



**PARKING ADVISORY BOARD  
MINUTES**

**REGULAR MEETING  
February 22, 2021**

The Parking Advisory Board convened in a regular meeting via the Zoom online format on February 22, 2021.

**I. Board Vice Chair Carina Boston Pinales called the meeting to order at 5:21 pm.**

**II. Board Members in Attendance:**

- Vice Chair Carina Boston Pinales
- Esther Garcia
- Esther Henk
- Kyle Mylius
- Chris Rue
- Mayor Hughson
- Council Member Baker

**Staff Present**

- Transit Manager, Pete Binion
- Transit Specialist, Amy Cogdill
- Commander Leonard
- Downtown Coordinator, Josie Falletta

**III. 30 MINUTE CITIZEN COMMENT PERIOD**

No comments read into record

**MINUTES**

1. Consider approval, by motion, of the following meeting minutes

- November 16, 2020 – Amended
- January 25, 2021

**A motion was made by Vice Chair Carina Boston Pinales, seconded by Kyle Mylius, to postpone the November 16, 2020 to March 15, 2021 meeting. The motion was carried by the following vote:**

For:	5 –	Vice-Chair Carina Boston Pinales, Board Member Kyle Mylius, Board Member Esther Garcia, Board Member Esther Henk, Board Member Chris Rue,
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Against:	0
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Absent: 2 – Board chair Kelly Stone, Board member Johnny Finch

**A motion was made by Kyle Mylius seconded by Chris Rue, to postpone the January 25, 2021 meeting minutes to March 15, 2021 meeting. The motion was carried by the following vote:**

For: 5 – Vice-Chair Carina Boston Pinales, Board Member Kyle Mylius, Board Member Esther Garcia, Board Member Esther Henk, Board Member Chris Rue

Against: 0

Absent: 2 – Board chair Kelly Stone, Board member Johnny Finch

**DISCUSSION ITEMS**

2. Review and hold discussion of Parks and Recreation Board Recommendation Resolution

- The board reviewed the Parks and Recreation Board Recommendation Resolution for paid parking in some river parks
- A message from the Parks and Recreation Board chair Diane Phalen was read – sent to the board through Transit Specialist Amy Cogdill
  - The message included that after the regular February Parks and Recreation Board meeting. The committee will reach out for a joint committee meeting after the February Parks and Recreation Board meeting.
- The Parking Advisory board feels that the language in the recommendation resolution did come from the joint meeting in August, but the details need to be discussed.
  - Board members did not object to doing paid parking at the locations in the recommendation resolution. There are concerns about the details of the Parks and Recreation Board Recommendation Resolution.
- Details to workout during a joint committee meeting with the Parks and Recreation Board committee:
  - How do students prove they are residents of San Marcos?
  - How do we roll paid parking out effectively to avoid negative feedback from the community members?
  - How to protect the neighborhood from being negatively affected by the paid parking in the parks.
  - What is the education process and signage of paid parking going to look like?
  - How does enforcement play into the paid parking program?
  - Where do the funds of specific tickets and lots need to go?

- Board member Rue notes there needs to be a plan in place for surrounding neighborhoods like hanging tags or increased enforcement.
    - Board member Mylius has concerns about how residents in affected neighborhoods can get parking permits and visitor passes.
    - Board member Rue advised that Rio Vista does not have an existing resident parking permit program, and some of the residents have to park on the street. Paid parking in the parks might have an impact on people parking in front of their homes.
      - The parking in neighborhoods is an existing problem during the peak summer months. A paid parking program might add to the neighborhood parking issues.
    - Council Member Barker had concerns over the turnover and notifying residents of neighborhoods of parking permit program if put in place.
  - Mayor Hughson suggested coming up will a park and ride system for community members going to the river with their items.
    - There are multiple lots the Parking Advisory Board could explore to have a park and ride system.
    - The shuttle system would have to be efficient to encourage people to use the park and ride system.
    - Board Member Rue suggests having a partnership with the Lions Club because they are already equipped to transport river goers.
  - Board Member Mylius has concerns about when the Parks and Recreation Board will roll out this program. Recommendation Resolution proposed May 1 but did not state the start year. Education and marketing would need to be done well before the start of the program.
  - Board Members feel resident parking in the lots is essential because the river is an amenity for residents. This would need to be included in the marketing of the program.
  - The board could make a recommendation Resolution on utilizing the City Hall parking lot on the weekends if they would like.
  - Board Member Mylius request more information on how to distinguish where a ticket is written and how to ensure the revenue generated from the tickets is put in the correct account.
    - Commander Leonard advised that there will be a location code on the citation, but the system would need to break it out. This would be a municipal court question.
  - Board Member Mylius brings up concerns on the overflow of baseball parking on weekends combined with the potential of an overflow of paid parking could be an issue that needs to be worked out.
  - Mayor Hughson suggests the board include in the recommendation resolution that they are not recommending towing. They are recommending ticketing only.
  - Board Member Rue will fill in for Chair Stone in the next joint committee meeting with the Parks and Recreation Board committee. Chair Stone's term is ending February 28, 2021.
    - A formal election to fill chair Stone's position on the committee will be held in March.
3. Hold discussion on potential input on the RFP for license plate recognition software
- Commander Leonard informed that this would be the time to generate a list of items to be considered to be included in the LPR RFP.
  - Board Member Mylius asked Commander Leonard what the shortfall of the NuPark system:

