Transportation and Parking Advisory Committee
MEETING MINUTES
Date: November 21, 2014
Place: PTS Conference Room, Stadium Parking Garage
Time: 1:30pm – 3:30pm

Attendees: Shawn Vaillancourt, Ruth Manny, Xiaojing Yuan, Shara Zatopek, John Fields, Max Ballands, Bob Browand, Paul Lozano, Clifford Kennedy, Darius Dunn, Emily Fahner, Jessica Mize, Hira Ahmed, Eric Holoman, Travis Wisley, Erica Tat, Kelley Poblete

I. Open Forum
   a. Frontier Fiesta
      a. Brandon Blue discuss in detail about the event taking place in Spring 2015 and further to make changes to the Frontier Fiesta agreement that was set in place from last year.
      b. Review of 2014 event:
         i. Included Lots 20A & 20C and East Garage
         ii. Parking Spaces used in 3 phases
         iii. 1-day tear down schedule
      c. Advantages:
         i. Increase guest attendance
         ii. Easy parking for alumni and attendees in East Garage
         iii. Access to surface lots allowed more growth for the event
         iv. Increased carnival booths and more area for concerts
      d. Disadvantages:
         i. Limited room for carnival booths and variety shows
         ii. Continue to grow the cook-off spots at the event
      e. Goals for 2015
         i. Getting other organizations involved
         ii. Attract more students by having three scale concert and adding more carnival rides
         iii. Needing more space for having a large museum, variety shows and carnival booths
         iv. Increase family programming through carnival rides, inflatables and novelties
         v. Move the Frontier Fiesta site from East side to the Stadium
      f. Request to meet goals for 2015
         i. Use of parking lots 12A, 12B and stadium garage with same number of spaces as 2014
         ii. Receive parking spaces in the lots in 3 phases like last year 2014 including Phase 1 March 13 – March 29, Phase 2 March 18, March 29 and Phase 3 March 23 – March 29. The spaces will be open and available on March 30, 2015.
         iii. One day tear down as last year. The Spaces will be open and available on March 30, 2015.
         iv. Displacement of resident students from Cougar Place to park in lots 9B, 9C and 8A.
      g. Bob discussed about the one-time fee for 2015 of the lots 12A & 12B and the stadium parking garage will be $10,750 plus a $500 signage fee. Other costs such as lot cleaning, trash removal and electronic signs will be done separately through Sports and Entertainment. The future discounted fee starting 2016 will be $57,920 for parking areas usage plus the $500 signage fee.
      h. Student section of the Stadium parking garage will be used for the event.
i. Frontier Fiesta would like to have multi-year agreement for the use of parking areas.

j. The terms of the agreement discussed at the meeting were 5 years, 3 years with two 1 year extension and 2 years.

k. TPAC Committee gave consent for having the email sent out to the committee with the summary of Frontier Fiesta asking for recommendations for the event and agreement before the Thanksgiving break to get the votes from all the members.

l. Bob: Communications will send out the News Release for the event and the parking lot closures.

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

III. Approval of October Minutes —Minutes were approved without changes.

IV. Updates
   a. Communications/Marketing (Jessica/Emily)
      a. Currently working on Spring 2015 Student Orientation and Permit Registration
      b. New parking maps with district colors are now folded instead of large maps
      c. Sustainability Festival on 12/03/2014
      d. Social Media: Game Day Parking communication
      e. Promoting zip car partnership in UC Satellite & Butler Plaza
      f. Action Item:
         a. Emails to be sent out for waitlist for Garages
   
   b. Operations (Paul)
      a. Lot 15 will be converting to an automated functioning visitor lot with Credit Card use only. Still needs intercoms and will be fully operational in December 2014.

V. Old Business (Bob)
   1. Shuttle Service Spring 2014 Survey
      a. Statistics:
         i. Campus Loop and Outer Loop the most frequently ridden routes
         ii. Improve shuttle service by increasing shuttles per route
         iii. Improve Cougar Trax by developing a mobile app
         iv. Majority responded being satisfied with the Cougar Line Shuttle system

   2. Work Orders
      a. Bob discussed that the work orders have been communicated to the city regarding the pedestrian walkways in both lot 15B-16D and Wheeler Street; further he needs to check with Center Point regarding the open area on the wheeler street.

VI. New Business (Bob)
   a. Policies for Retiree, Alumni, Departmental Parking Permits, Reserved Parking
      a. Bob discussed about the policy revisions:
         i. Retirees:
            a. Faculty/Staff Retiree: ½ price of regular ungated F/S permit with access to non-restricted parking space in ungated lots.
            b. Emeriti Faculty: Complimentary parking permit with access to non-reserved parking area
         ii. Departmental Runner: $75/year valid for employees to conduct official university business
iii. Recreational: $180/year valid in parking lots 20A, 20C, & 21A only
iv. Alumni: No change; using economy permit
v. Reserved: Bob discussed about the reserved parking self-regulating enforcement policy with the committee.

b. Parking Allocation Transformation
   a. No parking permit increase for Students or Faculty/Staff in 2015-2016
   b. Elimination of Economy Parking on main campus
   c. Economy parking will only be available at ERP and can be used on campus weekdays after 5pm, all day weekends and University Holidays. The rate will be $110.
   d. Elimination of summer permit and make the Fall/Spring permit an annual permit to cover fall, spring and summer semesters.
   e. Cost of Summer Handicapped parking permit will be reduced from $148 to $75
   f. Daily maximum charge for visitors parking both at the luke meters and UH parking garages to increase from $9.00 to $12.00; evening and weekend/holiday rate will also increase from $3.00 to $5.00

VII. Member Items
   a. Ruth Manny suggested that surveys being sent out to the reserved parkers of giving options of either self-regulating enforcement or enforcement on sight to get their recommendations on Reserved Policy.
   b. Shawn Vaillancourt and John Fields brings up the discussion to emphasize and communicate the elimination of economy parking from main campus to ERP and after hour parking on main campus to students.

VIII. Adjournment – Meeting was adjourned at 3:36 p.m.

Next Meeting
Date: TBD
Time: 1:30pm to 3:30pm
Location: PTS Conference Room – Stadium Parking Garage