

TRANSPORTATION SERVICES ADVISORY COUNCIL  
Thursday, October 10, 2013  
Regent's Room, Suite 1140, J.C. Kellam Administration Building

Attendance: Ms. Nancy Nusbaum, Dr. Jaymeen Shah, Dr. Roque Mendez, Mr. Cody DeSalvo, Ms. Abreeta Goode, Ms. Noragene Green, Chief Ralph Meyer, Mr. Stephen Prentice, Mr. Allen Bernabe, Mr. Gordon Green, Ms. Stephanie Daniels, Ms. Linda Sterling (Scribe)

Absent: Mr. Juan Guerra, Ms. Judy Herington, Mr. Steven Herrera, Dr. John McGee, Ms. Kathryn Price, Dr. Joanne Smith

Introductions

Mr. Allen Bernabe, proxy for Ms. Kathryn Price, introduced himself to the group stating he is a transfer student in his first semester at Texas State and serves as President of Blanco/San Saba Halls. Ms. Nusbaum introduced Ms. Stephanie Daniels, the new Coordinator of Marketing and Promotions for Transportation Services. Ms. Daniels advised she has Tweets ready to go out about the game day shuttle, open containers, etc. Ms. Daniels is also currently working to improve the Texas State Mobile Application regarding shuttles and has created a Facebook page.

Ms. Noragene Green stated she works at CASO and is on Staff Council. Mr. Gordon Green stated he was attending because Mr. Guerra could not and that he is the Director of Facilities Management and manages all the fleet vehicles.

Approval of Minutes

Hard copies of the September 27, 2013 draft minutes were provided to the members present and e-mailed to the council. Approval of the minutes will be accomplished via e-mail.

Lot 304 Conversion from Green to All Zone

Mr. Prentice provided an update to the council, advising if the first level 104 spaces, including surface lot and garage, were converted to All Zone there remain 130 green permit spaces on the top two levels of the San Marcos/Bexar Parking Garage. He also reported that the lot and first level will remain All Zone until the following August at which time it will be converted back to Green residence hall parking. To address one council member's concern, Mr. Prentice also reported his observation that the garage is not filling up in the evening. It was suggested that a Tweet and email be released informing the Texas State community about the rezoning of Lot 304.

Ticket Appeals Committee

Mr. Prentice gave a brief history of the appeals process, the composition of the committee, and how the committee has worked, or not worked in the past. He also advised there are two levels of appeal, the first level being to come in and speak to a Parking Services staff member, and the second level is to pay

the citation and complete the appeal form available in hard copy or online. The appeal is then reviewed by the Ticket Appeals Committee. Mr. Prentice further noted that currently there is no committee and he has been reviewing all appeal requests. Mr. Prentice would like to be able to email the appeals to people as a batch to be read and decided upon.

A council member stated that on the Financial Aid Appeals Committee they are read as they come in. The Chair asked if that process is documented and asked the council member to share that with the Council. The Chair stated she sensed the Council would like to reestablish an appeals committee and rather than them having to meet face-to-face, to find a way to get the information to them online to read and respond by a defined date. The Chair also suggested the composition of the committee be two faculty members, two staff members, and two students.

The Chair asked Mr. Prentice to draft a new ticket appeals document for the Council to review at the November meeting.

Mr. DeSalvo excused himself to take a pre-arranged conference call, so agenda items he brought forward were deferred to the end of the meeting.

#### EGSG Income Reports

The Chair explained that last year the garage opened in January and there were concerns about getting information out to people that it was open and to get them to use it. At that time, the Council asked for monthly reports. Revenue for FY 2013 was \$90,000 plus. The revenue goal for FY 2014 is 200,000 in hourly rates. If the current revenue rate is maintained (over \$30,000 was realized for September), the goal will be exceeded. The annual debt service payment on the garage is over \$900,000. The Chair asked if council members want to see the revenue monthly, or a 6 and 12 month report. A majority of members present agreed to receive a revenue report at 6 months and again at 12 months.

A council member asked about advertising to local businesses stating that the garage was open. The Chair reported that there is an arrangement with the City of San Marcos where we distributed 400 tickets for parking in the garage to be dispensed to customers for which the merchants, the City, and Texas State each contribute \$1. The merchants provide them to customers for 1 hour of free parking. The Chair stated she would get a report on the usage of those tickets.

A council member asked when the upcoming events at the new performing arts center would occur. The Chair reported that events begin on February 26, 2014, with a faculty/staff open house on Wednesday, ribbon cutting on Thursday, a Pride in Action celebration for donors on Friday, and open house and tours for the community on Sunday.

### TSAC Web Page and Contact Information

A handout was provided showing the TSAC web page, contact information, and minutes of the meetings posted. There was no discussion regarding this agenda item.

The Chair advised the next meeting is November 14, 2013 and since Mr. DeSalvo was not able to present his agenda items, Graduate Assistant Red Restricted Parking Passes and Ranch Road 12 Route Stop @ Speck Garage will be placed on the agenda for November.

### New Business

The Chair advised that ROTC students who have to attend physical training sessions between 6 and 7 a.m. at the Student Recreation Center have asked that we allow them to park at Speck Lot and not get ticketed because the buses do not run that early, they cannot afford \$115 for permits, and only have to park three times per week for an hour. The rules clearly state every vehicle parked on University property must display a valid permit. The Chair further advised she had responded to the request. It was explained if exceptions are made for one group, other groups would ask for exceptions too. President's Cabinet has made it clear that every space on campus is to be monetized and Parking Services is expected to break even on its budget. There was a safety concern expressed about students walking across campus at 5 a.m. so it was suggested they contact Bobcat Bobbies since that service is available dusk to dawn. Pay stations could be another option, but they are costly and that lot will not be there next year. The Chair consulted with Mr. Prentice and discussed a park by phone program that could be implemented. A council member said this is a good idea and the Chair pointed out that this could also be made available to students who participate in intramural sports in the Speck Lot area and Coliseum Lot area.

The Chair asked if the Council thought implementing a pilot program was worthy of investigation. Mr. Prentice stated he would research the functionality of such a program, more particularly, if this new technology can be integrated with the handheld technology currently being utilized by guards in Parking Services.

The meeting concluded.