- Commander Leonard advised that the back-office part did not meet the needs of parking enforcement.
- Commander Leonard advised that the new LPR system would have to use the existing cameras installed on the parking enforcement vehicles.
- Board Member Mylius would like to look at a short contract that has the opportunity to renew.
- A new system would not be in place until October, in part due to the budget starting over in October.
- Commander Leonard informs the board that Legal is looking at a way to get a system for a DMV lookup to mail out tickets.
  - Board members would like to see mailing out tickets in the next LPR system.

**REPORTS**

4. Receive a staff report and update on status of RFP for e-cab program:
  - Amy Cogdill, Transit Specialist, gave an update that from a staff perspective, the e-cab pilot will not start until things are back to normal and COVID-19 cases in the area have decreased.
    - Staff wants the best results for the pilot program.
  - Amy Cogdill updated on procurement process:
    - Procurement released the additional question for vendors by the selection committee.
    - All vendors responded, and the selection committee was scheduled to meet the week of February 15, but due to weather emergencies, the meeting was postponed to the week of February 22.
  - Board Member Mylius request information on what the timeline would look like after the selection committee chose a vendor.
    - Amy Cogdill advised that staff would then go into negotiations with the winning vendor.
    - Staff would then look to get council approval once negotiations are completed.
  - Pete Binion, Transit Manager, advised that the e-cab pilot program's start date would include input from the board, the procurement team, other city staff, and the City Manager's office.
    - Looking at the parking demand that is normal or near-normal
    - Mayor Hughson noted that the vendor might need some lead time before the program will be ready to go.
  - Board Member Rue noted that the e-cabs could be marketed as COVID-19 safe vehicles because they are open-air vehicles with space.
  - Board Member Mylius mentioned a possibility of just having one vehicle in the pilot to make it last longer
5. Receive a staff report and update from Main Street on the downtown curbside parking initiative.
  - Josie Falletta, Main Street Coordinator, updated no major change. Main Street is still working on the updates from the last Parking Advisory Board meeting.
  - Commander Leonard included parking enforcement has started to write more tickets on the curbside parking places for cars incorrectly parked.
6. Receive a staff report on parking citations issued and paid.
  - Amy Cogdill updated that three parking tickets were paid in January, and Commander Leonard reported that parking enforcement wrote about 50 overtime parking tickets.

- Board Members understand that the pandemic has caused economic difficulties for some people.
- Commander Leonard mentioned that the utilization of NuPark to write all parking, including Handicap parking
- Board Members reported that downtown parking has increased downtown and request more enforcement to write warning citations downtown.

**FUTURE AGENDA ITEMS**

- Receive an update and discuss employee parking program
- Receive an update from the paid parking committee on meeting with the Parks and Recreation Board paid parking committee
- Reports: e-cab, downtown curbside parking initiative, and parking citations issued and paid.
- Chair and Vice chair elections
- Action item to fill the vacant paid parking committee position
- Annual review of by-laws

**QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC**

None.

**IV. ADJOURNMENT**

The meeting was adjourned at 6: 56 pm motioned by Kyle Mylius seconded by Esther Henk.



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Staff Liaison



Board/Commission Chair

Notice of Assistance at the Public Meetings

**PARKING ADVISORY BOARD**

**MEETING MINUTES  
February 22, 2021**

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