The Parking Advisory Board convened in a regular meeting via the Zoom online format and in-person on March 18th, 2024.

I. Chair, Dr. Rosalie Ray called the meeting to order at 5:05 pm.

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

Staff Present
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

MINUTES
1. Consider, by motion, the approval of regular meeting minutes:
   a. February 26th, 2024

   A motion was made by Carina Boston - Pinales seconded by Lauren Mikiten, to approve the February 26th, 2024, Meeting Minutes.

   The motion was carried by the following vote:

   For: 5-
     Board Member Carina Boston-Pinales,
     Board Member Ida Miller, Board Member
     Lauren Mikiten, Chair Dr. Rosalie Ray,
     Vice Chair John David Carson

   Against: 0-
REPORT ITEMS

2. Receive a staff report from the enforcement department.
   a. Parking Citations Issued and Paid.
      i. Issued 906 citation downtown, 394 paid, 43.49% collection rate. Total citation issued throughout city was 1,223.
   b. Update on Barnacle.
      i. Waiting for Barnacle to execute contract.
      ii. If contract gets executed, the hope is to be able to rollout the Barnacles by the end of the month.
   c. Booting update.
      i. 1 vehicle was booted 2 weeks ago, and the customer did pay all outstanding fines. Staff advised that the boot was stuck on the vehicle and a call to the tow service was required to get the boot removed. Enforcement issued 3 additional notices advising customers their vehicle is scheduled for booting. 2 vehicles are on the booting alert however enforcement has yet to see these vehicles.
      ii. Board Member Carina Boston-Pinales asked what the cost of the tow truck was. Staff advised the cost was $150. Mayor Hughson asked if there was a fee in the ordinance if the booting device is tampered with. Staff advise that there is no monetary cost for tampering with the device however there is a language that for criminal charges for tampering with the device.
   d. Update on enforcement software.
      i. Enforcement is working with CMOs office and finance on how to open funding for the enforcement software.
   e. Vice Chair John David Carson asked for an update on the implementation of the new parking fines rate structure and payment envelope redesign. Staff advised they would be sending the envelope language to legal for review. New rate structure is scheduled to be implemented on April 15th, 2024. Staff is working with the communication department to get the messaging out to the public prior to April 1. Vice Chair John David Carson asked if staff was able to work out a process for the discount fines. Staff advised there would be information put on the tickets and envelopes. Enforcement staff will handle the discounted process manually. Vice Chair asked for clarification on the costs for the new software, is it a software cost or capital outlay cost. Staff advised that the cost is Software as a Service.

John David Carson Recused himself from the conversation.

3. Receive a staff report on the Employee Parking Pilot Program.
1. Staff reported there are currently no charges from March to April. 8 companies reserving 29 spaces. Chair Dr. Rosalie Ray asked about remaining funds for the program. Staff advised there are substantial funds remaining.

4. Marketing Initiatives Update
   a. Staff advised that several marketing items were sent out to be placed in the marketing display on LBJ.

5. Receive staff report on recent parking space occupancy data.
   a. Staff present a parking space occupancy dashboard. Staff reported that the data was collected over several site visits during February and March. Parking space occupancy counts were done at 10am and 2pm. Staff advised they will continue to collect data and will begin to collect evening and weekend data. Staff advised the overall parking space occupancy was at 77%. Staff present a heat map showing parking space occupancy levels on each block. Staff advised that the highest level of 4-hour parking space occupancy was on San Antonio Street between Comanche and Harvey. Staff advised the industry parking space occupancy threshold is 85%. Josie Falletta advised that the Main Street board would be interested in seeing this data. Staff will share the dashboard in the regular Friday board update.
   b. Mayor Hughson comment that it might be a good idea to coordinate with the Parks board on this information.
   c. Vice Chair John David Carson asked if it might be beneficial to breakdown the blocks into units over the industry threshold of 85%. Vice Chair John David Carson asked if the parking space occupancy map could be divided into parking space occupancy north of Hopkins and south of Hopkins. Vice Chair John David Carson asked if a short presentation could be put together summarizing this data.
   d. Mayor Hughson asked if a parking space count could be conducted at 12:30pm to account for the lunchtime crowd. Staff advised they would complete a 12:30 pm count.
   e. Vice Chair John David Carson asked if staff would be able to get counts on Thursday through Saturday 10pm to 12am and 6:30pm to 8:30pm. Staff advised they would be completing counts at night and weekends. Mayor Hughson asked if the LPR reader could tell us this parking space occupancy information. Staff advised that the geofencing on the LPR is not setup properly and therefore could not be relied on for accurate data. Vice Chair John David Carson asked if this issue would be resolved with the new enforcement software. Enforcement staff advised that it would resolve this issue. Parking staff advised they are looking into a camera-based software that captures parking space occupancy 24 hours a day.

