



**City of San Marcos  
Regular Meeting  
Parking Advisory Board  
April 17, 2023 5:00 pm  
City Hall: Conference Room  
630 E. Hopkins Street  
San Marcos, Texas 78666**

**Please click the link below to join the meeting:  
<https://us02web.zoom.us/j/86884598130>**

Webinar ID: 868 8459 8130

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**I. Call To Order**

**II. Roll Call**

**III. Citizen Comment Period:**

*Persons wishing to participate (speak) during the Citizen Comment portion of the meeting must email [acogdill@sanmarcostx.gov](mailto:acogdill@sanmarcostx.gov) prior to 12:00PM the day of the meeting. A call-in number to join by phone or link to join by a mobile device, laptop or desktop computer will be provided for participation.*

**PRESENTATION**

1. Introduction of Charles Campbell, Multimodal Parking Initiatives Manager

**MINUTES**

2. Consider, by motion, the approval of regular meeting minutes:
  - a. March 20, 2023

**REPORT ITEMS**

3. Receive a staff report on Get Around Downtown and discuss Key Performance Indicators (KPI) for pilot program
4. Receive a staff report on the Employee Parking Program
5. Receive a staff report on parking citations issued and paid last month and update on the new parking system software

**DISSCUSSION ITEMS**

6. Hold discussion of future name of long-term electric cab program
7. Hold discussion and provide update to Texas State University on current parking initiatives:

- a. Update on Parking Advisory Board activities and Recommendation Resolutions
- b. Updates from Texas State on parking plans and policies
- c. Discussion on opportunities for coordination/collaboration

## **FUTURE AGENDA ITEMS**

8. Board Members may provide requests for discussion items for a future agenda in accordance with the board's approved bylaws. *No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act.*

**IV. QUESTION AND ANSWER SESSION WITH PRESS AND PUBLIC.** This is an opportunity for the Press and Public to ask questions related to items on this agenda.

## **V. ADJOURNMENT**

### Notice of Assistance at the Public Meetings

The City of San Marcos is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Individuals who require auxiliary aids and services for this meeting should contact the City of San Marcos ADA Coordinator at 512-393-8000 (voice) or call Texas Relay Service (TRS) by dialing 7-1-1. Requests can also be faxed to 855-461-6674 or sent by e-mail to [ADArequest@sanmarcostx.gov](mailto:ADArequest@sanmarcostx.gov).

For more information on the Parking Advisory Board please contact Amy Cogdill at [acogdill@sanmarcostx.gov](mailto:acogdill@sanmarcostx.gov)



**PARKING ADVISORY BOARD  
MINUTES**

**REGULAR MEETING  
March 20, 2023**

**The Parking Advisory Board convened in a regular meeting via the Zoom online format and in-person on March 20, 2023.**

**I. Chair Carina Boston Pinales called the meeting to order at 5:13 pm.**

**II. Board Members in Attendance:**

- Carina Boston – Pinales
- Vice-Chair John David Carson
- Esther Henk
- Rosalie Ray
- Mayor Hughson
- Council Member Gleason

**Staff Present**

- Assistant City Manager, Laurie Moyer
- Assistant Director Public Works, Pete Binion
- Main Street Manager, Josie Falletta
- Parking Coordinator, Samantha Cervantez
- Transit Manager, Amy Cogdill

**III. 30 MINUTE CITIZEN COMMENT PERIOD**

**MINUTES**

1. Consider, by motion, the approval of regular meeting minutes:
  - January 23, 2023
  - February 27, 2023

**A motion was made by Dr. Ray, seconded by Vice Chair John David Carson, to approve the February 27, 2023 and amend the January 23, 2023 minutes for clarity.**

**The motion was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	

Absent

2-

Board Member Esther Garcia, Board Member Johnny Finch

**REPORT ITEMS**

2. Receive a staff report on Get Around Downtown and discuss Key Performance Indicators (KPI) for pilot program

- Program has spent \$155,419 so far, leaving about nine months remaining in the pilot
- There have been 3,987 rides so far
- 83% of riders are repeat customers
- Staff presented cost estimates for putting graphics on the vehicles
- The board gave direction to put QR codes on the vehicles and work with Ecab of North America to put single-color lettering on the vehicles
- The board would like to ensure “Get Around Downtown” “free,” and that the dispatch numbers are on the vehicle
- We are seeing more rides per day. The board would like to see more daily rides to help justify the cost.
- The board would like more information on where people come from during the late night hours. The board would like to know if they are coming from having a good time downtown or from work.
- Staff would like the board to consider what the mission of the program would be. Great transit systems have a core mission and problem they are trying to solve.

