

CITY OF VENTURA

DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

Kevin Clerici, Chair
Marina Porter, Vice Chair
Barbara Evans, Member
Karen Schott, Member
Carl Morehouse, Member
Vacant – Business Owner
Vacant – Business Owner

Jeff Hereford, Transportation Manager
Rick Gallegos, Civil / Transportation Engineer
Darrick Brunk, Police Commander

REGULAR MEETING
THURSDAY APRIL 15, 2021, 3:00 P.M.
WEBEX - SEE MEETING INFORMATION
SANTA CRUZ CONFERENCE ROOM WHEN
AT CITY HALL 501 POLI STREET, VENTURA

Downtown Parking Advisory Committee

The committee considers and makes advisory recommendations on issues or questions related to parking in the Downtown Parking District to the City Council, Planning Commission, and staff upon request of those bodies including recommendations on parking management strategies and programs, maintenance and operations, capital budgets, hours of operations, parking pricing policies, valet programs, and employee commuter parking policies for the Downtown Parking District.

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS (COVID-19), CITY HALL IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE CITY COUNCIL MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA.

In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the California Relay Service at (866) 735-2929. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

PUBLIC PARTICIPATION OPTIONS to help reduce the spread of COVID-19:

1. Join a **WebEx meeting LIVE:**

<https://cityofventura.webex.com/cityofventura/onstage/g.php?MTID=e071af3ca5abf522484411dc3823d2c83>

NOTE: WebEx link only works while meeting is LIVE. After meeting has ended, use the Archived Video link to view the meeting. You must join the WebEx Meeting to provide Public Comment - #5 below.

Join with only an “audio” connection: 1-408-418-9388 / Access Code 142 852 5167

WebEx recommends using Internet Explorer or Edge when provide live comment at the meeting.

2. Watch a **live stream** of the meeting at <https://www.cityofventura.ca.gov/718/Videos>, YouTube at <https://www.YouTube.com/cityofventura/live> or on Cable TV – Channel 15, live and replayed as listed on CAPS media schedule.

1. Submit your comments via email **by 1:00 P.M. on the meeting day**. Please submit your comment to the Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to RGallegos@cityofventura.ca.gov (up to 1000 characters) When sending an email, please indicate in the Subject Line, the Agenda item number (i.e. Item No. 8A). Your form/email will be read by Downtown Parking Advisory Committee and placed into the item’s record at the meeting.

4. When watching the live stream or WebEx meeting, submit a Public Comment for items not on the day’s agenda or comments on a specific agenda item as it is being heard, submit your comment to the Rick Gallegos using this form <https://www.cityofventura.ca.gov/publicinput> or send an email to RGallegos@cityofventura.ca.gov (up to 1000 characters). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. All comments received by the conclusion of the agenda item will be made part of the record.



5. **To Provide Public Comment Live: You must attend the WebEx Meeting with audio connected to your computer/device**, you will see Chat feature on your screen. You can write, "I would like to speak on Agenda Item #__" in the Chat feature. During the discussion of that item, the Chair will call for public comment. The Virtual Meeting Host will announce those requesting to speak and unmute your mic allowing you to speak to the Committee Members. You will be heard, but not visible on screen. You will have 3 minutes to provide your comments. When you are finished, your mic will be muted.

ROLL CALL

PUBLIC

COMMUNICATIONS

COMMITTEE BUSINESS

1. Approval of Minutes (1st _____, 2nd _____)
Recommendation: Approve the meeting minutes from the March 18, 2021 regular meeting.
2. Parking Management Program Monthly Utilization Update
Recommendation: Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization and overall program budget.
3. Capital / Program Funding Plan Selection (1st _____, 2nd _____)
Recommendation: Provide direction to prioritize the list of projects and programs for use of funds from the Downtown Parking District.

