

**DOWNTOWN PARKING COMMITTEE
OF THE CITY OF RIVERSIDE**

MINUTES

**Fifth Floor
Large Conference Room**

**November 5, 2010
3:00 PM**

Members Present: Brian Percy, Janice Penner, Crista Curtis, Norm Gritton, Krysti Bellavia,
Barry Hildebrandt, Craig Johnston

Members Absent: Bill Bromley, Cindy Thielman-Braun

Staff Present: Jenna Combs, Kristi Smith, Steve Libring, Arlene Armendariz

Diamond Staff:

Guests:

1. Call to order

Chairman Percy called the meeting to order at 3:00 P.M.

2. Community Comments

This time is provided for questions and comments from the community. The Downtown Parking Committee can take no action on issues raised from the community; however, such issues will be referred to staff for inclusion in the following agenda, as appropriate.

There were no comments received.

3. Minutes

No Minutes were provided for November 15, 2010. Staff said the minutes would be provided in the November 17, 2010 Agenda.

4. Old Business

There were no old business items reported.

5. New Business

Continued Discussion of DPC

- Purposes, Powers, and Functions
- Bylaws/Revisions
- Future Recommendations

Chairman Percy asked DPC members to review Section 2. - Purpose on page 1 of the DPC Bylaws. He asked if they agreed with this section or if they had any changes to propose. Member Penner questioned the term "Consult" or "Advise" Parking, Traffic, and Streets Commission (PT&S), under this section. She said DPC has always operated autonomously

without interaction. She added that there has never been a mechanism in place for DPC to interact or advise PT&S, other than through the liaison.

Chairman Percy asked Member Curtis, the current liaison for PT&S, to comment on what PT&S may consider DPC's role to be. Member Curtis responded that at the last PT&S meeting the DPC duties were discussed, and comments were made as to who's doing what and how the duties and responsibilities should be divided. She noted that there could be projects that overlap PT&S and DPC, such as the Wayfinding program for the downtown area, which was presented to PT&S and not to DPC. She also noted that DPC may only focus on the financial part of the parking program. She said PT&S rarely have items of interest placed on their agenda other than approving preferential parking zones.

Chairman Percy gave a brief overview on the history of DPC. He explained that the DPC had been operating autonomously from the beginning. He said there was no reporting back to PT&S other than when former member Bob Krieger provided a report. Chairman Percy commented that DPC's purview for the parking system has always included parking lots, structures, and parking meters in the downtown area. He added that DPC managed the utilization of on-street parking, which included red zones, yellow zones, timed zones, and metered zones to address turnover and evaluate the parking system. He said PT&S had no involvement. Chairman Percy said that DPC also operates at the speed of business, moving quickly through the system. He said now this second layer process may slow things down.

Member Curtis stated that the question is should these items go to PT&S and not DPC in order to fill their agenda, which is currently not full. She asked, do we need PT&S, do we need both committees? Chairman Percy responded that downtown parking issues were addressed by DPC and the rest of the City was addressed by PT&S. He noted that participation from PT&S may have tapered off to the level that monthly meetings were no longer held.

Member Hildebrandt suggested that DPC could only focus on; downtown parking issues, Diamond's contract, and adding perspective when necessary. He added that with 350,000 residents in Riverside there should be a lot of other issues that could be addressed by PT&S. He said there is a delicate balance as to what both committees should do.

Member Penner commented that from a government/organization perspective the rational for parking, parking control, access, and supply has an impact on business and how it succeeds. She said it is all wrapped into the cost of parking supply. She said the DPC dealt first with the finances because the facilities were not being managed properly. She added that there has always been a disconnect between DPC and PT&S. Member Penner explained that the DPC has dealt with a depth of issues, whereas PT&S dealt with the mechanics as they impact the citizens and businesses. She said DPC dealt with the operation of a parking program, and when the question whether to sunset DPC arose, it was decided upon then to find a home for it. She suggested that the DPC get out of this position, because there is a rationale and a reason for DPC to exist. She added that the parking supply and costs are still as important to the business community as it was back then, so to disband the DPC basically takes away the voice of businesses. She noted that in her perspective DPC was forced under PT&S, and if DPC believes

that it has a purpose then they should establish themselves as they were, independent of any particular commission.

