

**Transportation Services Advisory Committee Minutes  
March 1, 2023**

**This was an in-person meeting with a zoom option.**

**Present:**

Mr. Corbitt Armstrong  
Dr. Fuller Bazer  
Ms. Mary Cearley  
Mr. Bill Cox  
Mr. Joe Dillard  
Mr. Nick Farmer  
Dr. Angie Hill Price  
Ms. Erin Jones  
Ms. Katelyn Kellogg  
Mr. Peter Lange  
Ms. Robbie Lukeman  
Mr. Tom Reber  
Ms. Flora Reeves  
Mr. Ethan Tan  
Mr. Mark Welsh  
Mr. Graham Wolfe  
Ms. Tamra Young  
Mr. Andrew Moore

**Absent:**

Mr. Ed Costello  
Dr. Andrew Klein  
Mr. Dale Rice  
Ms. Deborah Wright

**Guests:**

Called to Order 11:37 a.m. by Mr. Peter Lange

1. Review/Approve Minutes from December 7, 2022, Meeting – Mr. Peter Lange
  - 1.1. Approved by – Mr. Tom Reber
  - 1.2. Seconded by – Mr. Bill Cox
2. Updates – Mr. Peter Lange
  - 2.1. Welcome everyone. I hope everyone's semester is going well. Transit ridership is up 10% from last semester. Permits are down 3%. Some students seem to be opting out of parking and moving to transit.
    - 2.1.1. New Technology – we are utilizing Pay on Phone as an alternative way to pay for hourly parking at garages. This is a soft launch. Exit transactions are quicker because payment is made before customers arrive at the gate. Customers pay on their phones; it validates the ticket, and they can scan their ticket or phone at the exit. We can possibly have fewer pay machines in the future because of this technology. We plan to promote this to all users very soon.
      - 2.1.1.1. Mr. Dillard – Once they pay do they use the same ticket, and how much time needs to lapse from when payment is made to exit? Is it instant?
        - 2.1.1.1.1. Mr. Lange – it is instant, no lapse. They will still have 15 minutes after making payment to exit the garage.
        - 2.1.1.1.2. Dr. Price – We have found that we still have families and students without smart phones, will paying with credit card at the pay station still be an option?

2.1.1.1.2.1. Mr. Lange – Yes, that will still be an option. We have no plans to take those out at this point. We would still like to explore going cashless.

2.1.1.1.2.2. Online question – What app is used?

2.1.1.1.2.2.1. Ms. Wiggs – It is not an app, it is a QR code that takes you to a webpage for payment when scanned. There is no need to set up an account to utilize.

3. Late Requests for Permits and Event Parking – Ms. Lynn Wiggs (Power Point Presentation)

3.1. Ms. Lynn Wiggs - As our campus continues to thrive, this is increasing the number of last-minute requests we are receiving, with less than 3 business days advance notice. We are a service organization and here to serve people and ensure they have a good experience.

3.1.1. Plan – Regular price will be charged for requests not involving staff received at least 3 business days in advance. Regular price will be charged for requests involving staff or signage 2 weeks in advance. There will be a 25% fee for any requests not submitted in the required notification timeframe. This new plan will be implemented on September 1, 2023, and we will begin the notification process now.

3.1.1.1. Mr. Lange – We are victims of our own success. These ideas are consistent with the transit charter request process, and we hope to get people to plan better.

3.1.1.2. Ms. Lollar - It seems that people forget about the parking piece when they are planning their events, and this can put our staff in a bind.

3.1.1.3. Mr. Cox – How big of a request increase have you seen?

3.1.1.3.1. Ms. Wiggs – Requests 1 to 2 days before are greater than 25%.

3.1.1.4. Ms. Guerra – We will be sure to make it clear the timing definitions are business days, not including weekends.

3.1.1.5. Mr. Dillard/Mr. Welsh – We would like copies of the presentation to share with our staff.

4. WCG, Gateless for the Summer – Ms. Darla Guerra (Power Point Presentation)

4.1. Ms. Darla Guerra – We have been tasked to come up with a better solution for customers utilizing WCG for the summer. We are proposing the physical removal of the gate arms for the summer.

4.1.1. Visitors will pay upon arrival with ParkMobile and customers with any valid TAMU parking permit may park without payment. This will enhance the customer experience and help New Student Conference (NSC) attendees.

