Transportation and Parking Advisory Committee

MEETING MINUTES

Date: January 23, 2015
Place: PTS Conference Room, Stadium Parking Garage
Time: 1:30pm – 3:30pm

Attendees: Ruth Manny, Xiaojing Yuan, Shara Zatopek, Matthew Castillo, Max Ballands, Esmeralda Valdez, Bob Browand, Clifford Kennedy, Jessica Mize, Hira Ahmed, Eric Holoman, Vicky Alsaker, Shibani Banavali, Vemuri Balakotaiah

I. Open Forum
   a. Professor Vemuri Balakotaiah – Reserved parking enforcement policy
      I. Professor Balakotaiah addressed the issue of his reserved parking in lot 19F by the central power plant been occupied by other parkers and discussed about the reserved parking enforcement policy. He suggested that the reserved parking enforcement policy should be enforced on sight rather than self-regulating.
      II. Bob discussed the statistics for the reserved parking enforcement as following for Fall semester:
           Self-regulating: 204 citations issued (57 in lot 19F); 108 cars towed (42 in Lot 19F)
           PTS Testing (12/23/2014 – 01/22/2015) Enforcement on Sight: 9 citations (2 in Lot 19F); 5 cars towed (2 in Lot 19F).
      III. Ruth Manny suggested the reserved parking lot 19F by central power plant to be enforced on sight. Bob suggested a warning email be sent to 19F reserved parkers letting them know the spaces would be enforced on site by parking enforcement.
           i. Motion to vote: first by Ruth Manny, seconded by Matthew Castillo
           ii. All in favor

II. Election of Officers
   a. Nominations for Chair
      i. Xiaojing Yuan – first by Ruth Manny, seconded by Matthew Castillo
      ii. All in favor
   b. Nominations for Vice Chair
      i. Matthew Castillo – nominated himself for the position, seconded by Ruth Manny
      ii. All in favor

III. Approval of November Minutes – Minutes were approved without changes.

IV. Updates
   a. Communications/Marketing (Jessica)
      i. New Student Orientation attendees
      ii. Spring welcome message to all students
      iii. Messaging to individuals on the waiting list for garages
      iv. Creating verbiage for Metro Q card online system
      v. Participated in all Spring New Student Orientations
      vi. Tabling at Student Center to promote shuttle routes to students
      vii. Promoting zip car partnership for future on campus events
      viii. Ongoing process for updating the shuttle videos
   b. Operations/Spring Start-up (Bob)
      i. 4200 Spring parking permits sold
      ii. Garages statistics
         a. 82% WC Garage occupied
b. 92% East Garage occupied

c. 95% Stadium Garage occupied

iii. Lot 1B by Student Center opened up with 55 waitlisted people who have until 31st January to respond.

iv. Lot 15G is still under renovation as it needs intercoms.

v. Winter maintenance repairs for parking lot 12A and ERP are done.

vi. Bayou Oak temporary gravel lot repairs are done and additional signage is also added.

vii. Currently accepting applications for evening Operations Program Manager and Transportation demand Program Coordinator.

V. Old Business (Bob)

a. Cross Walks

i. Bob discussed that Mike Wheeler from Facilities Operations & Maintenance is talking with Paul Hopkins from the city for the sidewalk down the Elgin Street who would come to do field investigation study and Bob will follow up on it.

ii. Bob further mentioned that Trent William from the UH FPC will discuss reducing the lanes on Calhoun with the City of Houston along with adding a single line crossing with raised paves for the WC Garage exit crossing Calhoun. The request will get submitted by June 30.

iii. Bob talked with Mike Wheeler about the CenterPoint access drive into Lot 9C. Mike is waiting for approval form CenterPoint to close the drive.

b. Special Permits (i.e. Emeriti, retiree, departmental, etc.)

i. Bob went over the special parking permits and voting was done.

ii. Retiree Permit: ½ price of regular ungated F/S permit with access to non-restricted parking space in ungated lots

• Motion to vote: first by Ruth Manny, seconded by Chair Yuan.
• All in favor

iii. Emeriti Permit: Complimentary parking permit with access to non-reserved parking area

• Motion to vote: first by Shara Zatopek, seconded by Max Ballands
• All in favor

iv. Departmental/Recreational: Bob will relook into these permits and will come up with the price in the next meeting.

c. Parking Allocation Transformation Recommendation

i. Esmeralda Valdez will follow up with the Administration and Finance and will let the committee know in next meeting.

d. Reserved Parking Enforcement Survey

i. Bob showed the reserved parking enforcement survey template to the committee for suggestions/modifications. Suggestion made by the committee to reword some lines to make it clearer.

• Motion to vote for the suggestion made: first by Shara Zatopek, seconded by Mathew Castillo
• All in favor.

VI. New Business (Bob)

a. Change to Visitor/Event Parking Framework – information only

i. Bob discussed about the change to the Visitor/Event Parking Framework for the maximum hours charged for the non-university events. Maximum hours charged for the outside university events to increase to 7 hours from 5 hours and the UH departmental events should remain same.

ii. Ruth Manny suggested to restrict the non-university events to after 5pm or weekends.

iii. Clifford Kennedy suggested to keep the non-university events on Friday after 12:00.

iv. Esmeralda Valdez discussed to look at it on a case by case basis to decide on the hours for the
non-university events on campus.

b. New parking at ERP – information only
   i. Bob: Expansion of student parking at the ERP. There will be 1000 temporary spaces added in the student parking at the ERP. FPC is working on the pricing and the goal is to have them ready by Fall 2015.

VII. Member Items

VIII. Adjournment – Meeting was adjourned at 3:40 p.m.

Next Meeting
Date: February 13, 2015
Time: 1:30pm to 3:30pm
Location: PTS Conference Room – Stadium Parking Garage