COMMITTEE AND STAFF COMMUNICATIONS

- A. TESLA and Electrify America high speed charging station locations near 420 Santa Clara "DVP Parking LOT" or new location proposal information.
- B. Surfers Point – Charging 1.00 per hour 9:00 a.m. – 5:00 a.m. Free From 5 A.M.-9 A.M. ParkMobile to implemented at the same time. Cadets are starting citations.
- C. Council action approved direct fees generated from Surfers Point lot to go to the Parking District on March 22.
- D. Cadet Vehicle will be purchased through DPAC
- E. Parking Structure Space Reduction/ -Fencing
- F. Main St. Closure -Extended to January 7, 2022
- G. Mission Park Parking Project Update
The project will go out to bid ASAP after Council date of May 10 and will be built to span the June-July time period so that it spans both Fiscal Years.
- H. Downtown Parking Study and Mobility Action Plan Update -Long Term-On Hold
- I. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

ADJOURNMENT

CITY OF VENTURA

ADMINISTRATIVE REPORT

Date: April 12, 2021

Agenda Item No.: 1

Parking Advisory Committee Action Date: April 15, 2021

To: Downtown Parking Advisory Committee
From: Rick Gallegos, Civil / Transportation Engineer
Subject: Minutes

RECOMMENDATION

Approve the attached meeting minutes from the March 18, 2021 regular meeting.

CITY OF VENTURA

DOWNTOWN PARKING ADVISORY COMMITTEE AGENDA

Kevin Clerici, Chair [Present](#)

Karen Schott, Vice-Chair [Present](#)

Barbara Evans, Member [Present](#)

Carl Morehouse, Member [Present](#)

Marina Porter, Member [Present](#)

Vacant – Business Owner

Vacant – Business Owner

Jeff Hereford, Transportation Manager

Rick Gallegos, Civil / Transportation Engineer

Darrick Brunk, Police Commander

REGULAR MEETING

THURSDAY MARCH 18, 2021, 3:00 P.M. WEBEX

- SEE MEETING INFORMATION

SANTA CRUZ CONFERENCE ROOM WHEN

AT CITY HALL 501 POLI STREET, VENTURA

[MEETING STARTED AT 3:00 P.M.](#)

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ROLL CALL [See Above](#)

PUBLIC COMMUNICATIONS [None](#)

COMMITTEE BUSINESS

1. Approval of Minutes (1st [Porter](#), 2nd [Morehouse](#))

Recommendation: Approve the meeting minutes from the March 18, 2021 regular meeting. [All members approved the previous minutes with a change to the date for part C of the updates for Main St. Closure -Extended to January 7, 2021 to Main St. Closure -Extended to January 7, 2022.](#)

2. DPAC Recruitment Update and Discussion on DPAC Membership Categories

Recommendation: Discuss with the City Clerk Antoinette Mann and staff. [Antoinette Mann and staff gave presentation. Antoinette said she would work on an ordinance to take to Council that would modify the current Categories. The One commercial property member owner requirement will be changed to a City resident whose principal address is within the Downtown Parking District Area.](#)

3. Parking Management Program Monthly Utilization Update

Recommendation: Receive staff presentation of updated Downtown Parking District Budget revenue, utilization and utilization and overall program budget.

[Speakers Rick Gallegos and Jeff Hereford](#)

COMMITTEE AND STAFF COMMUNICATIONS

- A. EV Updates: TESLA Supercharger- Continuing to work with TESLA to install Charging stations behind DVP. Secondary system from other company on the top floor of the parking structure
- B. Surfers Point – Charging \$1.00 per hour 9:00 A.M. – Close. Should be installed by the end of the week. Free From 5 A.M.-9 A.M. Parkmobile to implemented at the same time.
 - a. A date has been set for Council action to direct fees generated from Surfers Point lot to the Parking District on March 22.
- C. Parking Structure Space Reduction/ -Fencing
- D. Main St. Closure -Extended to January 7, 2022
- E. Mission Park Parking Project Update
 - a. The project will go out to bid in mid to late April and will be built to span the June-July time period so that it spans both Fiscal Years.
- F. Downtown Parking Study and Mobility Action Plan Update -Long Term-On Hold
- G. Downtown Parking Structure Update –Palm St/ Santa Clara St -On Hold

ADJOURNMENT [3:52 p.m.](#)

ADMINISTRATIVE REPORT

Date: April 13, 2021

Agenda Item No.: 3

Parking Advisory Committee Action Date: April 15, 2021

To: Downtown Parking Advisory Committee
From: Rick Gallegos, Civil/Transportation Engineer
Subject: Capital Funding and Projects/Programs

RECOMMENDATION

Provide direction to prioritize the list of projects and programs for the use of funds from the Downtown Parking District.

