

**Transportation Services Advisory Committee Minutes**  
**February 5, 2025**  
**11:30 AM – 1:00 PM**

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

**Present:**

Mr. Sam Chew  
Mr. Ed Costello  
Mr. Bill Cox  
Mr. Joe Dillard  
Ms. Tracey Forman  
Mr. Patrick Grigsby  
Mr. Brad Hall  
Dr. Angie Hill Price  
Dr. Andrew Klein  
Mr. James “Jim” Kovar  
Ms. Debbie Lollar  
Mr. Bill Meredith  
Ms. Amanda Pelton  
Mr. Tom Reber

**Absent:**

Ms. Adelaide Edgington  
Ms. Kaylee Rackley  
Prof. Dale Rice  
Dr. Dave Tarvin

**Guests:**

Ms. Debbie Albert

**Online:**

Ms. Jennifer Enloe  
Ms. Erin Jones  
Ms. Lilia Gonzales  
Ms. Tamra Young for Ms. Deborah Wright

Called to Order 11:45 a.m. by Ms. Debbie Lollar

1. Review/Approve Minutes from the December 4, 2024, Meeting – Ms. Debbie Lollar
  - Approved by – Mr. Tom Reber
  - Seconded by – Mr. Bill Cox
2. Updates – Ms. Debbie Lollar
  - It is good to see you all. I am pleased to announce that we have started the POR requirements for a new garage (#8). We hope to have the POR completed by May so that we can be on the August BOR agenda. If we stay on the projected timeline, the garage will open Fall '28. Ms. Lilia Gonzales is initiating the process to redevelop the West Campus Master Plan, which will help determine where the next garage will be located. The demand is for about 5,500 spaces, and the garage plan is up to 2,000 spaces. We are initiating conversations already for garage #9 and construction may have to overlap. We are exploring all the avenues of revenue, to determine what could be done to support the growth of West campus such as events, citation and permit rates. We will be bringing items to you as we begin to nail them down.
3. Capacity Study and Student Experience Study – Ms. Debbie Lollar
  - We received all the comments that were submitted for the studies. Our managers and assistant managers met to review and discuss them. We are leading some efforts. Ms. Julie Villarreal is

heading items from the student experience study. Her and her team will be meeting tomorrow to discuss wheel and pedestrian separation and ways to improve the enforcement of rules. We have a campaign focused on the enforcement and education of rules and regulations. Chief Johnson has identified a police officer to team up with us.

- The quote process has been initiated for the order of 8-10 new buses. We have previously discussed the status of our buses. We have been dealing with a radius rod problem and currently testing some parts that were manufactured for us.
  - Mr. Bill Cox – Are these buses in addition to what we have?
    - Ms. Debbie Lollar – To offset what we have parked. We are still not able to order the electric buses from the grant we were awarded. We would be about 18 months out if we order these buses now.
  - Mr. Patrick Grigsby – With the freeze of federal grants, how badly would Transportation Services be affected?
    - Ms. Debbie Lollar – We are not federally funded. The only impact would be the bus grant we are currently working through.

#### 4. Customer Complaint – Ms. Debbie Lollar

- I received an email addressed to me as the co-chair of the Transportation Services Advisory Committee from a graduate student that has now departed the university.
  - Parking Citations – We do send out an email the next day for any citations not paid the day they are received.
  - Returned Permits – The day a permit is returned it becomes inactive. There is no way to return it and then extend the permit “active” date.
    - Ms. Tracey Forman – Can they appeal?
      - Ms. Debbie Lollar – It is an option.
    - Ms. Tracey Forman – I was refunded when returning a permit in the past.
      - Ms. Debbie Lollar – When it is paid in full yes, it is refunded. Payroll deduction is different.
    - Mr. Jim Kovar – Do you physically have to turn in a permit?
      - Ms. Debbie Lollar – It is virtual.
    - Mr. Jim Kovar – Maybe there should be a pop-up window alerting “if returned you will lose use immediately, if monthly it will go inactive at the end of the month”.
    - Mr. Joe Dillard – If using payroll deduction, you could add to the agreement when purchasing.
      - Ms. Lynn Wiggs – We do.
    - Mr. Bill Cox – Have them confirm/agree when using a pop-up alert during the return process.
      - Ms. Amanda Pelton – It is communicated, I have seen it.
  - Motorcycle Permits – When we went to virtual permits initially motorcycle permits did so as well. We found that it was highly inefficient to monitor. It was more effective to have stickers displayed on the motorcycles, as they are less expensive than vehicle permits.
    - Ms. Madeline Dillard – Do we have any data on those who have more than one motorcycle permit?
      - Ms. Debbie Lollar – Yes, we do.
      - Ms. Darla Guerra – There are only a handful, they found ways to work around it.

