Meeting Minutes

Date: Friday, Oct. 21  
Place: PTS Conference Room – Stadium Parking Garage  
Time: 1:30 – 3:30 p.m.  

Committee members present: Shawn Vaillancourt, Lynn Smith, Matthew Castillo, Elliot Kauffman, Andrew Bahlmann, Ruth Manny, Elsie Myers, David Gratvol, Jeremy May, Kamran Riaz, Bob Browand, Clifford Kennedy, Leighanne Dean, Eric Holamon, Jessica Mize  
Open forum participants: Frontier Fiesta parking request/proposal: Jeffrey Hong, Keith Kowalka, Katy Kaesebier, Kaley O’Brian

1. Open Forum  
   a. Frontier Fiesta (will link to presentation once it’s provided)  
      i. 2017 – Frontier Fiesta planning committee would like to hold the event, scheduled for March 10-26, in lots 20A and 20C this year. Requesting change in location from the current agreement to use lots 12A and 12B, as a result of the construction of UH Football’s indoor practice facility that is set to break ground in parking lot 12B before the end of the fall 2016 semester. This plan would also call for the use of two levels of the East Parking Garage for visitor parking  
      ii. In addition to proposing the new location, the Frontier Fiesta committee requested Parking and Transportation Services reduce the charge per space from $5/space to $3.50/space and would like to lock in this rate, along with the proposed parking plan for the next three years.  
      iii. TPAC members deliberated specifics regarding financial concerns and potential traffic and parking impacts before Andrew made a motion to vote on location and budget for the event separately. Lynn seconded it. Unanimous vote to pass motion  
      iv. Elliot moved on motion to vote on this site, amended to a 1-year plan – TPAC voted. Results: 4 yes, 2 no. Motion on location passes  
      v. After much discussion and consideration of a variety of scenarios, TPAC agreed to vote to change the proposal to $4/space. Vote of 5 yes, 1 no. Motion passed  
      vi. Andrew made a motion to approve budget, Lynn seconded it. Vote of 5 yes, 1 no. Elliot clarified this vote was just for this year. He and the committee highly recommend Frontier Fiesta come back after this year’s event to discuss future plans.

2. Approval of September Minutes  
   a. Committee approved

3. Updates  
   a. Communications/Marketing  
      i. Thursday Sept. 29 vs. UCONN  
         • 7 Initial and 7 reminder emails  
            a. All garages
b. Residents
c. General campus
- Redline pushes and banner
- AccessUH banner
- CoogNews banner and link
- Blog post – “Outnumbered”
  a. Media coverage
     i. Chron.com
     ii. ABC 13
     iii. NBC 2

ii. Saturday games
- 7 Initial emails
  a. All garages
  b. Residents
  c. General campus
- CoogNews
- UH Digest
- Social Media

iii. Word on the Street blog
- 4 posts since last TPAC
  a. “COUGARS: Don’t miss the Discover Bus”
  b. “Collaborating with our Coogs”
  c. “Outnumbered: The reality of Game Day Parking”
  d. “Dissecting the ten-year plan”
- 2,932 views from Sept. 16 – Oct. 20
- “Outnumbered” most popular post of this session

iv. Web traffic
- Parking had 8 out of 10 top sites in Auxiliary suite
  a. Game day site - 17,544 page views (20%)
  b. Parking home page – 8,920 page views (9.7%)
  c. Student parking home page – 6,712 page views (7.3%)
  d. Cougar line home page – 4,992 page views (5%)
  e. Maps page – 3,402 (3.7%)

v. NACAS National Conference Oct. 9-12
- Over 25 attendees in session
- Dozens questions

vi. Cougar Resource Fair
- COAST promotion
- Car Wash Giveaway

vii. Discover Bus
- 10/20 recap
- 11/17 preview

viii. METRO
- Ride free to the polls promotion
- F/S info session scheduled for 11/1
  a. Sold out in 90 minutes
  b. COAST enrollment available on-site
  c. Fuel savings calculated on-site
ix. PTS appearance at Staff Council’s Conversations with Staff Council
  - Dozens of questions
  - Event opener