SUMMARY

Capital Projects and Programs Plan

In January 2009, the City Council approved the establishment of the Downtown Parking District. The Ordinance that established the district set out a list of projects and programs that will be eligible for the use of net parking district revenues if any. Although during the 2021-2022 fiscal year we anticipate that there will be limited net revenues because of COVID-19 impacts and the reduction of paid parking spaces downtown. Attached is a list of Capital Projects and Programs that has been put together over several years. We want the Committee to discuss priorities for the use of our net revenues. If any committee members would like to add an item to the list please mention it during this discussion. Next Month a list will be put together to vote on the priority list of projects. If there are any new projects, a cost will be estimated and placed on the list to pick from.

The list of eligible items are:

1. For purchasing, leasing, installing, repairing, maintaining, operating, removing, regulating, and policing of pay stations and/or parking meters in the parking district and for the payment of any and all expenses relating thereto.
2. For purchasing, leasing, acquiring, improving, operating and maintaining on- or off-street parking facilities.
3. For installation and maintenance of alternative mode programs, landscaping, pedestrian linkages, sidewalk cleaning, street furniture, way finding systems, and traffic-control devices and signals.

4. For the painting and marking of streets and curbs required for the direction of traffic and parking of motor vehicles.
5. For proper security within the district.
6. For the proper regulation, control, enforcement and inspection of parking and traffic upon the public streets and off-street parking facilities.
7. To be pledged as security for the payment of principal of and interest on financing mechanisms used by the city to meet any of the purposes authorized by this section.
8. For transportation and parking planning, marketing and education programs related to the Downtown Parking District.
9. For construction and maintenance of public restrooms that enhance parking facilities.
10. Revenues from residential parking permits may, in addition to the foregoing, be used for sidewalk, landscaping and other transportation, pedestrian or bicycle enhancements on streets where the residential permit parking is provided.

Annually, the Committee discusses the prioritization of projects and programs.

Attached is a preliminary staff recommendation for projects and programs in a priority order. Staff is asking the Committee to weigh in on the projects and programs on the list and prioritizing the list.

ATTACHMENT 1

Downtown Parking District Capital/Programs Priority List

**2021 Priority List for
Downtown Parking District
Capital Projects and Programs**

<u>Priority</u>	<u>Project Description</u>	<u>Estimated Cost</u>
1.	Long Term Parking Study.....	\$209,000
2.	Electronic Parking Space Information Signage at Santa Clara Street Parking Structure.....	\$50,000-\$120,000
3.	Replacement of parking payment system at Harbor Blvd Parking Structure)	\$300,000
4.	Increased Security Presence (Ambassador).....	\$150,000/year
5.	Police Security (One additional Police Officer).....	\$200,000/year
6.	Increased Sidewalk Maintenance and Repair.....	\$50,000/year
7.	Welcome to Downtown Banner.....	\$95,000
8.	300 block Santa Clara Street parking lot Paving, Striping, and Landscaping Refurbishment.....	\$200,000
9.	Palm Street Lighting Upgrades.....	\$260,000/block
10.	Sidewalk Cleaning.....	Varies (Annual)
11.	Street Furniture (bike racks, benches, bike lockers).....	\$50 to \$500/location
12.	Marketing program for Downtown.....	\$5,000 to \$20,000/year
13.	Transit Passes for Downtown Employees.....	~\$500/year per employee
14.	New Parking Structure (including restrooms) (On Hold).....	\$20,000,000 - \$25,000,000

Potential Projects not on list

- Year-round decorative banner program
- Public Restrooms (shared funding with other programs)..... \$150,000 - \$200,000 per
- Security Cameras in Beachfront Parking Structure..... \$60,000
- Upgrade lighting in Santa Clara Street parking structure to LED lights \$30,000 - \$115,000
- Upgrade lighting in Beach parking structure to LED lights..... \$30,000 - \$115,000
- LPR Cameras for Cadet Vehicles..... \$50,000
- Surfers Point improvements Surf Racks, Hot Showers, ??.....\$??