



City of Houston
 Parking Benefit District Advisory Committee
 Meeting Minutes
 May 6, 2013

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

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

Agenda Items	Action Taken
Approval of Minutes	Motion for approval of minutes of April 10, 2013 by Jane Cahill-West, seconded by Bryan White. Approved
Public Comments	Reverend Salatheia Honors, Brown Chapel AME, 3208 Washington Ave. Requested that the committee consider not charging for parking on Sundays on their block. States that only their members and visitors use the meter on Sundays.
Update on Meter Installation	Meter installation began April 12. Installation of the 58 meters was completed on April 30. All meters were on and running by the afternoon of May 1.
Update on Parking Meter Revenue	<p>Don Pagel, Deputy Director, Administration and Regulatory Affairs provided an overview of the revenue for the month of May. Revenue from May 1 – May 5 was close to \$2,000. Revenue increased by 20% the period of May 6 – May 12. A moderate increase of 5% the week of May 13. There was a drop in revenue the week of May 27. Speculated to be due to the large attendance at Houston Music Festival on Allen Parkway. Parking Management expects that the revenue will continue to grow.</p> <p>Warning citations were issued for expired parking meter violations until May 13.</p>

Update on Parking Benefit District Permits	<p>Received two applications for Residential Permit Parking for 1100 Roy and 4600 Gibson. Parking Management will work with Civic Associations to continue to educate community about the program.</p> <p>Parking Benefit District permit revenue for May was \$1,375.</p>
Update on Parking Enforcement Efforts	<p>The week of May 1 there were 23 citations issued and 71 warnings. The week of May 6 there were 17 citations and 134 warnings. Parking Management also placed fliers on vehicles to inform parkers that metered parking was in effect. Full enforcement began May 13 and that week of 144 citations were issued. Warning period continued for Sunday only.</p> <p>The goal is for the expired meter citation numbers to decrease and meter revenue increase as people become more familiar with the program.</p>
Update on Parking Facilities	<p>Council Member Ellen Cohen has written a letter to the corporate office of Wal-Mart about the use of their parking lot for long-term parking.</p>
Review of Potential Project Estimates	<p>Pagel presented a list of potential projects including their estimated cost. The list included sidewalks, benches, landscape, security, pedestrian crossing and marketing.</p> <p>Cahill-West asked if the cost estimate for the pedestrian crossings included the cost of a marked crosswalk. Parking Management will provide at next meeting.</p> <p>Lt. Kenneth Miller of the Police Department stated that he has a two-man detail dedicated to enforcing traffic, parking and loud noise violations in the Washington Corridor. Derrick Williams, Division Manager, for Administration and Regulatory Affairs stated that there are two parking enforcement officers dedicated to the corridor from 5pm – 2am. Lt. Miller stated that a security plan developed by the Committee could supplement these efforts.</p>
Sunday Enforcement	<p>Enforcement of expired meter violations on Sunday will begin in June</p>

Committee Member Comments	<p>Richard Molina asked for a meter revenue projection based on current revenue. He also asked for a report showing the high usage times and areas for the meters.</p> <p>Chair Thomason asked the Committee members to think of what would be the prime areas to begin projects.</p> <p>Cahill-West stated that the City should review the definition of a parking problem in the Residential Permit Parking ordinance.</p> <p>Cahill-West questioned the placement of some meters. Pagel stated that ten locations were reviewed and seven were corrected. There were three locations that property lines would not allow adjustment.</p> <p>Committee agreed to temporarily bag the meter by Brown Chapel on Sundays until a permanent solution could be developed.</p>
Adjournment	Cahill-West motioned to adjourn. Jon Deal second.