4.1.2. We will be proactive on getting the attendees and customers to understand how to use their permits properly to avoid confusion. A comprehensive communication campaign will inform all customer groups about the changes.

4.1.3. We will also utilize temporary signage to help and support this transition. Signage will contain information on ways to pay and will also be displayed on the main columns in the garage, pedestrian paths, in the lobbies and in elevators.

4.1.4. Removal of the gate arms will run from May 15<sup>th</sup> through August 13<sup>th</sup>. We will reinstall the gates on August 14<sup>th</sup> and evaluate how the new process worked to determine long-term feasibility.

4.1.5. Mr. Lange – We really want NSC to park in WCG. This option is very convenient and is safer than parking in the lots across the street and having to walk across Welborn Rd. We are hoping for a positive outcome.

- 4.1.6. Enforcement – License Plate Recognition (LPR) will continue to be utilized to monitor the garage. Anyone that parked and did not pay will get a citation. The citation will be for the daily parking rate of \$15 and not the usual \$35 fine.
- 4.1.7. Dr. Price – What is the status of Polo Road parking?
  - 4.1.7.1. Mr. Lange – We are still working out what is going to happen with a couple of challenges we have from lots 47 & 51. We will have space in lots 54 & 55. The Engineering NSC attendees should be ok for this summer.
  - 4.1.7.2. Ms. Lollar – This a small subset and not all are arriving at once which is helpful.
  - 4.1.7.3. Ms. Wiggs – Shuttle information will also be included in the NSC packets.
  - 4.1.7.4. Dr. Price – Please let us know what we can do to help with communication.
- 5. Strategic and Mobility Master Plan Updates – Ms. Debbie Lollar and Ms. Julie Villarreal (Power Point Presentation)
  - 5.1. Ms. Debbie Lollar (Strategic Plan) – Most of you have some familiarity with our Strategic Plan. We would like to update you all as we have a strong commitment to you about the progress and status.
    - 5.1.1. January 2022 – we kicked off and hired consultants and selected our steering committee.
    - 5.1.2. In April 2022 we had a 6-hour retreat with over 80 participants. We came back with the basis of our priorities.
    - 5.1.3. During April – June the steering committee completed data analysis from the retreat outcome.
    - 5.1.4. June – September – focus group meetings were held with volunteers to provide input on concentrated topics.
    - 5.1.5. From September to December Leadership met to discuss draft plan elements.
    - 5.1.6. We have completed our final draft as of late last month.
    - 5.1.7. Data sheets were collected to show our story and a timeline was created. We wanted to be able to catalog our history and now you can see it displayed around our building. It contains all the components to be able to understand where we have come from and what we have accomplished.
    - 5.1.8. What's Next – This is the first of our roadshows to report what we have completed. We currently have 4 others planned and would love to have the opportunity to present it to your groups. We will begin work using broadly inclusive implementation teams. We have a process to identify sponsors within our management team. Team leads will not be managers and will help to identify the actionable items for implementation. We are anticipating 2-3 months to begin implementing action items. We will have a meeting this month for kickoff.
    - 5.1.9. We will be monitoring and will report to this group on what and how we are doing.
  - 5.2. Ms. Julie Villarreal (Master Mobility Plan) – The Master Mobility Plan was a huge project, and we were assisted by Walker Consultants.
    - 5.2.1. January 2020 - We kicked off and collected data.
    - 5.2.2. Spring 2021 – Held virtual engagements
    - 5.2.3. Fall 2021 – Held in-person engagements
    - 5.2.4. Spring/Summer 2022 - Walker Consultants submitted their report including implementation recommendations and we set meetings with the team to begin implementation.