3. Receive a staff report on the Employee Parking Program

*John David Carson Recused himself from the conversation*

- There are seven businesses registered for 19 spaces
- The board would like to know how often the businesses use the lots

4. Receive a staff report on parking citations issued and paid last month

- Parking citations issued: 832
- Parking citations paid: 256
- Staff reviewed the new citation handouts that will start to go out with Downtown parking citations with information on how to avoid parking citations.

**ACTION ITEMS**

5. Consider, by motion, the support of Recommendation Resolution 2023-01 RR for the support of the revised booting ordinance.

- Staff provided a brief update on the proposed recommendation resolution
- This outlines the concepts of booting
- EH requested staff to look into the Municipal Parking Services program before we start the booting enforcement.
  - Parking enforcement staff updates that the system helps automate citations
- The change in the recommendation resolution would allow staff to place a boot on vehicles with three or more outstanding citations.
- Currently, staff must send multiple certified letters before booting the vehicle.
- With the proposed changes, staff does not need to issue certified letters. Instead, they can place a sticker on the car as notice that they are eligible for a boot within ten days if the citations have not been taken care of
- Staff has the boots available now, but there will need to be an educational component before the change in enforcement
- The board would like to have booting information on the physical tickets as well to ensure everyone has proper notification of a boot
- The board would like to use an actual vehicle with a boot on it to demonstrate that the boot is now an enforcement method
- The recommendation resolution will go to a Council work session, staff will work on the updates and then bring it back to a regular council meeting for the two readings before the update ordinance will be effective

**Motion made by John David Carson seconded by Carina Boston Pinales to Approve the recommendation resolution. The motion was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	
Absent	2-	Board Member Esther Garcia, Board Member Johnny Finch

6. Consider, by motion, the support of Recommendation Resolution 2023-02 RR for the support of continuous parking as an enforcement method and extending hours of parking in low-demand areas Downtown
  - Staff gave a presentation on Continuous Parking and Extended parking
  - Continuous parking would require people to move their vehicles to a completely different block rather than being able to move one space over. Extended parking would work together with the continuous parking
  - The county enforces the spots around the courthouse square. The City will need to do an educational outreach that identifies that those spots are not enforced by city staff

- The county citations are \$60 tickets and an additional \$80 fine
- Board members have a concern over the Continuous parking concept. Some customers come downtown multiple times a day. If the customers are not able to park where they need to park because of the continuous parking, then they will not come back downtown
- There is support for the extended parking concept but less for continuous parking.
- The board recommends using the new booting enforcement method and the extended hour change in ordinance to see if there is improvement in high-demand areas and then come back to the continuous parking concept.
- The board would also like to exhaust the employee parking educational efforts before adding the additional continuous parking enforcement method.
- Parking Enforcement staff has improved the process to dispute tickers by allowing Sam to dismiss parking citations rather than only going to the court to dispute.

**Motion made by John David Carson seconded by Carina Boston Pinales to approve the recommendation resolution.**

**A Motion made by John David Carson seconded by Dr. Ray to amend the recommendation resolution to remove the Continuous parking information and only bring the extended parking concept at this time. The motion was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	
Absent	2-	Board Member Esther Garcia, Board Member Johnny Finch

**The main motion as amend was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	
Absent	2-	Board Member Esther Garcia, Board Member Johnny Finch

7. Consider, approval, by motion, the adoption of the Parking Advisory Board by-laws.

- The board must approve the bylaws every year.

- The Bylaws have stayed the same since the last time they were approved.

**Motion made by John David Carson, seconded by Dr. Ray to approve the by-laws. The motion was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	
Absent	2-	Board Member Esther Garcia, Board Member Johnny Finch

8. Consider approval, by motion, the appointment of a new Chair and Vice-Chair for one-year term.

- Staff gave the update on the current chair and vice chair.
- The board must elect a new chair and vice chair for the coming year.
- Carina would like to work on a letter to send to downtown residential buildings to try to fill the downtown resident position on the board.

**Motion by John David Carson Seconded by Carina Boston Pinales to nominate Dr. Ray for board chair. Motion by Carina Boston Pinales seconded by Dr. Ray to nominate John David Carson for board vice chair. The motion was carried by the following vote:**

For:	4-	Board Member Carina Boston Pinales, Vice Chair John David Carson, Board Member Esther Henk, Chair Rosalie Ray
Against:	0-	
Absent	2-	Board Member Esther Garcia, Board Member Johnny Finch

**FUTURE AGENDA ITEMS**

**QUESTION AND ANSWER SESSION WITH THE PRESS AND PUBLIC**  
None.

**IV. ADJOURNMENT**

The meeting was adjourned at 7:11 pm by Dr Ray

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**Staff Liaison**

**Board/Commission Chair**

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## Initial Downtown Scan Citations at 10:30 AM

3/1/2023

Violation	Count	Warnings	Voids	Total	Fines
230-Parked in a No Parking Zone	3	0	0	3	\$90.00
251-Backed Into Head-In Angled Parking	2	0	0	2	\$45.00
252-Head-In Into Backed-In Angle Parking	1	0	0	1	\$45.00
<b>Grand Totals</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>\$180.00</b>

3/2/2023

Violation	Count	Warnings	Voids	Total	Fines
201-Parked Overtime	3	0	1	4	\$30.00
252-Head-In Into Backed-In Angle Parking	2	0	1	3	\$45.00
<b>Grand Totals</b>	<b>5</b>	<b>0</b>	<b>2</b>	<b>7</b>	<b>\$75.00</b>

3/3/2023

Violation	Count	Warnings	Voids	Total	Fines
252-Head-In Into Backed-In Angle Parking	1	0	1	2	\$45.00
<b>Grand Totals</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>\$45.00</b>

3/6/2023

Violation	Count	Warnings	Voids	Total	Fines
151-Backed Into Head-In Angled Parking - Warning	0	2	0	2	\$0.00
152-Head-In Into Back-In Angle Parking - Warning	0	1	0	1	\$0.00
251-Backed Into Head-In Angled Parking	1	0	1	2	\$0.00
<b>Grand Totals</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>5</b>	<b>\$0.00</b>

3/7/2023

Violation	Count	Warnings	Voids	Total	Fines
151-Backed Into Head-In Angled Parking - Warning	0	4	0	4	\$0.00
<b>Grand Totals</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>\$0.00</b>

3/8/2023

Violation	Count	Warnings	Voids	Total	Fines
151-Backed Into Head-In Angled Parking - Warning	0	1	0	1	\$0.00
<b>Grand Totals</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>\$0.00</b>

3/9/2023

Violation	Count	Warnings	Voids	Total	Fines
101-Parked Overtime - Warning	0	1	0	1	\$0.00
119-Parked Within 30' Of Traffic Control Dev-Warn	0	1	0	1	\$0.00
151-Backed Into Head-In Angled Parking - Warning	0	2	0	2	\$0.00
205-Disable Parking Violation	1	0	0	1	\$750.00
230-Parked in a No Parking Zone	1	0	0	1	\$135.00
251-Backed Into Head-In Angled Parking	1	0	0	1	\$45.00
<b>Grand Totals</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>7</b>	<b>930</b>

3/10/2023

Violation	Count	Warnings	Voids	Total	Fines
119-Parked Within 30' Of Traffic Control Dev-Warn	0	2	0	2	0
130-Parked in a No Parking Zone - Warning	0	4	0	4	0
142-Parked Left Side Street/Facing Traffic - Warn	0	4	0	4	0
225-Interfering With Enforcement	1	0	0	1	45
230-Parked in a No Parking Zone	2	0	0	2	90
251-Backed Into Head-In Angled Parking	1	0	0	1	45
<b>Grand Totals</b>	<b>4</b>	<b>10</b>	<b>0</b>	<b>14</b>	<b>180</b>

3/13/2023

Violation	Count	Warnings	Voids	Total	Fines
203-Parked In Fire Zone	1	0	0	1	75
230-Parked in a No Parking Zone	1	0	0	1	45
242-Parked Left Side Street/Facing Traffic	2	0	1	3	30
252-Head-In Into Backed-In Angle Parking	1	0	0	1	0
<b>Grand Totals</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>6</b>	<b>150</b>

