
DOWNTOWN PARKING BOARD

MINUTES
December 2, 2009

REDEVELOPMENT AGENCY OF THE CITY OF SAN JOSE
200 E. Santa Clara Street, 14th Floor Rincon Conference Room

Item Subject

1. **Call to Order**
8:05 a.m.

Action: The DPB Meeting Minutes of November 4, 2009 were approved (6-0-1).
Board member Carlson requested that staff follow up with the requested information related to the Energy Efficiency Improvement project. Matt Farrell (DOT) responded that the info would be sent to the board members within a week.

Document Filed: November 4, 2009 DPB Meeting Minutes

Action: The DPB Special Meeting Minutes of November 16, 2009 were approved (6-0-1)

Document Filed: November 16, 2009 DPB Special Meeting Minutes

Absent: Board member Walker

2. **Chairperson Report**

No Report

3. **General Business**

A. Semi-Annual Work Plan (January-June 2010)

Joe Garcia (DOT) reviewed the Semi-Annual Work Plan (January-June 2010) and noted that the Traffic and Parking Plan for Mardi Gras and Cinco De Mayo had been added to the February meeting. A brief discussion ensued regarding the various items and scheduling.

Action: (6-0-1) Board member Nichols moved to approve the Semi-Annual Work Plan (January-June 2010). Vice Chair Beechie seconded the motion.

Document Filed: Semi-Annual Work Plan (January-June 2010)

4. **Parking Management Plan**

A. HP Pavilion/Diridon Area Multi-Space Meters

Mr. Garcia reviewed the Arena/Diridon Area Multi-Space Meter Project memo and the following details:

- Meters, lighting, pavement markings, and signage have all been installed
- Due to technical issues, meters scheduled to be turned on and begin charging on Wednesday, December 2nd
- First evening event is the Sharks game on Thursday, December 3rd

A brief discussion ensued regarding the new meters, rates, and outreach to area businesses.

Document Filed: Arena/Diridon Area Multi-Space Meter Project Memo

B. Potential Sale of 3rd Street Garage

Jim Ortbal (DOT) reviewed the status of the potential sale of the 3rd Street Garage with the following details:

- City concluded negotiations with Legacy Partners on Monday, November 23, 2009
- City and Legacy were not able to reach a mutually agreed upon deal
- City and Legacy reviewed various options including sale and long term lease

Chair Monley questioned if the outcome of not selling the garage would impact the current budgets. Mr. Ortbal responded that the budget assumed that the garage would remain under City control and no changes were necessary based on the outcome of the negotiations.

C. Late Night Parking and Activity

Mr. Farrell reviewed the Late Night Parking and Activity report. Mr. Farrell noted the 2008 evening revenue averaged approximately \$84,000 per month and 2009 was averaging \$95,000 per month. Mr. Farrell also noted the minor average increase in validation usage from 9,300 validations per month in 2008 compared with an average of 9,500 in 2009. Mr. Farrell noted a shift in police activity from the Market Street and 3rd Street Garages to the Convention Center Garage due to the location of night clubs in the SoFA district.

A brief discussion ensued regarding the validation usage, police activity, downtown activity and restaurant/nightclub business activity.

Document Filed: Late Night Parking and Activity

5. Capital/Finance

A. 1st Quarter Financial Report

Mr. Farrell began by following up on a question from the November 16th DPB meeting when Vice Chair Beechie questioned why the revenue and expense figures from the proposed FY 09-10 budget presented in May were different from the draft five-year fund balance projections presented on November 16th. Mr. Farrell stated that the revenues presented in November included a 5% decrease due to the economy's impact on parking activity. The draft five-year document displayed information in a condensed format, with \$299,000 of budgeted capital staff costs combined under Operating Expenses, included \$38,000 additional overhead charges reflected in the adopted budget and \$96,000 in staff support for the City Hall and Employee Garage.

A discussion ensued regarding the two documents and other budget projections including:

- Accuracy of information provided to DPB
- Projected expenses were not reduced given revenues are decreasing as the budget includes contractual commitments and obligations which the City does not control.
- Parking Fund interest revenue transfer to the General Fund beyond FY 09-10 was factored into the projections. The DPB expressed opposition with displaying this assumption.
- 1st Quarter actual decrease in revenue of 2% and the 5% decrease projected in November for the fiscal year.
- Contractual expenses that hit later in the fiscal year
- Quarterly vs. Annual budget to account for seasonal impacts

Mr. Farrell then reviewed the 1st Quarter Financial Report and noted the following:

- Revenues are 23% of budget
- Expenses at 21% of budget
- Convention Center deck repair scheduled for January 2010
- Transfer of \$1 million to Parking Capital Development Fund completed in 1st Quarter

A discussion ensued regarding the 1st Quarter Financial Report.

