



# Memorandum

**TO:** TRANSPORTATION AND  
ENVIRONMENT COMMITTEE

**FROM:** John Ristow

**SUBJECT:** SEE BELOW

**DATE:** September 16, 2020

Approved

Date

9/24/20

**SUBJECT: DOWNTOWN PARKING BOARD FY 2019-20 ANNUAL REPORT AND  
FY 2020-21 WORKPLAN**

## **RECOMMENDATION**

Accept the Downtown Parking Board (DPB) FY 2019-20 Annual Report and FY 2020-21 Workplan.

## **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.

Due to the impacts of the COVID-19 pandemic, the June 3, 2020 Downtown Parking Board meeting was canceled. At its September 16 meeting, the DPB approved staff's recommended FY 2020-21 workplan and FY 2019-20 Annual Report.

## **ANALYSIS**

Highlights of the Annual Report include the Board's 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 a long-term parking agreement that was then approved by City Council for the planned hotel at 8 N. Almaden Boulevard
- Reviewed and approved proposed lease terms with Caltrans for the Woz/87 lot
- Reviewed conceptual parking programs and rate strategies

The FY 2020-21 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 2019-20 Downtown Parking Board Annual Report

Attachment B: Proposed FY 2020-21 Downtown Parking Board Workplan