



**PARKING ADVISORY BOARD  
MINUTES**

**REGULAR MEETING  
MAY 13, 2019**

The Parking Advisory Board convened in a regular meeting on May 13, 2019 at 630 East Hopkins in San Marcos, Texas.

**I. City Clerk Jamie Lee Case called the Board Meeting to order at 5:37 p.m.**

**II. Board Members in Attendance:**  
Board Member Johnny Finch  
Board Member Esther Garcia  
Board Member Esther Henk  
Board Member Kyle Mylius  
Board Member Carina Boston Pinales  
Board Member Chris Rue  
Board Member Kelly Stone  
Council Member Joca Marquez  
Mayor Pro Tem Lisa Prewitt

**Staff in Attendance:**  
City Manager Bert Lumbreras  
Assistant City Manager Steve Parker  
Interim Director of Community Services Drew Wells  
Assistant Director of Community Services Kevin Burke  
Christie Murillo

**III. CITIZEN COMMENT PERIOD**  
None

**PRESENTATIONS**

**1. City Clerk Jamie Lee Case reads ordinance and by-laws and informs board that they will be choosing a Chair and Vice-Chair today. Some terms of Board members will be 2 years and some will be 3 years – at next meeting is when each will be decided.**

**Board feels members should try to give at least 48 hours notice when they can't make a meeting.**

- 2. Assistant Director of Community Services, Kevin Burke, gives a presentation on the history of the Parking Implementation Plan process.
  - Documents that can be found on City website:
    - [Parking Management FAQ](#)
    - [On-Street Paid Parking Implementation Plan](#)
    - [Adopted Parking Program Framework Plan](#)
    - [San Marcos Parking Plan Presentation](#)
    - [Final Draft Report](#)
  - Next Steps for Parking Management Program Implementation
    - Hire Parking and Mobility Manager
    - Contract third party parking management firm
    - Procure parking technology
    - Program branding, community education and outreach
    - Phased implementation
    - Monitoring and continuous improvement
  - Future Council Action Items
    - Resolution adopting “On-Street Paid Parking Implementation Plan”
    - Ordinance to establish Parking Benefit Districts, and authorize on-street paid parking

Other points of discussion to note:

- In December 2018 City Council approved a budget amendment authorizing the creation of the Parking Manager position; position is not yet filled—parking revenue will fund this position.
- Board poses question of booting for enforcement
- Per Kevin Burke: statistically, about 1/3 of all parking tickets are paid
- Board asks that information pertaining to parking management be easier to find on website; City Manager Bert Lumbreras says that can be arranged by staff

IV. ACTION ITEMS

- 3. Kelly Stone is nominated as Chair of the Parking Advisory Board; Carina Boston Pinales is nominated as Vice Chair of the Parking Advisory Board
- 4. A motion was made by Vice-Chair Carina Boston Pinales, seconded by Board Member Kyle Mylius, for the Parking Advisory Board to meet monthly through October 2019, on the third Monday of each month at 5:30 p.m., and then beginning in January 2020, to meet quarterly on the third Monday of the month at 5:30 p.m. The motion carried by the following vote:

For:                    7 --    Chair Kelly Stone, Vice-Chair Carina Boston Pinales, Board Member Johnny Finch, Board Member Esther Garcia, Board Member Esther Henk, Board Member Kyle Mylius, Board Member Chris Rue

Against:             0

V. DISCUSSION ITEMS

5. In keeping with the pre-approved decision of how often the Board will meet, the next meeting of the Parking Advisory Board will be on June 17, 2019 at 5:30 p.m. in the Conference Room of City Hall.

**VI. FUTURE AGENDA ITEMS**

- Staff Recommendation of Final Draft On-Street Paid Parking Implementation Plan
- Report from SMPD on number of parking tickets issued
- Report from TxState regarding parking stats (parking management, number of spaces, number of permits sold, adjacent parking garages) and discussion of a “town and gown” committee
- Review current technology options for ticketing and enforcement
- Review current resources and assets available to downtown via other modes of transportation through 3 a.m.
- Review Land Development Code
- Staggered terms on Board members

**VII. QUESTION AND ANSWER SESSION WITH PRESS AND PUBLIC**  
None.

**VIII. ADJOURNMENT**

Chair Kelly Stone adjourned the meeting at 7:06 p.m.



Staff Liaison (Director)



Board/Commission Chair