Parking & Traffic Committee Minutes
Campus Services, Crespa Service Center 1.01.52
Wednesday, September 14, 2016
10:03AM-10:53AM

In Attendance:

Voting Members:
John Shaffer   Chair/Staff
Norma Guerra   Faculty
Richard LeBaron  Faculty
Gail Pizzola   Faculty
William Land   Faculty
Lisa Johns   Staff
Jennifer Latta   Staff
Brian Jantz   Staff
Kate Falconer   Student

Ex-Officio Members and Staff Support (non-voting):
Joseph Stilwill   Physical Plant
Douglas Sonego   University Police
Kathleen Carter-Stiggers   Human Resources
Clay Haverland   Campus Services
Burt Reynolds   Campus Services

Absent:

Voting Members:
Alifya Musa   Student
Kelly Zoch   Student
Aaron Pulido   Student

Ex-Officio Members and Staff Support:
Kathryn Funk-Baxter   VP Business Affairs
Craig Saucier   Alumni Programs

I.  Call Meeting to Order – John Shaffer

II.  Committee Mission – Read by Lisa Johns

III.  Introductions – Committee Members Individual Introductions

IV.  Overview of Committee structure and purpose

The charge of this committee is to review the Parking and Traffic Regulations for the University of Texas at San Antonio, UTSA Downtown, and the Institute of Texan Cultures. A major responsibility of this committee is to develop recommendations for revisions in the parking regulation as are necessary to ensure
an efficient and safe parking and traffic system. Considerations may include permit and enforcement fees, parking zones, bicycles and motorcycle traffic, and pedestrian paths. A separate committee, the Parking Appeals Panel meets monthly, or more often as needed, to hear appeals for parking and traffic violations. The Committee shall also meet prior to early registration and regular registration for each semester. The Committee will be appointed by the President or Provost and be responsible to the Vice President for Business Affairs with recommendations from the Committee on Committees.

- Discussion:
  - Attendance Policy
  - Expectations
  - Responsibilities/Roles
  - Committee Org/Structure
  - SharePoint Communication

V. Election of Chair and Vice-Chair
- Chair – Lisa Johns
  - Vote: Ballot (Approved)
- Vice Chair – Brian Jantz
  - Vote: Unanimous (Approved)

VI. Discussion
- