



# Memorandum

**TO:** TRANSPORTATION AND ENVIRONMENT COMMITTEE

**FROM:** John Ristow  
Director of Transportation

**SUBJECT:** SEE BELOW

**DATE:** September 18, 2019

Approved

Date

9-25-19

**SUBJECT: DOWNTOWN PARKING BOARD FY 2018-19 ANNUAL REPORT AND FY 2019-20 WORKPLAN**

## RECOMMENDATION

Accept the Downtown Parking Board (DPB) Annual Report for FY 2018-19 and Workplan for FY 2019-20.

## BACKGROUND

San Jose Municipal Code Section 2.08.030.C and Council Policy 0-4, Consolidated Policy Governing Boards and Commissions, Council Policy 0-4, require each board and commission subject to Section 2.08 to submit their annual report of accomplishments and annual workplan of activities to be undertaken, to the designated Council Committee each fiscal year. The Transportation and Environment Committee is the designated Council Committee for the Downtown Parking Board.

At its May 1, 2019 meeting, the DPB preliminarily approved staff's recommended draft workplan and subsequently approved the final workplan and FY 2018-19 Annual Report at its September 4, 2019 meeting.

## ANALYSIS

Highlights of the Annual Report include the Boards ongoing focus on review and recommendations related to the Parking Fund financials and Capital Improvement Projects. Additionally the Board oversaw the review of various parking policy items and:

- Approved the Deployment of License Plate Recognition (LPR) technology at the City's eight off-street parking locations and the development of an LPR Use of Data Policy as required by California State Law
- Reviewed downtown parking inventory and discussed future impacts from downtown development

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The FY 2019-20 workplan focuses on the Board's continued review and recommendations related to the City's General Purpose Parking Fund (Fund 533), both operating and capital, and general operations/policies of the City's on- and off-street parking programs.

/s/

John Ristow

Director of Transportation

For information or questions, please contact Heather Hoshii, Division Manager, Department of Transportation at (408) 793-4131.

Attachment A: FY 2018-19 Downtown Parking Board Annual Report

Attachment B: Proposed FY 2019-20 Downtown Parking Board Workplan