UNIVERSITY of HOUSTON
Transportation and Parking Advisory Committee
Meeting Minutes for January 19, 2018

Voting Members in Attendance:  Andrew Bahlmann
Elliot Kauffman
Jeremy May
Ruth Manny
Elise Myers
Reed Fryar

Guest in Attendance:  None

General Meeting
I. Open Forum

Committee Meeting
I. Welcome

II. December Meeting minutes were approved.

III. Parking Rates – Since the last meeting TPAC committee voted on a 10% increase with an adjustment to the Faculty/Staff ungated and student garage for the first year. Emily Messa, Bob Browand, Neil Hart, and Andrew Bahlmann met with Administration to talk about recommendations and share the concerns of the TPAC committee. We are looking at the following items to help reduce the cost further down the road:

- After Garage 5, financing any garages from a 20 year to 30 year bond
- Running several scenarios that would have a specific effect on the rates
- Katy Campus parking will be part of the project and not a cost absorbed by PTS
- Possible Transit Fee approved through the Student Government

There was a discussion about the two pathways for getting the Transit Fee approved. The first is through SGA, approved by the SGA President, then Dean of Students who puts it into action with the approval of the Student Fees Advisory Committee. The second is through an Administration process which requires quite a bit of documentation on how they can increase or allocate the fees. You can asked for a fee increase up to $5.00, without going through SGA, anything above that amount will have to go through SGA. The rate increase we have agreed to is the highest it can be. If we can, action will be taken to decrease these further.
IV. Zone Parking Plan – Slides of the layout of the Zone Parking areas was presented. Faculty/Staff lots will not be affected, you will still have the ability to move from lot to lot. However, the Student Commuter lots will be section into Zones as follows:

- Zone A - Lots north of Elgin
- Zone B - 16B, 18A lots will go away for construction of Garage 5
- Zone C - 18A & 19C-B lots, leaving Residential Reserve lot alone for this year, the plan is to transition to the Residential Parking System in 2020
- Zone D - 20A & 20C lots
- Zone E - 4A & B lots near Bayou Oaks, Bayou Oaks will be included in Zone E but will be a Zone E Resident permit and are sold one-to-one
- Zone F – 9C & 8A lots, Cambridge and Cullen Oaks will be a part of this Zone as a Residential permit
- Zone G – 12A lots
- Zone H – Remote campus

With the space that we have dedicated to each zone, calculated by the over sale we should with this zone at least meet if not exceed the permit sales projection. In an effort to notify everyone, in addition to social media, we are working on mini Town hall meetings, different tabling’s, possibly working with the college communicators to the UH communicator network to try and host town halls at individual colleges on certain days, and pop up events in the parking lots just to name a few other ways of communicating the rate increases and program changes. The project start date for Lot 18A going offline will be some time after graduation. Once the relocation of the loop road is completed then we will start on garage #5.

**Motion** – Move to approve Zone Parking Plan, properly 2\(^{nd}\), majority approved. Motion pass.

V. New Business – A new bus route was started yesterday (1/18/18) which is designed to get faculty, staff and students from Southside of campus to Northside of campus. Route starts at 8A, comes up to entrance 14, makes a drop off at PGH, comes up to entrance 16, drop off at Moore School of Music gallery area, goes through loop road 18A, stops at the Lofts Law center, comes down Calhoun, goes into entrance 1, stops at Hilton, make the turn in front of villages, cross over at entrance 6 on to Wheeler, take Wheeler down and come back around. It will not stop at the apartments, they have their own buses. The route runs Monday – Thursday, 9am to 6pm currently we are working on additional signage and posting in the shelter stops area. The bus runs Fall and Spring only. A communication went out to the target groups last week, with a follow up email yesterday. The signs are expected to be up next week, announcements are on social media, UH website, news release with more promotion to come.
VI. Parking & Transportation Updates

- Communications provided a slide presentation of some of the major pieces of information going out: Coast Metro Lunch & Learn with Faculty and Staff, getting ready to post a blog about the Parking Guidance System, Back to School messaging. Gated Lot emails are going out, as we move over to the T2 system, those individuals are being notified. New Shuttle route messaging has started, Discover Bus event at the end of January, and working through the Permit Waitlist. Creating a project update page so people can see what going on at the UH campus. Preparing for notification of the new rate changes.

- Customer Service Updates – Worked the waitlist for the student garages and student annual, we have exhausted all the wait list except the student Welcome Center. Turned the East and Stadium garages back on. For the Faculty/Staff waitlist we have emailed the ungated waitlist, will turn on a small number (20) permits for general purchase. Planning for upcoming events and communication, Coast will do on the spot signs ups, the big focus is getting ready for Spring Permit Sales and building the permits for that launch. Met with WWL the permit provider for campus to discuss making a more secure permit that minimize forgery of decals, considering a more reflective surface vs the hologram, in addition to the design of the new Zone Parking decals.

- Winter Maintenance – Just complete the winter maintenance, spent most of the day de-icing the garages and stairwells.

- Director – Met with ERP Planning Committee to discuss ERP 18 Temporary Lot agreement, which ends March 2018. The purpose of those lots was to provide parking through the construction of Garage 5, with the postponement of Garage 5, we have requested an extension of that agreement for another 5 years which should get us through construction of Garage 6. Final approval will need to go through Facilities Committee. Houston Forensic will be moving into building #14 and part of their lease agreement includes 275 parking spaces. We still have KHOU parking on campus due to damages to their building. They will be here until the end of 2018. We had to close down the bridge that connect the WC Student garage and WC garage for about 2 weeks due to an expansion joint issues. The bridge is structural sound and is now open, but there are repairs that will need to be made which is plan during Spring Break. Planning short interviews for the RFP Shuttle Bus Service with AFC and Groome Transportation. Conducted interviews for the new Program Director, finished selected employee references today, will submitting paperwork to the Business office so they can process and get it to HR. Transportation Demand Managers position will be posted by this evening. Gated Lot Conversion/Health District - met with the Dean’s and others, which will be impacted by this conversion to discuss the situation. We ask them to help get the word out that the health lot is open, patients can park there which is just an open
parking lot. Patients can still park at the WC garage and use the validations that are provided by clinic. Tentatively my by the middle of next month the operation will be up and running. Going to a new validation system with T2 Flex called E-Val. Each department will have representatives from each clinic approved to validate parking tickets. Have been in meetings to discuss improvements to the intersection in front of the WC Student parking garage and the Medical building. Working on several option to get patients safely across the street.

VII. Member Items

- Committee member is seeing a lot of illegal parking in loading docks, and handicap spaces around HSC, SR2, and Lot 14 typically after 5pm, just to name a few. PTS will make sure those area are patrolled.

Adjournment at 2:56p

Next Meeting

Date: February 16, 2018
Time: 1:30p – 3:30p
Location: PTS Conference Room, Stadium Parking Garage