3/14/2023

Violation	Count	Warnings	Voids	Total	Fines
242-Parked Left Side Street/Facing Traffic	4	0	0	4	90
<b>Grand Totals</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>90</b>

### 3/15/2023

Violation	Count	Warnings	Voids	Total	Fines	
151-Backed Into Head-In Angled Parking - Warning		0	1	0	1	0
230-Parked in a No Parking Zone		1	0	0	1	45
<b>Grand Totals</b>		1	2	0	3	45

### 3/16/2023

Violation	Count	Warnings	Voids	Total	Fines	
109-Parked Within 4' Of A Mailbox - Warning		0	1	0	1	0
134-Parked in Loading Zone - Warning		0	1	0	1	0
252-Head-In Into Backed-In Angle Parking		1	0	0	1	45
<b>Grand Totals</b>		1	4	0	5	45

### 3/20/2023

Violation	Count	Warnings	Voids	Total	Fines	
151-Backed Into Head-In Angled Parking - Warning		0	2	0	2	0
230-Parked in a No Parking Zone		5	0	0	5	120
237-Parked Within 15' Of Fire Hydrant		1	0	0	1	50
239-Parked Within 20' Of Crosswalk		2	0	0	2	0
242-Parked Left Side Street/Facing Traffic		1	0	0	1	20
251-Backed Into Head-In Angled Parking		1	0	0	1	30
<b>Grand Totals</b>		10	2	0	12	220

### 3/21/2023

Violation	Count	Warnings	Voids	Total	Fines	
230-Parked in a No Parking Zone		4	0	0	4	60
242-Parked Left Side Street/Facing Traffic		1	0	0	1	20
<b>Grand Totals</b>		5	0	0	5	80

### 3/22/2023

Violation	Count	Warnings	Voids	Total	Fines	
142-Parked Left Side Street/Facing Traffic - Warn		0	2	0	2	0
230-Parked in a No Parking Zone		4	0	0	4	60
239-Parked Within 20' Of Crosswalk		1	0	0	1	20
242-Parked Left Side Street/Facing Traffic		1	0	0	1	20
<b>Grand Totals</b>		6	2	0	8	100

### 3/23/2023

Violation	Count	Warnings	Voids	Total	Fines	
209-Parked Within 4' Of A Mailbox		2	1	0	3	40
230-Parked in a No Parking Zone		2	0	0	2	30
242-Parked Left Side Street/Facing Traffic		1	0	0	1	20
<b>Grand Totals</b>		7	1	0	8	90

### 3/24/2023

Violation	Count	Warnings	Voids	Total	Fines	
119-Parked Within 30' Of Traffic Control Dev-Warn		0	1	0	1	0
205-Disable Parking Violation		0	0	1	1	0
209-Parked Within 4' Of A Mailbox		1	0	0	1	20
230-Parked in a No Parking Zone		3	0	0	3	30
234-Parked in Loading Zone		1	0	0	1	30
235-No Parking Zone - RPP		2	0	0	2	60
242-Parked Left Side Street/Facing Traffic		1	0	0	1	20
251-Backed Into Head-In Angled Parking		4	0	0	4	120
<b>Grand Totals</b>		12	1	1	14	280

### 3/27/2023

Violation	Count	Warnings	Voids	Total	Fines	
136-Wheels Over 18" From The Curb - Warning		0	1	0	1	0
142-Parked Left Side Street/Facing Traffic - Warn		0	1	0	1	0
151-Backed Into Head-In Angled Parking - Warning		0	2	0	2	0
230-Parked in a No Parking Zone		1	0	0	1	30
237-Parked Within 15' Of Fire Hydrant		1	0	0	1	50
252-Head-In Into Backed-In Angle Parking		1	0	0	1	30
<b>Grand Totals</b>		3	4	0	7	110

### 3/30/2023

Violation	Count	Warnings	Voids	Total	Fines	
119-Parked Within 30' Of Traffic Control Dev-Warn		0	2	0	2	0
130-Parked in a No Parking Zone - Warning		0	1	0	1	0
205-Disable Parking Violation		1	0	0	1	500
230-Parked in a No Parking Zone		4	0	0	4	120
<b>Grand Totals</b>		11	3	0	14	620

