

# MINUTES

## UHCL Parking & Traffic Subcommittee

*April 07, 2025 | 1:00 pm*

1. **Call to order** called to order at 1:00
2. **Approval of Meeting Notes:** March 3, 2025  
**Minutes were approved**
3. **Old Business**
  - A. Information Items
    - I. Accessible Parking by D4
      - a. This was reviewed and there are 8 accessible parking spaces that can serve the recreation center. This should be enough.
        - i. Recommend to remove.
    - II. Shuttle Bus Location System
      - a. Per Chris Baker (3/3/25), procurement said that the vendor information does not match what is in PaymentWorks. Will follow-up for correction.
      - b. Status?
        - i. Vendor W-9 does not match PaymentWorks, they did provide a letter. Still needing to resolve issue with PaymentWorks and the vendor.
        - ii. Follow up at next meeting.
    - III. Campus Recreation Parking New Parking Station.
      - a. Doug Wells (3/3/25) explained that two requisitions for two different kiosks went out at two different times. These needed to be amended by UH Treasury so that both kiosks could be added to the same requisition.
      - b. Status?
        - i. A SPA was sent out, but it was redlined by legal. Will need further approval to move forward.
        - ii. Update at next meeting.
    - IV. Direction of traffic flow in "the U" (Front of Bayou by Statue.)
      - a. At the last meeting (3/3/25), the contractor had already started working on Doug Wells' solution to the problem.
      - b. Status?
        - i. Project has been completed. There have been new signs added.
        - ii. Remove from next meeting agenda.

- V. Stop Signs added to Lot D2 (potentially others) because of removal of White Barriers by Entrance.
  - a. There has been discussion. In the past, Nelson brought up the potential need for adding more signs around the entrance to D2. There seemed to be consensus, but then Nelson asked if the entrances at D3 and D4 would also need similar fixes. After the last meeting, Doug emailed Nelson to ask for clarification and Nelson explained the situation. The Chief was in the process of evaluating this and we believe Chief Miller will get back to us about whether more signs are needed.
  - b. Status?
    - i. As long as signs aren't disruptive to current traffic flow, they can be added.
    - ii. Nelson will send a map of the areas in question to Doug Wells and Chief Miller.
    - iii. Follow up at next meeting.
- VI. Accessible Parking for Lot B by SSCB.
  - a. At the last meeting, Doug Wells suggested loss of space implications need to be studied first due to construction and more would be known by today.
  - b. Status?
    - i. Anticipating losing between 80-100 spaces in Lot B. Including the ADA spaces next to Bayou.
    - ii. Follow up at next meeting with the final plans regarding lot closures.
- VII. Awareness about replacement parking stickers for Adjunct faculty.
  - a. Concluded that language should be added to the website for adjunct faculty so that they know to contact parking if they need a replacement parking sticker.
  - b. Status?
    - i. FAQ was updated on the Parking website.
    - ii. Chris Baker mentioned a link can be added on the parking portal to redirect customers to the FAQ.
    - iii. Item can be removed.
- VIII. Discussion about parking permit protocols
  - a. We had a discussion at the 3/3/25 meeting regarding parking permits. Specifically, we discussed past situations about what happens if an employee's car is in the shop, and they need a temporary parking permit.

- b. What will students do in this case?
  - i. Students need to contact Parking to request a replacement parking permit. These are sold at half price of the original parking permit.
- c. Can parking enforcement personnel look up a license plate that is registered to a parking permit in real time, or not?
- d. Would it be reasonable to move to a fee-based model, where all students pay a flat fee (that is less than they are currently paying) and then students could get a parking permit at no additional cost. The visitor model could continue as it is now.
  - 1. Doug Wells mentioned that the new VP of Finance would have to be in favor and supportive of this sort of change.

#### IX. Parking Kiosks?

- a. At the last meeting, we discussed the need for parking kiosks and the new T2 mobile system (that requires visitors have a cell phone). We agreed some kiosks will be needed for the foreseeable future, but can we begin to phase them out?
- b. Status?
  - i. Doug Wells gave a brief overview of the amounts that each type of parking option made.
  - ii. Numbers will be reevaluated over the next 6 months.
  - iii. A concern was brought up over some of the kiosks not working properly and causing visitors to get ticketed.
    - 1. Doug Wells said the team is aware of the issues with the kiosk in Lot R not working properly.
      - ⇒ The solar panel was replaced on this unit.
  - iv. Has parking signage been updated recently to list all their options?
    - 1. Chris Baker will follow up at the next meeting.

B. Action Items: None

#### 4. **New Business??**

- 1. USA representatives met with Harry Glass, Chris Baker, and Elisa Zavala to discuss spaces. A proposal with justification is in the works.

2. Would it be possible to get a temporary/loading zone spot in the Bayou circle?
  1. Doug Wells spoke on the difficulty of policing that type of spot.
  2. We will follow-up on this at the next meeting.
    1. Nelson Carter will investigate if UH has anything like this.

Meeting adjourned at 2:00 PM

4/7/25

Member	ABSENT/PRESENT	ALTERNATE/GUEST	ABSENT/PRESENT
Jacob Bayless		Bill Amonette ✓	
Kazi Billah		Chris Baker ✓	
Quinn Bowman		Andrea Black	
Nelson Carter ✓		J'Naudia Hunter-Phillips ✓	
Harry Glass		Tej Limbu	
Alana Hall		Martha Hood	
Preeti Jain ✓		LaToya Mills	
Kelsey James		Sandy Ng	
Sarah Jean Jack ✓		Bernadina Streeter ✓	
Russell Miller ✓		Elisa Zavala ✓	
Robert Nanes ✓		Doug Wells ✓	
Natalie Pecknold ✓			
Miriam Qumsieh			
Austin Ray ✓			
Debbie Williams ✓			
Grace Yu-Buck ✓			
Luis Polanco De Leon			