

# MINUTES

## Parking and Transportation Sub-Committee

February 21 2023 | 8:30 am

1. **Call to order**
2. **Approval of Meeting Notes: Meeting minutes:** January 17, 2022-  
Minutes were approved unanimously
3. **Old Business**
  - a. **Parking Codes Issue (PowerPoint)**
    - Parking and Traffic department has uploaded instructions for Kiosk code application to their webpage.
    - Sticker will be added with instructions to the kiosks. In addition, they are removing zeros and o's from the codes as these are causing errors.
    - P&TSC is waiting for response from vendor on how to report remaining funds available to users.
  - b. **Cash Payment Process (See PowerPoint)**
    - Option for cash payment for stickers is in progress with the VP A&F and Accounts Payable; meeting scheduled. An update will be provided next month to Parking & Traffic SC members.
  - c. **Handicapped parking -STEM building**
    - Update – the two President's reserved spots were removed near STEM building. These were converted to ADA spaces.
  - d. **USA Parking Spot (C. Paul)**
    - USA is requesting ability to easily identify their special parking spots for USA winners. Asking if decorating is permitted.
    - Another request is to have an additional rotating or permanent bollard near the other buildings, currently only Bayou Building has a USA designated spot. Signs could be added as needed. This would allow users working in those buildings to use the spot closer to their worksite. Parking & Traffic Department will look into portable sign options and report back at next meeting.
  - e. **New Hawk Express Shuttle Stop – United Way of Houston (See Map)**
    - The initial test pilot for the new Hawk Express Shuttle stop at United Way Houston has become a permanent option for riders.
  - f. **New Bollards at D Lots**
    - The red curb stops around d1 employee will be replaced with the bollards.

## New Business/Announcements

- a. **Food for Fines – run 2 weeks before Thanksgiving and Christmas weeks (See PowerPoint)**
  - Discussion on consideration of donation of food to Hawk Pantry resulting in voiding of citations. Considering two holiday options, pre-Thanksgiving and Winter Break. Discussed full year option, not seasonal; addressing repeat violators; field tech access to history, food permit requirements. Discussion will continue next meeting.
- b. **Planting Oak trees around the parking lot D**
  - Grounds department will be assisting in planting 11 trees in D1 Lot islands of student lot.
- c. **Re-striping the entire parking lot D during Spring Break 2023**
  - Restriping will occur dependent on weather, vendor and supply availability. Will be scheduled to conclude before end of break.
- d. **Added Chains in Lot D Staff Lot – (D. Palmer -photo in TEAMS)**
  - Understanding purpose is to identify Lot D staff parking. Issue is access is choked off by UHCL service vehicle parking. Concern is also those physically requiring ability to maneuver safely through entrance. Suggestion is possible outline through with no parking allowed in that spot. Steve Kitchen will attend the next meeting and report back solutions being considered.
- e. **Veteran and First Responder Signs (J. Babin-photo in TEAMS)**
  - Two signs donated by credit union will be posted: one in Lot R and Houston Drive.
- f. **Traffic Lights at Bay Area Entrances**
  - Chief Miller had reported that the timing of the traffic light at Bay Area and Entrance One is outside of our control. A suggestion for all professors who have students affected by longer waits is to regularly announce the use of Entrance Two and Entrance Three. UHCL Police periodically push this information to the community.
- g. **D Lot Signage - UHCL's Tobacco-Free Campus**
  - Received request for increased signage visibility and management. University Life Committee oversees this area and would need to respond.

### **Join Zoom Meeting**

<https://uhcl.zoom.us/j/93548352741?pwd=SG9kSmQveDN1V0ZPUTFyZjdxa28vZz09>

Meeting ID: 935 4835 2741

Passcode: 795277

## University of Houston Clear Lake

### FY2022 - FY2023 Parking & Transportation Sub-Committee Attendance Sheet

Meeting Date: February 21, 2023

Members	Seat	Role	Email	Present
Bill Amonette	Faculty 1	HSB Faculty Representative	<a href="mailto:Amonette@uhcl.edu">Amonette@uhcl.edu</a>	
Charise Armstrong	<i>Parking &amp; Transportation Admin. Support</i>		<a href="mailto:Armstrongch@uhcl.edu">Armstrongch@uhcl.edu</a>	
Jason Babin	Student Affairs	Division Representative	<a href="mailto:Babin@uhcl.edu">Babin@uhcl.edu</a>	
Chris Baker	Parking Department non-voting	Department Representative	<a href="mailto:Bakerch@uhcl.edu">Bakerch@uhcl.edu</a>	
Ciara Evans	Student Accessibility Services Center	Department Representative	<a href="mailto:EvansCi@uhcl.edu">EvansCi@uhcl.edu</a>	
Harry Glass	Co-Chair	Manager Parking & Transportation	<a href="mailto:Glass@uhcl.edu">Glass@uhcl.edu</a>	
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