

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

**M I N U T E S**

**Fifth Floor  
Large Conference Room**

**September 15, 2010  
3:00 PM**

**Members Present:** Brian Percy, Barry Hildebrandt, Janice Penner, Krysti Bellavia, Crista Curtis, Cindy Thielman-Braun  
**Members Absent:** Craig Johnston, Norm Gritton, Bill Bromley  
**Staff Present:** Jenna Combs, Arlene Armendariz, Cynthia Zuniga  
**Diamond Staff:** Griselda Santos, Joe Cisneros  
**Guests:** Amy Aldana, Mike Gardner, Kristi Smith

**1. Call to order**

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

**2. Request approval of Minutes dated July 21, 2010**

**Action:** Motion by Chairman Percy, seconded by Member Penner, to approve the Minutes of July 21, 2010. Motion carried. Member Thielman-Braun abstained.

**3. 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.

No community comments were received.

**4. Old Business**

No reports were given.

**5. New Business -**

- Discussion of DPC

Chairman Percy briefly explained that this item was placed on the agenda to educate the DPC members about the history of how the DPC came to be in order to help the committee understand their function as it pertains to Parking, Traffic & Streets Commission (PT&S) and City Council. Kristi Smith, Supervising Deputy City Attorney, introduced herself and explained that in 1994 a task force was created at the direction of the City Council. She said in 2002 the DPC became a subcommittee that would be advisory to PT&S. Ms. Smith said that although DPC can change its own by-laws, it cannot change Council directive. Ms. Smith suggested that DPC update its by-laws. Member Thielman-Braun stated that DPC makes decisions for parking regarding finances. Ms. Smith corrected the statement by saying that DPC only makes suggestions or recommendations and that Council makes the decisions.

Councilman Gardner suggested that DPC create a proposal or recommendations identifying their function and present the report to Governmental Affairs. He said he would substitute at that meeting.

After further discussion, Member Penner agreed with Councilman Gardner and made the following recommendations.

**Action:** Motion by Member Penner seconded by Member Hildebrandt, to hold the next DPC meeting specifically to identify the role of the DPC; whether to separate from PT&S; use the Utility Board format for DPC by-laws; and present the report to Governmental Affairs within 60 days. Motion carried unanimously.

## **6. Reports**

- Diamond Parking Financial Reports – Parking Lots and Metered Area

Griselda Santos of Diamond Parking briefly reviewed the financial picture for the parking lots and parking structures for the month of August 2010. She reported revenue in the amount of \$42,265.15 expenses were in the amount of \$46,541.83, the deficit was in the amount of \$4,276.68. Ms. Santos briefly reviewed the financial picture for the metered area for the month of August 2010. She noted that the City's net receipts were in the amount of \$72,996.23, after deducting expenses.

- Repair Update – Provided by Diamond

Ms. Santos of Diamond Parking briefly reported on the repairs completed in the month of August 2010.

- Occupancy Report – August 2010

Ms. Santos briefly reviewed the Occupancy Reports for August 2010. Ms. Santos asked if the DPC wants occupancy reports to start reflecting handicap parkers. Chairman Pearcey requested a separate line item to reflect these numbers. Ms. Santos responded that this can be done on an as needed basis.

- Ambassador Report

Member Penner briefly reviewed the Ambassador Report, and informed the DPC members that other than skate boarders, everything is going well.

- County/Court Report

No reports were presented.

- Marketing the Availability of “Free” Parking

Member Penner mentioned that the status of the parking garage signs is not clear and that she has not been billed for them yet. Member Hildebrandt mentioned that he only wanted to soften the Downtown reputation to make it more inviting, and that he believes the effort is being made. All agreed there is no need to have this item on the Agenda at every meeting.

- Parking Fund Monthly Report

Ms. Armendariz briefly presented the Parking Fund Monthly Report.

- Staff Reports

No report presented.

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

Member Hildebrandt reported on a meeting he attended regarding the Aquatic Center at RCC. He said that events are being booked three years in advance due to the centers popularity and that the center should be opening in January 2011. Member Hildebrandt also stated that the Center should be good for downtown Riverside in bringing visitors to the area.

## **7. Parking Committee Comments**

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

Chairman Percy said that he would like to discuss handicap parking and added that he would like a report on the number of confiscated placards. Chairman Percy said he would like this item added to agenda tracking list.

## **8. Adjournment**

Chairman Percy adjourned the meeting at 4:43 P.M., to October 20, 2010, 5<sup>th</sup> Floor Conference Room, City Hall.

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