



City of Houston
 Parking Benefit District Advisory Committee
 Meeting Minutes
 April 10, 2013

Attendees:
 Jane Cahill-West
 Phyllis Thomason
 Jon Deal
 Rick Molina
 Saleem Fernandez
 Bryan White

Ex-officios:
 Don Pagel, ARA
 James Koski, MYR
 Ken Miller, HPD
 Jeff Weatherford, PWE

Agenda Items	Action Taken
Approval of Minutes	Motion for approval of minutes of February 18, 2013 by Jon Deal, seconded by Jane Cahill-West. Approved Motion for approval of minutes of March 4, 2013 by Rick Molina, seconded by Cahill-West. Approved
Public Comments	No public comments
Update on Meter Installation	The concrete pads for the meters are scheduled to be completed by April 12. The installation of the meters will begin on April 15. There is a four-phrase approach to the installation which is scheduled to be completed by May 1. Warnings will be issued for parking meter violations for two weekends. Parking Management will distribute information to businesses about registering to use Parkmobile, the pay-by-phone service. Saleem Fernandez recommended that the Sawyer Park location be reviewed for meters due to the newly planned development..

Update on Parking Benefit District Permits	<p>On March 26, 1,241 notices were mailed to the Parking Benefit District Corridor residents who would be eligible to purchase Parking Benefit District permits. At this time, five applications were processed.</p> <p>On April 5, 1620 notices were mailed to residents outside the corridor to inform them they could consider the Residential Permit Parking program if a parking problem occurs after the installation of the parking meters.</p>
Update on Parking Facilities for Employees	<p>St. Thomas High School provided a favorable response. The location is not the most convenient.</p> <p>Board members were informed that a chart with a complete update on all facilities will be emailed. The facilities are being considered for employee parking and valet parking.</p> <p>When locations have been identified, a method will be developed for corridor businesses to establish agreements. Parking Management will coordinate activities for City parking lots.</p> <p>Currently have verbal agreements for approximately 600 spaces.</p> <p>West-end Multi Service requires additional lighting which will run approximately \$200,000.</p> <p>Outreach has also been made to Wal-Mart.</p> <p>Fernandez stated that employees would rather pay to park versus parking at a remote location. Rick Molina stated that the number one concern is security due to the late hours.</p>
Committee Comments	<p>Chair Thomason asked Committee to share information about the program to their stakeholder groups and begin thinking of future projects.</p> <p>Maria Irshad, Deputy Assistant Director for Administration and Regulatory Affairs provided an update on Parking Management’s marketing efforts. Marketing efforts will include a press release, social media, distribution of fliers and notices on the pay stations.</p> <p>Parking Management staff met with business owners along the corridor and provided them with PBD information packets.</p> <p>Cahill-West asked for the meeting times to be posted on the website.</p> <p>Pagel stated they will provide a cost estimate for potential PBD projects.</p>
Adjournment	Motion by Fernandez, seconded by Cahill-West