



City of Houston  
Parking Benefit District Advisory Committee  
Meeting Minutes  
September 3, 2013

Attendees:

Phyllis Thomason  
Jon Deal  
Keith Edgar  
Rick Molina  
Bryan White  
Monica Savino

Ex-officios:

Maria Irshad, ARA  
James Koski, MYR  
Ken Miller, HPD

<b>Agenda Items:</b>	<b>Action Taken</b>
Approval of Minutes	Motion for approval of minutes of August 5, 2013 by Rick Molina, seconded by Jon Deal. Approved
Public Comments	Monica Savino selected by the Mayor for Position One.
Parking Meter Revenue Projection	<p>Maria Irshad, Assistant Director, Administration and Regulatory Affairs, presented the Parking Benefit District (PBD) Proforma. The current projection is a \$13,000 loss in May 2014. Before the end of the pilot period, the City will adjust the projected administrative, enforcement and maintenance costs. Lower maintenance is required due to the high credit card penetration in the area. The amortization period for the capital expense of the parking meters is also being reviewed.</p> <p>The City will present the expenses that can be reduced before the end of the year.</p>

Review of Parking Meter Locations and Permit Parking Areas	City is monitoring the usage at parking meter and permit parking areas to determine where changes should be made. Checking with the Traffic Engineer on areas that do not have a curb. Also, monitoring residential blocks to identify free parking areas.
Mixed Beverage and Sales Tax Receipts	In May, Mixed Beverage receipts increased 22% when compared to 2012. August showed a 9% decrease.  Sales Tax receipts have remained steady in the area as compared to 2012.
Update on Parking Benefit District Permits	82 permits have been sold
Update on Parking Enforcement Efforts	721 citations were issued. 453 for expired parking meters.  Parking Management (PMD) will continue efforts to educate the public about the parking meter times.
Update on Residential Permit Parking Outreach	Postcards detailing the residential permit parking program were mailed to residents in 17 blocks that showed commuter parking overflow.  Another mailer is planned for September.  PMD will talk to the Parks and Recreation Department about the signs in Nelly Keys Park.
Committee Member Comments	Irshad reported that the parking meter by Brown Chapel has been moved to 4600 Lillian.
Adjournment	Jon Deal motioned to adjourn. Bryan White seconded. Meeting was adjourned.