Commission
Randy Rowse, City Council

OTHERS PRESENT:

3) **PUBLIC COMMENT**

None.

4) **APPROVAL OF THE MINUTES FOR THE MEETING OF OCTOBER 11, 2012**

Motion: To approve the minutes from the regular meeting of October 11, 2012.

Made By: Bill Collyer **Second:** Gene McKnight

Yeas: 6 Nays: 0 Abstain: 0 Absent: 1 (Kelley)

5) **PRESENTATION OF CAPITAL IMPROVEMENT PLAN**

B. Beaudette presented the Draft Capital Improvement Plan (CIP) for the Downtown Parking Program. The Plan outlines the priority infrastructure projects from 2014 to 2019.

In reference to the Cota Commuter Access Control project, G. McKnight asked if there are any parking lots that currently operate in that manner. B. Beaudette said that the Cota Lot would operate like the basement parking at the Lobero Lot: gated entry and exits with proximity cards for access.

T. Williams asked for a breakdown of the funding for each project. B. Allen said that as much as possible the projects will be funded by net operating income with additional support provided by the capital improvement fund. V. Garza added that all projects will be funded by the Parking Program due to the early sunset of the Redevelopment Agency (RDA). B. Allen said that staff identified all potential needs and the projects will require prioritization.

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Eric Kelley arrived at the meeting.

B. Beaudette reminded the Committee that only the FY 14 and FY 15 projects will be included in the budget that is voted on by City Council. There will be time in the future to adjust projects listed in FY 16 and forward.

T. Pinner asked when the Committee would be presented with the final plans of the Lot 5 lane redesign. V. Garza said that after the staging area is removed, staff will work to finalize the new layout of the Lot. B. Allen said that funding will be available July 1, 2013.

E. Kelley asked if staff has seen any cost or time savings from using sustainable landscaping. D. Tait confirmed for both.

R. Rowse commented that the Lot 10 exterior restroom was on the RDA list and it would be great to pursue, but it would require large expenditures. V. Garza said that staff continues to list the project due to its benefits, however there are more pressing projects to be completed, and there is currently a public restroom in Lot 10. B. Allen cautioned that what Downtown Parking does best is operate and maintain parking lots, and many times, public restrooms equate to maintenance and transient issues.

T. Pinner said that the 6-year CIP totals to a large number, and when compared the financial performance in the last several years, it looks very difficult to complete. B. Allen said that this is a needs list but that does not necessarily mean that all the projects will be funded.

T. Williams said that because the RDA is gone and the restrooms are the responsibility of Downtown Parking, there may be other City departments that can assist with the restrooms. B. Allen said that scenario is unlikely and staff is concerned about the addition of restrooms as they have already accepted the responsibility of the current locations.

R. Rowse said that it is important for the Parking Committee to continually voice their financial concerns because the Parking funds are vulnerable and the budget may be burdened with unrelated expenses.

K. Fritzen left the meeting at 8:17 a.m.

M. La Brie commended staff on their expeditious installation of security cameras. V. Garza said that staff is installing cameras in Lot 7 this year and also one camera on the exterior of Lot 10 that points at the back Paseo.

M. La Brie asked for a future analysis of the trash compacting unit housed at the Granada Garage. V. Garza said that prior to the construction of the Granada Garage, the City hired a trash consultant and determined that a compactor would be only the means to accommodate the surrounding businesses. D. Tait said that overall there have not been problems with the trash compactor and the users pay for use.

J. Campanella asked if all the projects are discretionary and budgeted for. B. Allen said that the current projects are fully funded and no items will carry forward in FY 14. J. Campanella asked if the \$100,000 for the Lot 13 Agency Building is for consultants and planning, and does staff anticipate separate projects for the actual work. B. Allen said no, the funds will be directed towards outfitting the building with everything necessary for a business to lease and move in.

B. Allen said that there is currently no revenue generation in the Fish Enterprise Lot and staff is looking to change the operation of the Lot.

Motion: To approve the CIP budget for FY 14 and FY 15 and recommend that City Council adopt the CIP as presented.

Made By: Trey Pinner **Second:** Eric Kelley

Yeas: 6 Nays: 0 Abstain: 0 Absent: 1 (Fritzen)

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G. McKnight asked why there is no funds budgeted for a Louise Lowry Lot study. B. Allen said that it is not a Downtown Parking asset and he is not comfortable making plans about another department's resource.

G. McKnight, in regards to the 2010 CIP, said that staff did a good job at completing projects and he is looking forward to advising staff on future projects.

6) FIRST QUARTER REPORT ON THE FY 2013 OPERATING AND CAPITAL BUDGETS

M. Hamilton presented the operating and capital budgets for the quarter ended September 30, 2012.

Motion: To receive and accept a presentation regarding the operating and capital budgets for the quarter ended September 30, 2012.

Made By: Bill Collyer **Second:** Trey Pinner

Yeas: 6 Nays: 0 Abstain: 0 Absent: 1 (Fritzen)

Motion: To direct the Chair of the Committee to draft a letter asking Council to *review the maintenance contract historically and analyze the future funding sources*, and bring the draft letter back to the Committee for approval.

Made By: Eric Kelley **Amend:** *Trey Pinner* **Second:** Trey Pinner

Yeas: 5 Nays: 0 Abstain: 0 Recuse: 1 (Collyer, Downtown Organization Director) Absent: 1 (Fritzen)

7) ANNOUNCEMENTS FOR ONGOING PROJECTS AND PROGRAMS

Victoria Theatre Project

V. Garza said that construction is going as planned and staff has been able to mitigate some of the impact by directing traffic to Lot 6.

December Committee Meeting

The Chair informed the Committee that the regular December meeting is cancelled and instead the Committee will meet with staff at the Depot Lot to conduct a site visit.

Holiday Advertising

M. Hamilton said that the Downtown Parking Program will be placing online advertisements with Noozhawk.com and Independent.com as well as a print advertisement with the Independent. The advertisements will promote free parking for the holiday parade and the rechargeable pre-paid gift cards.

8) ADJOURNMENT

The meeting adjourned at 9:25 a.m.