Chairman Percy stated that everything ties into operations but then there are the political aspects. He said several various committees or commissions that were not compliant with the laws and the Brown Act were revised whereas DPC now had to file disclosure statements and terms and appointments were established. He added that DPC became a structured enterprise under PT&S.

Chairman Percy noted that Councilman Gardner sees the value of DPC becoming its own entity and would support DPC to become autonomous. He reiterated what Councilman Gardner suggested; that DPC review their purpose and present to it to the Government Affairs Committee, and that he would request to sit on the Committee when this matter is reviewed.

Member Curtis asked how DPC is set up compared to PT&S. Kristi Smith, Deputy City Attorney, responded that DPC is unique it has 5 members from the downtown, 1 representing the Chamber of Commerce, 1 representing Riverside Downtown Partnership, Ward 3, and PT&S. She said any recommendations are supposed to go through PT&S then PT&S would consider forwarding them on to City Council for approval. She said no reports go to City Council that are presented to DPC since the proposed rate changes the first time they were reviewed by DPC prior to City Council approval. She added that now the resolution was amended to include adjustments to rates administratively.

Ms. Curtis asked if the DPC became their own board or commission, would they have to change the way members are selected. Ms. Smith responded that that would have to be discussed because all other commissions are set by the City Charter. So the Charter would have to be amended to include DPC. Chairman Percy noted that the Charter Review Committee will be addressing issues early next year so now is the time to make any recommendations so it goes through the process.

Ms. Smith briefly reviewed conflict of interest matters that DPC members would have to excuse themselves from voting on. Chairman Percy briefly explained the scope of DPC and their oversight of the parking program, which included review of the Parking Management contracts, with Ampco System Parking, and now with Diamond Parking. He said the DPC not only reviews time zones or loading zones. Ms. Armendariz stated DPC would review the proposals received, then sit on the panel when the City would interview companies for selection, and also review the scope of services, not the contracts.

Member Penner stated that if there is intent for this committee as noted, it is not reflected in the Bylaws. She said the intent arose from the need to get input from the business oversight, so the document should be changed, not the DPC.

Action: Motion by Janice Penner, seconded by Norm Gritton, that the DPC pursue through the appropriate channels, such as the "Governmental Affairs Committee" DPC's intent to become an autonomous commission. Motion carried unanimously.

Member Curtis asked if there should be continued collaboration between PT&S and DPC. Ms. Penner noted that the Liaison with PT&S should continue because there are a number of related issues that PT&S should be aware of.

Ms. Smith stated that the DPC would need to outline what they do and what they want to continue to do and that they do not want to report to PT&S with any issues. If there are issues relative to both, then they would divide the responsibility.

Member Penner said that the DPC's primary focus is parking and what could impact parking. Any traffic or street issues, traffic signals, left turn access, etc., would be PT&S. DPC would only focus on parking issues. Any overlap issues would go to both PT&S and DPC.

Ms. Smith stated that the DPC Chairman would be responsible to request this item to be placed on the Agenda for Governmental Affairs or speak with the Chairperson or Councilman Gardner.

Ms. Smith also noted that the Bylaws would need to be revised to change meeting date and times as well as add ethics information. She said the DPC would make these revisions.

6. Reports

- Brief Reports on conferences, seminars, and meetings attended by the Chairman or Vice-Chairman

No report presented.

7. Parking Committee Comments

Parking Committee members can bring up topics of conversation for possible future agendas at this time.

No topics were mentioned.

8. Adjournment

Chairman Percy adjourned the meeting at 4:31 PM, November 17, 2010, 5th Floor Conference Room, City Hall.

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