b. Operations
  i. General update:
    - Winter Maintenance in progress, getting contract signed. Hope to start day after graduation
    - Gated Parking Lot Conversion – Moving from Basis software to T2 to be consistent with garages
    - East Parking Garage – Working on changing the cables from Copper to Fiber for better communication feed
    - Bird Deterrent at Stadium Garage – Pricing for panels to prevent birds from nesting inside the 2nd and 3rd levels
    - Cameras – in communication UHDP to change outdated cameras at the entrances and exits at the visitor levels of the East and Welcome Center parking garages.
  ii. Upcoming construction
    - Lot 12B impacts with Indoor Practice Facility
  iii. Upcoming Events
    - October 29, 2016: UH vs UCF
    - November 12, 2016: UH vs Tulane
    - November 17, 2016: UH vs Louisville
    - November 5, 2016: Houston Alzheimer’s Association Walk
    - November 6, 2016: Walk MS Downtown
    - November 19, 2016: 5K Sidewalk Color Walk/Run/Event
    - Question from Jeremy May about campus impacts from walks. Would like to know ahead of time so he can notify students. Cliff Kennedy and Kamran Riaz advised him on who he should reach out to for clarification

c. TDM
  i. COAST Program update
    - 1,686 Members Currently Participating
    - More than 1,056 parking spaces offset; equivalent of lots 20a and 20c

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<th>Current</th>
<th>FY17 Goal</th>
<th>Variance</th>
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<td>METRO Ridesponsor Student</td>
<td>998</td>
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<td><strong>Spaces Offset</strong></td>
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ii. Student Discounted METRO Q-Card Program
- FY17 cards issued and picked up:
  a. Discounted Q-Card: 294
  b. Day Passes: 37

iii. DoubleMap
- Admin site is live; currently reviewing, running reports
- Will run shadow system for about 30 days, will then roll out to community once it’s shown that it’s all good

4. Old Business
   a. Athletics request update
      i. Eric stated that he had yet to meet with SAAC, hoping to touch base soon.

   a. Preliminary discussion
      i. Bob just reminding committee that we need to begin thinking of rates for 2017-2018. Would like to bring the idea of discussing rates for 2017-2018 and 2018-2019, as that would get parking through construction of next garage
      ii. Elliot said he would touch base with SGA about supporting a transit fee
      iii. Committee then discussed the new MOU regarding Real Estate and parking spaces at ERP planning
      iv. Elliot wants to coordinate plan with fellow committee members regarding issue of needing all new buildings to be responsible for covering a percentage of the parking that is displaced. Kamran, Jeremy and Ruth all chimed in on this. Jeremy and Ruth have previously written a proposal for this. Kamran wants to get everyone from Faculty Senate, Staff Council and SGA on board, because they are all impacted by this.
      v. Elliot mentioned excited about taking the lead on this. Jeremy will send previously prepared proposal to Elliot as a starting point

6. Member Items
   a. Jeremy asked what enforcement revenues have been like this year, as he was parking illegally for a month and nothing ever happened.
      i. Bob said that will go away with the new T2 system PTS will be converting to
   b. Elliot – discussed issue of old maps popping up online, becoming problem as individuals are using outdated maps to get out of enforcement issues.
      i. Also touched on ineffective photos being taken by enforcement officers
      ii. Eric clarified that maps should be good now, may take a while to find those pages on other departmental/college sites
   c. Elliot – unresponsive call button after hours in garages
      i. Eric clarified if you push it once it rings then push it twice it disconnects
      ii. Roger said also depends on other emergencies taking place on campus
      iii. Eric chimed in on copper issues at East Garage
   d. Andrew – asked about lot that shuts down early near law center. Mentioned that law students have gotten ticketed
      i. Eric clarified that it was Law’s request
ii. Andrew didn’t realize that
e. Shawn – giant pit forming in entrance to 18A, might be on the radar already
i. Bob said he’d check to see if that’s on winter maintenance
f. Elliot – has received several issues of speeding instances in Bayou Lot, perhaps we should put some humps in
g. Bob made note that the next meeting will be Nov. 11
   i. Jeremy said he’d be out at a conference but will be happy to participate via email or however he can

7. Adjournment
   a. Andrew motioned to adjourn
   b. Jeremy May seconded