- 5.2.5. Monthly 2023 – The implementation team meets monthly to prioritize.
- 5.2.6. Walker Consultants have been amazed at how we have already completed some of the recommendations. We have budgeted for some capital costs, and we will need multiple ways to be able to fund the larger projects.
- 5.2.7. What's Next – We are on a roadshow to present both the Strategic Plan and Mobility Master Plan and have 4 presentations scheduled. We will continue to monitor for ongoing progress and continue to align our plans with the campus and local community.
- 5.2.8. The entire plan can be found on our website. We welcome feedback and want to keep the dialogue open.
  - 5.2.8.1. Mr. Joe Dillard – will today's power point presentation also be available?
    - 5.2.8.1.1. Ms. Debbie Lollar – the information will be on our website
    - 5.2.8.1.2. Mr. Peter Lange – all our goals and priorities will be located here. We will also have some hard copies printed once we have finalized everything in about a month's time.
    - 5.2.8.1.3. Ms. Madison Metsker-Galarza – You will not see the ideas that came from the small group meetings, but all the strategies and goals are there
    - 5.2.8.1.4. Mr. Peter Lange – The Mobility Master Plan is also located on the website. The recommendations are listed and will be updated to serve as a living document to keep our campus community informed
- 5.2.9. Mr. Peter Lange – We are excited to get this part across the finish line. Both plans mean a lot to us, our staff, and campus. Thank you to all who have helped us reach this point. Please use the feedback form on the website.
- 5.2.10. Ms. Debbie Lollar – Are there any other questions or feedback?
- 6. Future Agenda Items for the next TSAC meeting – Student Parking Priority
  - 6.1. We would discuss change and new requests. Recommendation that priority order remains the same and remove prior permit ownership from requests. This would allow everyone in the same classification to be equal and rank them according to their class.
- 7. Personal Electrified Vehicles, Modified Bikes, Etc. - Ms. Debbie Lollar
  - 7.1. We need rule updated/modifications and need to get it in place ideally before the upcoming New Student Conferences. There are several safety issues and concerns we need to address. We will add this to the agenda soon.
    - 7.1.1. Dr. Price – They are bringing them into the building – scooters, one wheels etc. There is no reason they cannot have them lock outside. It is becoming a hazard and we need a policy sooner than later.
      - 7.1.1.1. Ms. Debbie Lollar – we are initiating the necessary meetings.
      - 7.1.1.2. Dr. Price – We can then work with the building proctors to communicate to them where they can park
- 8. Open Discussion
  - 8.1. Dr. Price – Have you thought about putting in a cross walk between Mechanical Engineering and Zachary?
    - 8.1.1. Mr. Peter Lange – Could we close Spence Street? Could we move the gate to the other side of the sidewalk?
    - 8.1.2. Mr. Bill Cox – The biggest challenge is getting turned around and then getting back out

- 8.2. Dr. Price – At Northside Garage exit there is a blind spot because of the overgrown shrubs. Can we do something about this?
  - 8.2.1. Student – Yes, I was almost hit today when crossing
  - 8.2.2. Mr. Bill Cox – The shrubbery is very mature and growing very tall
  - 8.2.3. Mr. Peter Lange – We will get it trimmed ASAP and evaluate if it needs replacement
- 8.3. Mr. Tom Reber – Can we talk about the 6:00 p.m. basketball and baseball games
  - 8.3.1. Mr. Peter Lange – This was epic! We are working on the after action of “Carmageddon” and will have other ideas. All the parking in the area filled except the garage; it was a very difficult situation for both customers and those working to manage traffic
  - 8.3.2. Ms. Debbie Lollar – Some people had aggressive driving behavior because of their frustrations, and this ended up causing an accident with one of our employees.
  - 8.3.3. Mr. Peter Lange – We closed the lots around Reed Arena and reopened them a couple of times as vacancies occurred when people not going to the game left school or work. Communication about where there was available space was difficult. We opened the gates at WCG as well to help out
- 8.4. Mr. Bill Cox – What is the progress on the area between MSC and ILCB
  - 8.4.1. Ms. Debbie Lollar – There is a component in the Mobility Master Plan that recommends both bike lanes be located against the east curb of Stallings Boulevard to avoid conflict with the traffic lanes in and out of SBG.
- 8.5. Dean Mark Welsh – We have a professor that lives out of state and travels here on occasion. He asked about the discontinuation of the reduced rate for parking at Easterwood Airport. Is that through Transportation Services?
  - 8.5.1. Ms. Debbie Lollar – No, that goes through the airport. We do have bus service to the airport Monday – Friday as an option.
- 8.6. Mr. Ethan Tan – There are some grad students that TA and are having issues obtaining parking close to where they are teaching. Will the prioritizing change affect them?
  - 8.6.1. Mr. Peter Lange – Yes, the change will affect grad students. All will be ranked wholly by classification, and this will make them all equal and will apply to new grad students as well as those who already have permits
  - 8.6.2. Mr. Joe Dillard – The priority changes for students, will this affect them if they become staff?
    - 8.6.2.1. Mr. Peter Lange – we will see the status change from student to staff when processing

Meeting adjourned – 1:04 PM