3/31/2023

Violation	Count	Warnings	Voids	Total	Fines	
109-Parked Within 4' Of A Mailbox - Warning		0	2	0	2	0
130-Parked in a No Parking Zone - Warning		0	6	0	6	0
151-Backed Into Head-In Angled Parking - Warning		0	4	0	4	0
152-Head-In Into Back-In Angle Parking - Warning		0	1	0	1	0
230-Parked in a No Parking Zone		2	0	0	2	60
251-Backed Into Head-In Angled Parking		1	0	0	1	30
<b>Grand Totals</b>		3	13	0	16	90



## Citation Violations Summary

Dates beginning 3/1/2023 through 3/31/2023

Violation	Count	Warnings	Voids	Total	Fines
101-Parked Overtime - Warning	-1	2	1	2	\$0.00
102-Parked Blocking Bicycle Lane -Warning	-1	1	1	1	\$0.00
105-Disable Parking Violation - Warning	0	11	0	11	\$0.00
107-Personal Watercraft or Boat in Res. Area-Warn	0	1	0	1	\$0.00
108-Large Vehicle Parked in Res. Area - Warning	0	1	0	1	\$0.00
109-Parked Within 4' Of A Mailbox - Warning	0	4	0	4	\$0.00
119-Parked Within 30' Of Traffic Control Dev-Warn	0	10	0	10	\$0.00
130-Parked in a No Parking Zone - Warning	0	20	0	20	\$0.00
132-Parked Blocking Crosswalk - Warning	0	1	0	1	\$0.00
134-Parked in Loading Zone - Warning	0	2	0	2	\$0.00
136-Wheels Over 18" From The Curb - Warning	0	1	0	1	\$0.00
138-Double Parked -Warning	-1	5	1	5	\$0.00
140-Parked In Lane of Traffic - Warning	0	1	0	1	\$0.00
142-Parked Left Side Street/Facing Traffic - Warn	0	34	0	34	\$0.00
145-Parked On Sidewalk - Warning	-1	9	1	9	\$0.00
146-Comm Veh In Res Area (Semi/Const./Farm)-Warn	0	1	0	1	\$0.00
148-Parked On Street For Sale/Repair - Warning	0	1	0	1	\$0.00
151-Backed Into Head-In Angled Parking - Warning	0	30	0	30	\$0.00
152-Head-In Into Back-In Angle Parking - Warning	0	4	0	4	\$0.00
201-Parked Overtime	802	2	49	853	\$16,590.00
203-Parked In Fire Zone	16	0	2	18	\$675.00
205-Disable Parking Violation	22	0	2	24	\$8,000.00
209-Parked Within 4' Of A Mailbox	4	1	0	5	\$80.00
225-Interfering With Enforcement	1	0	0	1	\$45.00
230-Parked in a No Parking Zone	258	4	5	267	\$6,465.00
234-Parked in Loading Zone	5	0	0	5	\$120.00
235-No Parking Zone - RPP	8	0	1	9	\$210.00
237-Parked Within 15' Of Fire Hydrant	5	0	0	5	\$275.00
238-Double Parked	6	0	0	6	\$105.00
239-Parked Within 20' Of Crosswalk	8	0	0	8	\$140.00
242-Parked Left Side Street/Facing Traffic	32	2	2	36	\$510.00
245-Parked On Sidewalk	5	0	0	5	\$135.00
251-Backed Into Head-In Angled Parking	11	0	1	12	\$315.00
252-Head-In Into Backed-In Angle Parking	39	2	8	49	\$1,170.00
<b>Grand Totals</b>	<b>1218</b>	<b>150</b>	<b>74</b>	<b>1442</b>	<b>\$34,835.00</b>

**Downtown Parking Citations Issued and Paid for Parking Advisory Board**

Downtown Parking Citations Issued and Paid			
Month	Number of Citations Paid	Citations Issued	Percent of citations issued that have been paid
November '21	187	543	34%
December '21	192	468	41%
January '22	187	508	37%
February '22	185	513	36%
March '22	248	808	31%
April '22	261	980	27%
May '22	297	1176	25%
June '22	319	1197	27%
July '22	295	1313	22%
August '22	463	1364	34%
September '22	523	1751	30%
October '22	477	1281	37%
November '22	382	1000	38%
December '22	369	1037	36%
January '23	363	1098	33%
February '23	256	832	31%
March '23	325	1218	27%