- Mr. Jim Kovar – How about something magnetic to allow the swap?
  - Ms. Debbie Lollar – It needs to be something that cannot be stolen.
- Mr. Joe Dillard – Do you foresee in the future where officers have a handheld to scan motorcycles? Does that technology exist?
  - Ms. Debbie Lollar – Battery drain has been an issue, but something is probably coming in the future.
- Dr. Andrew Klein – PEV and Motorcycles alike?
  - Ms. Debbie Lollar – Watts categorize them.
- Dr. Andrew Klein – Is there that much difference in how we treat motorcycles vs. PEV's?
  - Ms. Debbie Lollar – PEV's are required to have permits as well.
- Mr. Joe Dillard – There is a parking issue, having spots for them.
  - Ms. Debbie Lollar – We have resorted to watts/power and putting them in the bike areas.
- Other Comments/Feedback –
  - Ms. Jennifer Enloe – Is there an option for a partial parking pass?
    - Ms. Debbie Lollar - We are piloting this and making reservations in limited areas with an option of a specific day/time. It will allow for re-occurring. If the Alternate Work Location (AWL) policy becomes more utilized, this would be an option for that. We are not there yet but it is on our radar.
      - Mr. Jim Kovar – How is priority assigned?
      - Ms. Lynn Wiggs – We limit transactions by day and hour.
      - Ms. Debbie Lollar – Based on when the purchase is processed.
      - Mr. Jim Kovar – First come first serve or priority system like you use now?
      - Ms. Debbie Lollar – We could narrow the groups.
      - Mr. Jim Kovar – If a professor has class in one building and then one in another they can essentially drive back and forth instead of walking.
  - Mr. Joe Dillard – Would you consider parking locations that have bigger areas to utilize?
    - Ms. Debbie Lollar – We could.
  - Ms. Tracey Forman – This could be a gamechanger for disabled parking ADA spaces.
    - Ms. Debbie Lollar – We must be careful with regulations. We are working on a project to show live counts on ADA space availability. Piloting in Lot 35.
  - Mr. Jim Kovar – Is this camera based?
    - Ms. Debbie Lollar – Yes, it is the most cost effective.
  - Mr. Bill Cox - Will there be enforcement changes in reservation areas?
    - Ms. Debbie Lollar – Nothing different.
  - Mr. Patrick Grigsby – Shared permits, who receives the citation?
    - Ms. Debbie Lollar – The permit is issued to one individual, but you can switch license plates, only use one at a time. The citation would be issued to the second vehicle.
      - Mr. Patrick Grigsby – TS couldn't issue 2 tags?
      - Ms. Debbie Lollar – We do not have the capability to select certain dates.
  - Mr. Joe Dillard – Are there reservations for charging stations?

- Ms. Julie Villarreal – Once a charge is completed you need to relocate.
- Mr. Joe Dillard – Is there a system that should be regulated?
- Ms. Debbie Lollar – Officers receive alerts, but your machine does not have that capability.
- Mr. Joe Dillard – So what do we do?
- Ms. Debbie Lollar – Send us some information and we can assist.

#### 5. Winter Projects – Mr. Randy Harrison

- We wanted to give you all on update on the projects that were accomplished over the winter break. We completed over 24,000 square feet of repairs.
  - Jones Street – postponed to Spring Break (March 8<sup>th</sup>-14<sup>th</sup>). Traffic control plan is Jones Street to remain open to the southern Lot 20 entrance as a 2-way street. This will allow continuous access to Lot 20 and other surrounding buildings.
  - Throckmorton Street – street repaired from Joe Routt to the southside of UCG.
  - Houston Street – Repaired the mid-section to Old Main. This ties into some upcoming projects.
  - Research Parkway – This got bad very quickly. We also replaced some sections of the sidewalk.
- Additional Feedback/Questions:
  - Ms. Tracey Forman – For Lot 42 the 2-way was really tight. It was very challenging and was not very clear that it was a 2-way.
    - Mr. Randy Harrison – We communicated via emails as well to alert of the changes.
  - Ms. Tracey Forman – Is there a possibility of adding some curb cuts by Bizzell, when undergoing repairs?
    - Mr. Clint Willis – The hard part is adding them where people will use them. We can look into it.
  - Mr. Bill Cox – I have an update for the area behind Kleberg/Rosenthal, we are upgrading the grassy areas and sidewalks. Construction is in progress now.
  - Ms. Debbie Lollar – We will have Randy come back and present again on summer projects. These are some of the items we will be working on:
    - Penberthy from Kimbrough to Bush closure
    - North Houston Street pedestrian renovations/improvements
    - Trigon bus move
    - Gates on Ross Street – discontinuing public access to Ross Street.
    - Stallings – adding additional entry lane. Placing bollards at north end to protect students (ILCB/MSC Protected area), making the bike traffic to the east side of Stallings. Closing the ped paths at the east entrance of the garage.
  - Dr. Andrew Klein – Is there any NSC impact?
    - Mr. Clint Willis – No impact.
  - Mr. Jim Kovar – Bollards, considering protection for football as well?
    - Mr. Clint Willis – yes, that is correct.
    - Ms. Debbie Albert – Temporary barricades are utilized as well.

Meeting adjourned – 12:55 PM