



PARKING ADVISORY BOARD
MINUTES

REGULAR MEETING
April 19, 2021

The Parking Advisory Board convened in a regular meeting via the Zoom online format on April 19, 2021.

I. Board Vice Chair John David Carson called the meeting to order at 5:06 pm.

II. Board Members in Attendance:

- Chair Carina Boston Pinales
- Vice chair John David Carson
- Esther Garcia
- Esther Henk
- Kyle Mylius
- Johnny Finch
- Chris Rue
- Mayor Hughson
- Council Member Baker

Staff Present

- Transit Manager, Pete Binion
- Transit Specialist, Amy Cogdill
- Commander Leonard

III. 30 MINUTE CITIZEN COMMENT PERIOD

No comments read into record

MINUTES

1. Consider approval, by motion, of the following meeting minutes
 - March 15, 2021

A motion was made by Chris Rue, seconded by Johnny Finch, to approve the March 15, 2021 meeting minutes. The motion was carried by the following vote:

For:	4 –	Vice-Chair John David Carson, Board Member Johnny Finch, Board Member Esther Henk, Board Member Chris Rue
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Against:	0
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- Absent: 2 – Chair Carina Boston Pinales, Board Member Esther Garcia
- Abstain: 1 – Board Member Kyle Mylius

PRESENTATIONS

2. 2020 annual review
- Transit Specialist, Amy Cogdill gave the 2020 annual review of the board’s accomplishments
 - Board Member Mylius corrected the presentation that the original pilot program was proposed as an 18 – month program

DISCUSSION ITEMS

3. Hold discussion on downtown parking enforcement and provide recommendation regarding the level of enforcement within the Downtown Area during the ongoing pandemic
- Increased enforcement needs to move in conjunction with an employee parking alternative.
 - There are funds that are still available for the employee parking program
 - \$50,000 total, with money earmarked for the education outreach of program
 - There was six overtime parking citation in March. The other tickets issues were for other offenses
 - The more issues that come up provide opportunity educate people before the parking demand returns to pre-pandemic levels
 - Vice-Chair John David Carson raised concern about the consistency of the parking citations and warning issued
 - Either issue a ticket or only do warnings
 - Booting vehicles could add more teeth to the system
 - There is no consequence for people not paying their tickets
4. Hold discussion on the creation of an ad hoc Administrative Committee to: (1) review and recommend potential changes to the City Parking Ordinances and (2) work with staff to draft written guidelines pursuant to the Board’s charge stated in Article 2(B) of the Parking Advisory Board
- This committee would look at the ordinances and guidelines and bring them back to the whole board to look at and consider proposing to council
 - There is some interest from some board members
 - There are some ordinances from the LPR system and the booting that could be looked at.
 - Include a specific set of items that can be voted on in the next meeting

ACTION ITEMS

5. Consider approval, by motion, of the appointment of a new member of the education committee
 - Board Member Kyle Mylius and Board Member Esther Henk are currently on the education committee.
 - The committee was formed in efforts to educate the community of the programs from the Parking Advisory Board
 - Board Member, Kyle Mylius, requests if people outside of the board could join, like Main Street staff

Tabled until there is a need to fill the position

REPORTS

6. Receive a staff report and update on status of RFP for e-cab program
 - Transit Specialist, Amy Cogdill gave an update on the e-cab program
 - Staff successfully went to the TIRZ board and got the e-cab added to the list of projects
 - Staff has started the negotiation phases of the process
 - Board Member Johnny Finch requested that someone from the board be in the negotiation process
 - Council Member Baker proposed if a member can sign a non-disclosure agreement, would they be allowed to be on the committee
 - Staff would need to get with procurement to see if this is allowable.
 - Board Member Mylius stated that the primary concern for the board is the contractor is flexible to the demand of the ridership and be able to change schedules if needed to meet the demand.
7. Receive a staff report on parking citations issued and paid.
 - Commander Leonard, provided the number of citations written in:
 - March - 157
 - April so far - 35 (taken on April 14)
 - Transit Specialist, Amy Cogdill reported ten citations were paid this month
 - Commander Leonard reported that parking enforcement wrote 11 citations for the 15-minute parking locations
 - PD currently has 1 full-time parking manager and 4 part-time parking enforcement Technicians
 - The Technicians have more duties other than exclusively downtown parking enforcement
 - The parking demand is coming back
 - Texas State will have all Faculty and Staff back on campus starting Fall 2021
 - There will be greater demand for downtown parking
 - The launch of employee parking program needs to be launched while or before more tickets being written
 - NuPark cannot get the DMV aspect to work just yet
 - The RFP for the new LPR system should be out by May.
8. Receive an update from the paid parking committee on joint meeting with the Parks and Recreation Board committee
 - Board Member Kyle Mylius, gave an update on a joint meeting between the two committees

- Two boards are on the same page for most items, but more consideration for surrounding neighborhoods needs to be thought through.
 - Board Member Kyle Mylius, requested a few more joint meetings be held before the launch of the paid parking program to educate the surrounding neighborhoods.
 - Mayor Hughson noted that the parking program that is in the parks could set a precedence for paid parking in other areas of town
 - Board Member Kyle Mylius suggest we have something in place to be ready for the impacts on surrounding areas due to the paid parking in the parks
 - Board Member Esther Garcia, noted that currently there is not a parking issue in her neighborhood, there is concern that there might be after there is paid parking in the parks
 - Board Member Johnny Finch, noted that charging for parking might be creating more problems that were not there before
 - Board Member Kyle Mylius, mentioned that someone from the City of New Braunfels might be able to provide the board more information
 - There might be a way for collaboration between the Lions Club and potential for a public-private partnership
 - There is not a follow-up meeting scheduled
9. Receive and update from the education committee on a check in of the employee parking program
- Vice Chair John David Carson recused himself from the conversation*
- The education committee did not have an update
 - There is a need to get the employee parking program going
 - There needs to be a reengagement with property owners to get a location for the employee parking program, and then downtown business owners are prepared for more parking enforcement
 - Next Steps in the employee parking program needs to be added to an agenda
 - Transit Manager, Pete Binion would most likely be the individual to engage the companies for the parking program partnership.
 - By the time the e-cab is in place, there needs to be an employee parking location solidified so the two can work together

FUTURE AGENDA ITEMS

- item 4: as an action item and include a list of items the committee will look over.
- Discussion of next steps in the employee parking program
- Discussion of the recommendation resolution 2020-01 (NuPark)
- Include numbers for parking tickets issued and paid (break them out by type) and include what the last numbers where for the last couple of months and then what the numbers were in 2019
- Potential nomination of a spokesperson to be included in RFP


- Report on the lessons learned from the City of New Braunfels and their paid parking program

QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC


None.

IV. ADJOURNMENT

The meeting was adjourned at 7:11 pm motioned by Board Member Esther Henk seconded by Board Member Kyle Mylius.



Staff Liaison



Board/Commission Chair

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