Transportation and Parking Advisory Committee
MEETING MINUTES
Date: February 13, 2015
Place: PTS Conference Room, Stadium Parking Garage
Time: 1:30pm – 3:30pm

Attendees: Shawn Vaillancourt, Ruth Manny, Xiaojing Yuan, Shara Zatopek, Bill Ashley, Dan Olivarez, Matthew Castillo, Clement Agho-Otoghile, Max Ballands, David Kazanci, Esmeralda Valdez, Bob Browand, Paul Lozano, Clifford Kennedy, Darius Dunn, Jessica Mize, Hira Ahmed, Eric Holoman

I. Open Forum – No presenter’s

II. Approval of January Minutes – Minutes were approved without changes.

III. Updates
   a. Communications/Marketing (Jessica)
      i. Campus wide Zipcar message with coupon code sent 02/10/15
      ii. Frontier Fiesta communication plan; messaging to be sent out to campus community starting 02/25/15
      iii. Press release on metro Q card online system
      iv. Press release for new 2015-2016 parking plan
      v. Survey for reserved parkers updated with rewording
      vi. UH meet and greet, participated in 4 tables set-up
      vii. Planning Frontier Fiesta tablings scheduled for 03/10/15 & 03/11/15
      viii. Ongoing process for updating the shuttle videos
      ix. Tabling at ERP to encourage carpool and promote ERP parking.

   b. Operations (Bob)
      i. Lot 1B by Student Center opened up.
         a. 55 total spaces
         b. 40 spaces assigned
         c. Next batch of waitlisted people have been sent an email who have until 13th February to respond.
      ii. Lot 15G renovations are completed now and it will be fully operational as an automated functioning visitor lot with Credit Card use only after Spring 2015 graduation. Athletic/Alumni departments has been notified about the lot switch.
      iii. Currently interviewing for two enforcement assistant replacement positions.
      iv. Paul is currently working to get the markings done for summer maintenance project to be turned in to Facilities Planning & Construction for bidding and contracting.
      v. Upgrading East & Stadium Garage Flex Parking Management system. Changed out IPC computers in Credit Card accepting equipment from Windows XP to Windows 7.
         a. The Flex upgrade will bring more flexibility to the software.
IV. Old Business

a. Cross Walks (Bob)
   i. Bob discussed that Mike Wheeler from Facilities Operations & Maintenance got approval from CenterPoint that the CenterPoint access drive in Lot 9C can be blocked off as long as they can have access to the area. Mike is working on a plan so that the access drive can be blocked as well as given access for CenterPoint.
   ii. Paul Hopkins from the City of Houston came and did the field investigation study for the crosswalk on Elgin Street near the new drive for Lot 16B. The study concluded that a striped crosswalk was not warranted but the City did install a pedestrian crossing sign.
   iii. Trent William from the UH FPC will discuss with the City options for pedestrian crossing on Calhoun, near the WCG. Issues to be discuss include reducing the vehicular lanes on Calhoun, adding a crossing with raised paves and installing lights on the roads surface.

b. Parking Allocation Transformation Recommendation (Esmeralda)
   i. Parking Plan for 2015-2016 was tabled for the time being. Visitor parking rates and permit prices will remain the same as 2014-2015 with no change of economy parking from main campus.
   ii. PTS will make a holistic review the parking program to ensure that it continues to meet the needs of the students, faculty, staff and visitors.
   iii. Opportunity to really access and address the issues as parking impacts:
      a. Campus Construction (MREB)
      b. Metro light rail (late April) – understanding the impact of new METRO Rail will be critical to establishing a parking program
      c. Athletic Programs and events
      d. Garage #5 – metro settlement
      e. Additional parking spaces at ERP – Looking to revamp the ERP shuttle route to meet the expected demand
      f. Parking communication – website, emails, focus groups, surveys
      g. Evaluate the Parking Enforcement Program
   iv. Evaluate the shuttle program to facilitate the use of shuttles to encourage the campus community through communication, marketing and focus groups.

c. Reserved Parking Enforcement Survey (Bob)
   i. Bob showed the updated survey to the committee
      • Motion to vote: first by Vice Chair Mathew Castillo, seconded by Ruth Manny.
      • All in favor
   ii. Bob will also send out the warning email for Lot 19F reserved parkers letting them know that the spaces would be enforced on site by parking enforcement as it was discussed in the last meeting.
   iii. The mass reserved parking survey has been set to go out to all reserved parkers on 02/16/15 and the reserved parkers have been given two weeks to submit their responses.

d. ERP Parking Addition (Esmeralda & Bob)
   i. Bob and Esmeralda Valdez discussed the proposal that they will be presenting to the Campus Facilities Planning committee to get approval for the addition of 1000 temporary spaces, lighting, security kiosk and call boxes to build in the student parking at the ERP. These temporary spaces will be helpful in future to accommodate the campus community for the event programs or weekday games held by athletics.
V. **New Business (Bob)**
   a. Parking Citation Fines
      i. Bob discussed about the parking citation fines and showed the current citation fee schedule and the proposed citation fee with 20% increase across the board and 80% increase for towable offenses proposed by Vice Chair Matthew Castillo. Bob will relook into the fee structure for next meeting as suggested by the committee.

   b. March TPAC Meeting: The committee decided to meet on March 13th for the March TPAC Meeting.

VI. **Member Items**
   a. Max Ballands brings up the discussion for the left traffic light timing problem at Cullen and Wheeler Street. Bob suggested that he will contact Mike Wheeler from Facilities to get the city engage for the timing of the traffic light at the intersection.
   b. Max Ballands further talked about the policy for vehicles driving and parking on the sidewalk in front of the Religion Center. Esmeralda Valdez suggested to have patrolling done at the Religion Center.
   c. Ruth Manny discussed about the addition of health clinics by optometry and possible parking options for patients.
   d. Vice Chair Matthew Castillo talked about the idea of introducing valet parking to campus to alleviate the parking issues for Optometry hospital/outpatient patients.
   e. Bob further discussed that he will look into parking options for Optometry patients and staff.

VII. **Adjournment** – Meeting was adjourned at 3:38 p.m.

**Next Meeting**
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