6. Receive staff report on the results of the Get Around Downtown (GAD) exit survey.
   a. Staff presented a report showing the results of the Get Around Downtown exit survey. Board Member Lauren Mikiten asked if this data would be shared with Texas State University. Staff advised they could share this data with Texas State. Board Member Ida Miller suggested this information be shared with the downtown apartment complexes.
b. Staff advised they are working with SPIN scooter to implement additional deployment zones with the hope of providing an additional mode of transportation.

c. Chair Dr. Rosalie Ray asked staff if there has been any discussion with Texas State about an additional bus stop at the View Apartments. Staff advised they are open to having this discussion with Texas State. Vice Chair Carson questioned whether it is reasonable to expect The View, which is already providing housing proximate to downtown and the University, to bear the burden of also directly augmenting public transportation systems. As it relates to university students/employees living their wanting additional options for getting to campus, that responsibility seems more appropriately placed with the University in partnership with the City.

DISCUSSION ITEMS

ACTION ITEMS

7. Recommended Resolution 2023-03 to focus on an exploration of paid parking downtown.

   a. Vice Chair John David Carson recommended adding additional parking occupancy information in the third paragraph and an Exhibit showing the parking occupancy. Chair Dr. Rosalie Ray recommended adding the 77% average parking space occupancy language to the third paragraph.

   b. Board Member Lauren Mikiten recommend adding the percentage of blocks that exceed the parking space occupancy percentage threshold of 85%.

A motion was made by Vice Chair John David Carson to have staff amend the third Whereas to incorporate the heat map as Exhibit A and to make a reference of average occupancy downtown seconded by Lauren Mikiten, the Recommended Resolution 2023-03.

The motion was carried by the following vote:

For: 5- Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson

Against: 0-

Absent 1- Johanna Whitt

A motion was made by Chair Dr. Rosalie Ray to approve and have staff amend the last paragraph to include “time of day, boundaries, program design, and other considerations” seconded by Vice Chair John David Carson, the Recommended Resolution 2023-03.
The motion was carried by the following vote:

For: 5- Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson
Against: 0-
Absent 1- Johanna Whitt

A motion was made by Chair Dr. Rosalie Ray to approve as amened seconded by Vice Chair John David Carson, the Recommended Resolution 2023-03.

The motion was carried by the following vote:

For: 5- Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson
Against: 0-
Absent 1- Johanna Whitt

8. Consider approval, by motion, the adoption of the Parking Advisory Board by-laws.

A motion was made by Vice Chair John David Carson seconded by Chair Dr. Rosalie Ray, to approve the Parking Advisory Board By-Laws.

The motion was carried by the following vote:

For: 5- Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson
Against: 0-
Absent 1- Johanna Whitt

9. Consider approval, by motion, the appointment of a new Chair and Vice-Chair for one-year term.
Motion by Dr. Rosalie Ray seconded by Carina Boston Pinales to nominate John David Carson for board chair and to nominate Lauren Mikiten for board vice chair. The motion was carried by the following vote:

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Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson

Johanna Whitt

10. Review and appointment committees and committee members
   a. Chair Dr. Rosalie Ray advised there are currently two committees, the administrative and education committees and opened the discussion for the future need of both committees.
   b. Board agreed to continue to education committee but rename the committee to the outreach committee. Ida Miller, Lauren Mikiten and Dr. Rosalie Ray volunteered to be on the education committee.
   c. Board agreed to dissolve the administrative committee.

A motion was made by Chair Dr. Rosalie Ray seconded by Vice Chair John David Carson, to approve the following - dissolve the administrative committee and rename the education committee to the outreach committee and outreach committee will be comprised of Lauren Mikiten, Dr. Rosalie Ray, and Ida Miller.

The motion was carried by the following vote:

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Board Member Carina Boston-Pinales, Board Member Ida Miller, Board Member Lauren Mikiten, Chair Dr. Rosalie Ray, Vice Chair John David Carson

Johanna Whitt

FUTURE AGENDA ITEMS

11. Update from Parks Department on paid parking pilot program and the Parks Benefit District
12. Coordinate with Parks board on a possible agenda item to discuss Parking Benefit Districts and the process for implementing a parking benefit district.
13. Update on the parking regulation signage installation
QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC
No questions from public

IV. ADJOURNMENT
The meeting was adjourned at 6:28pm by Dr Rosalie Ray

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