Transportation and Parking Advisory Committee  
MEETING MINUTES  
Date: December 16, 2011  
Place: Private Dining Hall  
Fresh Food Company @ Moody Towers  
Time: 1:30 p.m.-3:30 p.m.  

Attendees: Leslie Pruski, Emmanuel Papadakis, Jeremy May, Donald Fox, Tommie Trevino, Christian Backstrom, Lucia Ayala, Jeff Syptak, Esmeralda Valdez, Angelar Jackson, Ruth Manny, Syed Kamran Riaz, Bob Browand, Paul Lozano, Eric Holamon, Lindsay Blagg, Leah Wolfthal, Terry Chung, Adrian Edmonds, Lee Ricks, Patricia Aguirre, Carrie Miller, Marcella Leung, Keith Kowalka, Brad Wigtil

I. Open Forum  
A. Frontier Fiesta – Lee Ricks, Adrian Edmonds, Patricia Aguirre  
1. Frontier Fiesta discusses the event in detail and discuss location details  
2. Plan to put up fencing and close lots in two phases  
   a. Phase 1; March 9 – will put up fencing along 12B for Midway portion of layout (approximately 142 spots)  
   b. Phase 2; March 19 – fencing and closures will extend to 12A for cooking sites and carnival booths (12A : 939 – 70 staff spots; 12B: 354 spots)  
   c. March 25 – will reduce fence to Midway during tear down  
3. Frontier Fiesta will be broken down and out of the lots by April 1st.  
4. Committee would like Frontier Fiesta to help with finding solutions and funding for displaced parkers  
   a. Frontier Fiesta currently does not have parking in budget  
   b. possible alternatives: ERP, renting lots from Fingers, Macy’s, TSU  
   c. Browand will look at possibility of portion of 15D ready (stadium construction)  
   d. Frontier Fiesta asked to reach out to Macys, Fingers for possible use of their lot and idea of sponsorship/ad opportunity during event  
5. Browand – requests Frontier Fiesta remind cook off teams to patch holes; charge fee if not done properly; work with PTS on communications - run correspondence by Eric Holamon  
6. Committee and representatives from Frontier Fiesta will review options at next meeting; location is cleared by TPAC  
7. Committee should notify Frontier Fiesta for next year if they would like them to begin including parking costs into annual budget.

II. Introduction of New Members  
A. No new members to introduce

III. Approval of September Meeting Minutes  
A. Approved
IV. Updates & Information Items

A. Pedestrian Safety on Calhoun – Brad Wigtil
   1. Alex Obregon is working on setting up meeting with city; they want to get speed limit down to 25 mph
   2. put back on agenda for next month to report progress

B. Appeals Policy Update – Eric Holamon
   1. second appeals process is in place – Once Linda Steber receives, she schedules hearing
   2. Committee should look at adding process into by laws – 3 committee members will sit on “due process” committee for final appeals

C. Website Update – Eric Holamon
   1. rules and regulations are updated and link added to reduced citation payment schedule

D. Citation Letter Update – Eric Holamon
   1. Discounted payment schedule is now attached to citation email notifications
   2. not added to letters because letters go out after 72 hours when discounts are no longer valid
   3. car must be registered correctly in system in order to receive timely email notifications

E. Stadium Garage Update – Bob Browand
   1. construction is on schedule
   2. people should be able to park in garage during May graduation
   3. long ramp leading to roof parking – looking at options to avoid skateboarders – rumble strips will be first step

F. East Garage Traffic Flow – Bob Browand
   1. changing traffic flow from all two-way; working with Keith Ivy from Facilities
   2. corners are too tight and accidents could occur – change to one way at corners and redirect traffic flow

V. New Items

A. Cougar Village II Parking Proposal
   1. faculty/staff lot will be affected
   2. plan to add two passenger drop off areas, loading zones at loading dock, metered spaces for Health Center
   3. looking at parking lot options – move faculty/staff lot to current RHE lot; add reserved spots for doctors at Health Center
   4. Committee discussed writing a resolution to recommend to the university to add parking relocation costs into construction budget for new buildings
      a. Papadakis- will write first draft of resolution
      b. Browand – will get list of bonds; reach out to other universities to see how they succeeded

B. Shuttle Service RFP Evaluators
   2. Browand would like to get RFP out soon for new contract so vendors can get buses in time
3. would like 3 committee members (faculty, staff, student) to sit on evaluation committee for bids
4. PTS developing evaluations for shuttle service – key performance indicators to measure service
   a. included are: On-time performance, Customer complaints, Vendor response time, Fleet reliability, Driver performance, Secret rider observations
   b. possible additions suggested by committee: safety, cleanliness

VI. Members Items
   A. Papadakis – Five Star conduct
      1. Staff during Dynamo game rude and unhelpful
      2. Five Star is hired by Athletics
      3. Should report complaints to Athletics and contact UHDPS to take care of matters directly at the time of occurrence
   B. Papadakis – What is PTS getting from Athletics for football season parking?
      1. Browand will report at next TPAC meeting
   C. Bob Browand – Quarterly Report from PTS (1st quarter fiscal year 2012)
      1. Revenue Comparison – parking revenues up 11.6% over same period in FY2011 (increased rates of parking permits)
      2. Expenditures – up 24.9% (due to shuttle service increasing price, signage in fall, payroll increases)
      3. Fund equity transfers – up 40.5% (due to debt service for stadium garage)
      4. Available fund equity – down by $1,688,879 (due to funding of stadium garage, PTS cancelled its winter lot maintenance project and will try to make it up if funding available in summer)
      5. Permit sales – students: only up slightly; since enrollment increased, may suggest less students are bringing a vehicle to campus; faculty: sales even
      6. Citations down 4.5%
      7. Tows down 8.9%
      8. Visitor Parking
         a. Luke meters – four added in August 2011 – revenue of $44,000
         b. Welcome Center garage – up 6.4%
         c. East Garage – up 84%

VII. Adjourn

Next Meeting – Tentative Schedule
Date: January 20, 2012
Time: 1:30 p.m. – 3:30 p.m.
Location: Fresh Food Company @ Moody Towers