I. Welcome New Members and Introductions
   a. Introductions were made and Director Browand (Bob) welcomed the new and returning members of the TPAC Committee.

II. Open Forum
   1) Scott Stevenson – UH Faculty
      a. Addressed committee about condition of the temporary (gravel) parking lots, especially the Bayou Oak lot. Requested that the lots be paved. Also requested additional signage to help parkers avoid receiving parking citations. Professor Stevenson’s written request is posted on the TPAC web site.
      b. Bob: Paving the lots is always on agenda, but has been delayed due to funding issues. The land the Bayou Oak gravel lot is on is actually leased to a sorority which may take possession in the near future. For now the pot holes will be fixed and additional signage will be added to make students aware of no parking areas.

III. Election of Officers
   a. Nominations for both Chair and Vice Chair were put on hold until next meeting. All members gave consent to wait for nominations until next meeting.

IV. Approval of May’s Minutes – Minutes were approved without changes.

V. Review TPAC’s Role and Scope
   a. Website provided (http://www/iji/edi/af-committees/tpac.htm) with member information, agenda, and meeting minutes.
   b. Overview of By-Laws
      i. Members Included:
         1. Faculty (3 year terms): 4 nominated by Faculty Senate
         2. Staff (3 year terms): 3 nominated by Staff Council
         3. Students (1 year term): 5 nominated by SGA
      ii. TPAC meets on the 3rd Friday of each month at 1:30 PM at the PTS conference room.
      iii. Bob encouraged each member to take an active role in the committee.

VI. PTS Orientation
   a. PTS’s objective is to effectively meet parking and transportation demands of campus community by providing equitable and quality service.
   b. Auxiliary service, self-funded and self-supporting with no state funds or university funds.
   c. TPAC Committee:
      i. Advisory committee which reports to the Office of Executive Vice President for Administration & Finance. Meets the third Friday of each month.
      ii. Charge is to engage in the exchange of information and ideas and provide advice and assistance to PTS.
   d. Funding Sources for Fiscal Year 2014
      i. 58% Student Permits
      ii. 17% Faculty/Staff Permits
      iii. 16% Visitors
      iv. 9% Parking Enforcement
   e. Expenditures
      i. FY 2014
1. 53% Debt Service
2. 17% Maintenance
3. 15% Shuttle
4. 8% Staffing
5. 5% Support
6. 2% Project

ii. Debt service is the biggest expense; payroll remain constant with the slight increase in salary and wages in FY 2015 as Parking Enforcement now directly reports to Parking and Transportation Services. Project spending suffered the most declining from 19% of total expenditures in 2011 to 2% in 2013.

f. Parking Lots Designations:
   i. 70% Student lots
   ii. 21% Faculty/Staff
   iii. 9% Visitor

g. FY 14 Statistics
   i. Students lots opened up by the Stadium Parking Garage
   ii. Permit Sales even as compared to last year
   iii. Citations issued have decreased from 63,000 in 2011 to 34,000 in 2014

h. Projects:
   i. 38 Faculty/Staff spaces in lot 15C have been eliminated due to construction of the new basketball practice facility
   ii. 224 Faculty/Staff spaces in Lot 19D will be eliminated in November for the construction of the Multidisciplinary Research and Engineering Building (MREB).
   iii. Xiaojing Yuan inquired about any lost spaces coming back in near future while Matthew Castillo inquired about any suggestion or replacement for those lost spaces.
   iv. Bob discussed that only ADA spaces at MREB would return and that no spaces will be re-designated to compensate for the spaces lost.
   v. When asked about notification Bob responded that signage has been posted in Lot 19D since the beginning of Fall 2014 semester but additional notifications will be sending out by marketing/communications once the start date for the MREB construction is confirmed.

VII. Updates
1) Communications/Marketing (Jessica/Emily)
   b. Attended several events including National Night Out, Cougar Resource Fair to market both cougar trax and new Zip Car program.
   c. Printing/Postal: Working on updated parking maps with district colors
   d. Social Media: Game Day Parking information
   e. Action Items:
      i. Emails to be sent out for Spring Permit Registration
      ii. New Student Orientation
   f. Clement brings up the discussion for the game day parking confusion for students parking in garage. Bob said that only donor lots (12A, 12B, 9A & 9C) were closed for Game Day Parking; Students parked in garage were not towed or asked to move their cars.

2) Operations (Paul)
   a. Lot 12A is open now with the availability of 200-300 spaces for students.
   b. Repairs for maintenance to be done in winter break are already been sent to Plant Ops which is around $135,000.

VIII. Agenda items for 2014-2015 (Bob)
1) Parking Rates for 2015-2016 aka: The Parking Transformation Plan
   a. Set parking rate for 1 year only due to the possible construction of another garage in 2016.
b. Eliminate economy parking on central campus
   i. Institute an ERP Parking Permit which allows parking on central campus during non-peak hours.
   ii. Esmeralda Valdez further discussed that the elimination of economy parking will refocus the Parking & Transportation team and create an equitable parking environment.

c. Eliminate the Fall/Spring and Summer parking permits for students and have one annual permit to cover the entire academic year.
d. Increase the visitor parking rates at Garages and Luke meter locations.

2) Review of some PTS Policies and Procedures
   a. Restructure PTS policies and procedures on the PTS website
      i. Relaunch of the Enforcement team

IX. Member Items
   a. Mathew Castillo discussed that proper signage is needed to control the traffic between alley theater down the Elgin street and pedestrians crossing the street.
   b. Dan Olivarez further discussed about the pedestrian sidewalk on wheeler street lot 10A needs proper signage to control the traffic with the pedestrians to avoid potential traffic accident. Bob further responded that Center Point wants that area to be open as they need access at all times but he will talk with them again on this issue.
   c. Esmeralda further discussed to have 1 work order done with the recommended actions shared by the committee for both projects including Alley Theatre & Wheeler Street.
   d. Shawn Vaillancourt & Ruth Manny brings up the discussion for WC Garage exit and pedestrians walking down the street. Esmeralda discussed about getting the city engaged for another study to have engineers come out and reevaluate the issue.
   e. Matthew Castillo talked about the idea of introducing valet parking to campus including in hotel and Optometry/outpatient area.
   f. Restructure after hours parking policies and procedures.
   g. Market ERP with more signage for parking awareness.

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Next Meeting
Date: November 21, 2014
Time: 1:30pm to 3:30pm
Location: PTS Conference Room – Stadium Parking Garage