Action: (5-1-1) Board member Tibbils moved to approve the 1st Quarter Financial Report. Board member Renelle seconded the motion. Vice Chair Beechie voted no, Board member Walker absent.

Document Filed: 2009-10 1st Quarter Financial Report

6. **Operations**

A. 1st Quarter Parking Occupancy Report

Mr. Garcia reviewed the 1st Quarter Parking Occupancy Report and noted the 6% overall decrease in occupancy during the daytime and the 3% overall decrease in occupancy during the evenings.

Scott Kneis (SJDA) noted the decrease in daytime occupancy with many facilities under 50% occupied. Mr. Kneis suggested that staff and the DPB review the monthly parking rates to determine if lowering the rates may increase occupancy and revenues.

A discussion ensued regarding the current monthly parking incentives for new and existing tenants downtown. Staff will prepare an analysis to be presented at the February or March 2010 DPB Meeting of the parking incentives and a review of the potential for reducing the monthly parking rates.

Document Filed: 1st Quarter Parking Occupancy Report

B. Semi-Annual Customer Service Report

Mr. Garcia gave a brief overview of the Semi-Annual Customer Service Report (July-November 2009) and noted that it was down slightly from the previous report. Mr. Garcia noted that the 2.99 score for the Market Street Garage signage is being reviewed and additional signage is anticipated for the garage.

Document Filed: Customer Service Survey (July-November 2009)

7. **Reports & Coordination**

A. Staff Verbal Update on Events & Activities

Mr. Farrell noted that Christmas in the Park opened on November 27, 2009.

Mr. Farrell also noted that there were large crowds at the Convention Center Public Dance on November 21, 2009. Mr. Garcia noted that DOT dispatched additional parking enforcement for the residential areas surrounding the Convention Center. A brief discussion ensued regarding the parking during the Public Dances as well as enforcement and citations in residential permit areas.

B. City Council Agenda Items

Mr. Ortbal noted that the City Council approved the Almaden/Woz lease agreement on December 1, 2009.

C. DPB Retreat

Chair Monley reviewed the concept of a DPB retreat to allow in-depth discussion on various items. A discussion ensued regarding scheduling and possible retreat meeting topics including:

- FPPC items (Form 700)
- DPB Bylaws, Code of Ethics, Brown Act, Conflict of Interest
- Role of the DPB
- Diridon area developments (BART, High Speed Rail, ballpark)

- City's Green Vision, Multi-Modal efforts, Bicycle Master Plan
- Review of PMP
- Parking rates, incentives and occupancy

The DPB Retreat item will be discussed again at the February meeting and scheduled for sometime in March 2010.

D. Mayor's Redevelopment Agency Budget Message

Abi Maghamfar (Agency) reviewed the Mayor's Agency Budget Message memo and the letter sent to the Mayor and City Council by Chair Monley on behalf of the DPB. Mr. Maghamfar noted that the Agency's budget approval has been postponed until February 2010. This item will be agendized for the February DPB meeting.

8. **Future Agenda Items**

The following items are agendized for the February 3, 2010 DPB meeting:

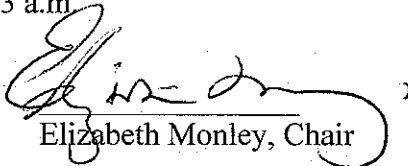
- PMP Implementation Plan Update
- Traffic and Parking Plan for Mardi Gras and Cinco De Mayo
- Capital Projects Update
- Convention Center Expansion
- Parking Marketing Services FY 2009-10 Status Report #2
- DPB Retreat
- Redevelopment Agency Budget

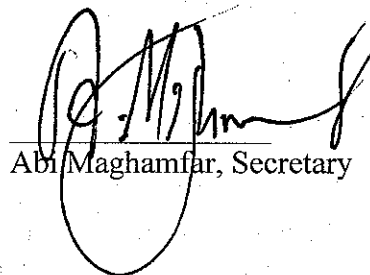
9. **Open Forum**

Shane Patrick Connolly (Trinity Cathedral) questioned what the payback period was for the Energy Efficiency upgrades. Mr. Farrell responded that the payback was estimated at 3 ½ years.

10. **Adjournment**

10:23 a.m


Elizabeth Monley, Chair


Abi Maghamfar, Secretary