The Parking Advisory Board convened in a regular meeting on July 15, 2019 at 630 East Hopkins in San Marcos, Texas.

I. Chair Kelly Stone called the Board Meeting to order at 5:05 p.m.

II. Board Members in Attendance:
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
Mayor Pro Tem Lisa Prewitt

Board Members Excused:
Council Member Joca Marquez

Staff in Attendance:
Assistant City Manager Steve Parker
Interim Director of Community Services Drew Wells
Interim Assistant Director of Community Services Lee Hitchcock
Christie Murillo

III. 30 MINUTE CITIZEN COMMENT PERIOD
None

MINUTES
1. A motion was made by Chris Rue, seconded by Esther Garcia, to approve the minutes from the June 17, 2019 meeting. The motion carried by the following vote:

For: 6 - Board Member Johnny Finch, Board Member Esther Garcia, Board Member Esther Henk, Vice Chair Carina Boston Pinales, Board Member Chris Rue, Chair Kelly Stone

Against: 0

IV. DISCUSSION ITEMS
2. Regina Ruiz and Dwayne Duggins, with SMPD Parking Enforcement, answer questions about downtown parking. Points to note include:

- What is SMPD doing to enforce downtown parking?
  - 4, 19hr employees; schedules vary
  - 1 dedicated to downtown
  - In process of hiring another (1 just graduated)
- Steve Parker: revenue stream from downtown parking would help fund another full-time parking enforcement officer
- Lisa Prewitt: the implementation of downtown paid parking was halted so enforcement could be heightened. We have to first ask, have we done that?
- Kyle Mylius does not feel parking is enforced enough and until we truly enforce, we won’t be able to decide if paid parking is a solution; feels the “skeleton crew” of parking enforcement at SMPD needs to be addressed
- Esther Henk worries about employees that can’t afford paid parking; wants to see employee parking addressed, made safe for early morning and late-night employees
- Kyle Mylius believes the solution for employees lies outside of downtown
- Lisa Prewitt: employee parking seems to be biggest issue—Board could start there and work for a solution, addressing one problem at a time
- How many boots have been put on?
  - 55 letters have gone out; 10 days before response is required; can be a month-long process
- Dwayne Duggins notes that LPR system is not perfect-plates are not always picked up correctly; walking and ticketing is much more accurate
- Kelly Stone: there needs to be better mobility options to discourage downtown parking; this also makes it safer for early morning and late-night employees
- Booting system and collection system are ineffective and lead to a culture of abuse
- Could a letter be sent out after the citation?
- Regina Ruiz informs that a letter goes out after 3 citations, per City Ordinance; more letters = more administrative work
- Board discusses how letter mailing process could look, what letters could say, what incentive to pay/punishment for not paying would look like
- Who can authorize letters being sent out?
  - City Manager
- Lisa Prewitt feels too strict of policing and enforcement for parking tickets sends a negative message, especially since we are looking to reform the criminal justice system. Board needs to decide on a holistic approach to parking
- Per Regina Ruiz, process looks like this: 3rd ticket comes in on report, certified letter goes out, wait 10 days for response, no response = boot order, scan shows boot order—citizen has until 4pm to address or vehicle is impounded, if impounded-citizen pays at SMPD; if car doesn’t work with boot = tow vehicle
- Board would like to see administrative cost of letters and data on how effective letters are
- What is the cost of mailing tickets via LPR? Is this the same technology that could be utilized to mail letters after citation?
  - Per Regina Ruiz, yes, but technical difficulties are still being worked through
- Have we made improvements in enforcement? Per Steve Parker: about $136k was collected in tickets in 2017; $155K in 2018; $140k to date 2019
  - LPR was about $175k investment, with a 5 year pay back plan; can’t look at these numbers as increased revenue until we pay back that investment
Board can recommend funds garnered from downtown, stay downtown

- Roll out program needs to be clear, signage needs to be effective (signs could also be added listing price of ticket)
- Johnny Finch: Why are other cities in our area not doing paid parking?
  - Staff addressed that the reason could be because they don’t have a university within a mile of downtown as San Marcos does. Hard to compare our city to others that are geographically close to San Marcos.
- Public-private partnerships can be considered with apartment complexes that are coming up
- Per Steve Parker: for the parking management plan, X % of money generated from parking management can be used for public-private partnership for a parking garage or a surface lot so that money captured from the downtown parking area, stays in the downtown parking area
- SMTX Code update in Fall—Board should be involved
- Chris Rue: solution-based idea = use armory lot (pave and light); take the LPR and put it on an electric cart, which also shuttles people around; heavier enforcement; tickets and letters mailed out
- Option needs to be in place that allows for income restricted citizens and employees to ride a shuttle to downtown for free
- Grants for pilot programs can be looked at; TIRZ funds and marketing on shuttles are all funds that can be utilized as well
- Chris Rue: Per the Kimley-Horn study, are we still on the same trajectory of: LPR with increased enforcement ➔ metered parking ➔ surface parking ➔ parking garage?
  - No one will invest in a parking garage without paid parking
- Board would like City to buy in and help fund parking solutions; would downtown businesses buy in as well? There can’t be a once size fits all for all businesses and how they buy in

3. Board discusses scope and purpose of board. The mission that Council gave this Board was to come up with a parking plan, part of that being paid parking and how that might look. If the Board keeps getting hung up on the argument of paid parking or not paid parking, they can’t move on to the next solution.

- Board agrees that they need to be solution based
- Board also agrees that University’s role needs to be addressed
- Staff relayed to Chair Kelly Stone that if Board decides not to do paid parking, they can disband

Chair Kelly Stone previously asked Board to complete a survey. 3 Board members did.

The triangle of 3 introduced in Implementation Plan and decided on by staff:
1) convenient 2) inexpensive 3) enough

Per the survey, triangle should be:
1) inexpensive 2) enough 3) convenient

Board needs to commit to reading and studying the travel demand management guide and all the initial documents that were sent out

Chair Kelly Stone summarizes possible solutions moving forward:
- Incentivize developers to add public parking as part of their development package
• Enforcement staff at SMPD at a full-time level
• Implementing various methods of enforcement through the mail with a 1st offense and then escalating through the corrective measures with letters increasing
• Adopt a signage and education campaign to encourage people to park externally and/or utilize shuttle
• Analyzing city ordinance that doesn’t allow SMPD to boot or send a letter until 3rd offense
• Addressing employee parking through remote locations (armory, electric cab route)

4. This agenda item has been postponed until the special meeting, July 30th 5pm

V. FUTURE AGENDA ITEMS
For special meeting:
• Presentation by the Electric Cab North America
• Parking districts
• Employee parking/Armory parking
• Report on cost of Armory parking lot being repaved and lighted

For August 19 meeting
• Recap of special meeting
• Funding sources
• Possible recommendations:
  o Anything decided upon from special meeting
  o possible full-time enforcement officer
  o Letter mailing for tickets
  o booting ordinance
  o funds garnered downtown, stay downtown

VI. QUESTION AND ANSWER SESSION WITH PRESS AND PUBLIC
• Citizen Tom Wassennich suggests City Hall can be utilized for parking after hours, and if it comes down to it, can be considered in the expansion remodel or if they relocate.

VII. ADJOURNMENT
Chair Kelly Stone adjourned the meeting at 7:29 p.m.

Staff Liaison

Board/Commission Chair