

AGENDA

Parking and Transportation Sub-Committee

January 17 2023 | 8:30 am

1. **Call to order**
2. **Approval of Meeting Notes: Meeting minutes:** November 15, 2022 minutes approved
3. **Old Business**
 - a. **Grace Period for Violations**

Starting at the beginning of each semester, a 2-week grace period will be given in the employee and student lots. Warnings will be issued during this time. Visitor lot/spaces is enforced at all time (except if it's reserved for an event).
There will be no grace period during the semester following the 2-week period.
 - b. **Parking Codes Issue**

The requesting department will request promo code via email or Parking Needs Form on the Parking website
Option to choose Preset or Unlimited amount

 - Preset will be up-front payment.
 - Unlimited will be billed quarterly via SCR Voucher.

The requesting department will monitor their usage and contact Parking if more are needed.
Chair suggested to make promo code unlimited so we do not run into the problem with visitors. Adding an alert in the system to notify when the usage at a certain level.
VP suggested to provide instructions to the committee so we can overlook.
Concern regarding the misuse the promo code with unlimited option.
 - c. **Cash Payment Process**

The Parking and Transportation Department will be contacting Melissa Hernandez at Student Business Services (SBS) to establish a procedure to accept cash for permits and citations.
Once a week, a representative from Parking will review and collect information from SBS.
 - d. **Handicapped parking -STEM building**

Two President Reserved Spaces will stay at their current location. We will move and even out the handicapped parking spaces in the Lot B employee. Currently, there are 2 handicapped spaces in lot A. President and Provost will replace these 2 spaces. The next two spaces will become handicapped. VP suggested to contact the Students Accessible Services – Dr. Hunter before finalizing this project. Harry will come back with the survey and present to the committee. Reach out to the President Office to confirm the 2 reserved spots in lot B.

e. USA Parking Spot-Req the Spots be Moved Closer to their Respective Buildings

The Parking department will be researching portable signage to move where the USA designate spot is needed. If it's not possible, the sign will stay at its current location. Request to move the sign to be closer to the building. Harry is looking into the option and present back to the committee.

f. Removing the requirement for a parking permit at the Nature Trail lot.

We want to encourage the community to visit and enjoy the Nature Trail and requiring a permit has the opposite effect. No longer needs permits so signage will be updated to reflect free parking at all times.

4. New Business/Announcements

a. New Hawk Express Shuttle Stop and Extended Operation Hours

- Replacing Christ's Church stop with United Way of Houston

Starting from the Spring 2023 semester, United Way of Houston will become a new shuttle stop. It will replace the Christ's Church shuttle stop. Evelyn Fabian, Property Manager, agreed to start a trial at the beginning of Spring 2023 semester.

We will have the trial for 1 month to decide if the stop becomes permanent.

- 6am to 11:30pm

We will extend the shuttle operation hours to range from 6am to 11:30pm to accommodate the student workers at the Library and Rec Center.

b. New bollards at G and D1 lots

Update to new bollards, it will be in phases

Phase 2, we will complete the rest of D1 employee

c. Parking Information Booth moving to new location in Bayou building (B1636)

In the future, the Parking Information Booth will be moving to an Information Desk at Bayou building

VP stated the challenge to parking funding – students, faculty, and staff subsidize bus service and riders don't pay. Leads to unintended consequences, such as parking off campus and riding the shuttle to avoid permit cost. Doing away with paid parking and add access fee to cover all transportation options. This incentivizes using any options you want, without money being a motivation to use one method over another. Riders parking for the shuttle can be negative presence at a business we stop in front.

Mr. Palmer stated Pearland library requested transportation that lines up better with Pearland classes. Classes let out after shuttle leaves. (1-3:50 and 4-6:50 classes are most popular). Transportation Representative: we will look into expanding the shuttle schedule to accommodate Pearland classes in the future as this will required more vehicles and staff

Diesel and/or electric shuttle will be added for Pearland route.

Meeting adjourned.

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