The Parking Advisory Board convened in a regular meeting via the Zoom online format and in-person on January 22, 2024.

I. Vice Chair, John David Carson called the meeting to order at 5:08 pm.

II. Board Members in Attendance:
Carina Boston – Pinales
Vice-Chair John David Carson
Mayor Hughson
Council Member Mark Gleason
Johanna Whitt
Lauren Mikiten
Chair, Dr. Rosalie Ray

Staff Present
Assistant City Manager, Laurie Moyer
Assistant Director Public Works, Pete Binion
Transit Manager, Amy Cogdill
Multimodal Parking Initiatives Manager, Charles Campbell
Downtown Manager, Josie Falletta

III. 30 MINUTE CITIZEN COMMENT PERIOD
a. Lanna Horton with Monroe Hair Studios, address 109 E. Hopkins, expressed a concern with parking within the downtown area. Lanna expressed a concern that when an appointment at her business is more than 3 hours, the current parking regulation does not allow for parking over 2 hours causing an issue for her customers that spend longer than 2 hours at her business. As a result, she has paid for her customers’ parking tickets, comp the hair appointments, and/or had to provide discounts.

MINUTES

1. Consider, by motion, the approval of regular meeting minutes:
   a. December 18, 2023

   A motion was made by the Chair, Dr. Rosalie Ray seconded by Vice Chair John David Carson, to approve the December 18, 2023, Meeting Minutes.

   The motion was carried by the following vote:
REPORT ITEMS

2. Receive update on the Chapter 82 ordinance.
   a. Chapter 82 revisions and additions passed the 1st reading at Council.
   b. Mayor Hughson had provided a few comments to the Ordinance submission prior to the item being reviewed by Council. These changes included removing several redundant items.
   c. 2nd Council reading will occur on January 30th.
   d. Vice Chair John David Carson asked if the EV regulation discussed at the last PAB meeting will be included in the 2nd reading of the ordinance changes. Mayor Hughson recommended this change be added prior to the 2nd reading.
   e. Staff agreed to revise the ordinance and make ready for the 2nd reading.

3. Receive a staff report from the enforcement department.
   a. Parking Citations Issued and Paid
      i. Issued 885 citations, 762 in the downtown area, 332 paid with a collection rate of 43.57%.
      ii. December was slower due to TXST being on holiday break.
      iii. Parking Techs have noticed an improved level of compliance.
   b. Update on Barnacle
      i. Purchasing is still reviewing the Barnacle purchase.
      ii. Board Member Carina Boston – Pinales stated she has heard from business owners concerning a lack of boots being utilized. Staff expressed a safety concern in using old style boots because the tech must be present when adhering and removing the boots. Staff advised they will be booting the top 3 offenders each month. Vice Chair recommended possible displaying several booted vehicles in prominent areas. Staff advised that stickers are also used for repeat offenders and those stickers are very visible.

4. Receive a staff report on the Employee Parking Pilot Program.

   John David Carson Recused himself from the conversation.

   a. Employee Parking Pilot Program
      i. 7 companies using 31 parking spaces at the employee lot.
      ii. Staff reported LAZ agreed to open 5-8 reserved spaces for purchase.
DISCUSSION ITEMS

5. Discuss ECAB of North America service.
   a. Staff advised they received an email from ECAB of North America terminating service as of 2/29/2024.
   b. Chris Nielsen stated they have seen an increase in ridership. Chris clarified that there have been approx. 66 ADA rides. ECAB has reviewed the cost budget and were unable to find areas where cost could be cut.
   c. Board Member Carina Boston – Pinales spoke about potential grant funding that could be investigated for future funding of the ECAB program.
      i. Advised of potential County funding.
      ii. Concern over a gap in transportation service due to the ECAB cancellation.
      iii. Potential advertising on the ECAB to offset the monthly cost of the program.
   d. Chair Dr. Ray asked if the cost per ride went up or down when the City of Bastrop expanded the ECAB service area. Chris Nielsen advised cost per ride went down. ECAB also advised they have turned down about 500 rides over the summer from the Lions Club.
   e. Vice Chair John David asked what percentage of the CARTS costs is subsidized. Staff advised that 75% is subsidized. $4.04 per ride. Vice Chair John David expressed a concern over cost per ride and replacing pedestrian trips. Also expressed a concern that the ECAB program should be part of the Transit department not necessarily the PAB.
   f. Chair Dr. Ray stated it might be useful to compile demand data on rides that were turned down due to the limited size of the service area. This could show support to why the potential future grant funding should include a larger service area.
   g. Chris Nielsen advised that if a program is currently in place such as the ECAB, then future grant funding would need to show new service aspects such as expanding the area or a new aspect of the program.
   h. Staff advised that an application for grant funding for transit has been submitted. This would include a future route study which will include how to service the downtown area. Application will not be awarded until summer with possibly receiving funding until August. The route study process with take approx. 12 months but should give answer on how best to service downtown. The chosen consultant will be asked to review the Get Around Downtown program. If the plan calls for additional services, and for it to be eligible for state and federal funds, a RFP process would be required.
   i. Vice Chair John David recommended the PAB think about the communication for the conclusion of the ECAB. To include providing information about current alternate options, such as Bus Route or SPIN scooters.
j. Chris Nielsen requested he see the communication messaging prior to public release. Staff advised Chris that the communication would be clear that this is a pilot program and learning experience. Staff will also get with communication to see if they are okay with Chris seeing the communication prior to release.

k. Chair Dr. Ray asked what other transportation alternatives could be discussed with the closure communication. Staff advised:
   i. Future route study that includes connectivity downtown
   ii. Shared use on-demand service
   iii. Highlighting the successes of the program (Total number of rides, people)
   iv. Council Member Gleason recommended reiterating that this was a pilot program.
   v. Mayor Hughson recommended signage on or in the ECAB noting the conclusion of the program. Staff advised they would include this as part of the overall communication.

6. Discuss timing for Recommended Resolution 2023-03
   a. Chair Dr. Ray opened the discussion that it might be appropriate to wait on presenting the RR to council after the Chapter 82 ordinance has passed 2nd reading.
   b. Council Member Gleason recommended waiting until the Chapter 82 changes have passed Council. It should be a standalone item.
   c. Staff advised they would discuss with the Clerk’s office about the appropriate timing to present to Council.
   d. Mayor Hughson recommended looking into the boundary area for the exploration of potential paid parking.
   e. Vice Chair John David recommended the PAB review and recommend a boundary area prior to the RR being presented to Council.
   f. Staff recommended an Action Item to review and vote on an updated version of the RR.
   g. Laurie Moyer recommended that Charles provide the PAB an update on the original Kimley Horn parking study. Then PAB can discuss and provide input prior to presenting the RR to Council at a work session.

**ACTION ITEMS**

**FUTURE AGENDA ITEMS**

8. Discuss marketing items for display in the downtown information boxes.
9. Update on conclusion of Get Around Downtown program, possible Exit Survey
10. Discuss how longer stay parking could be accommodated.

**QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC**

No questions from public

**IV. ADJOURNMENT**
The meeting was adjourned at 6:43pm by Dr Rosalie Ray

Staff Liaison

Board/Commission Chair

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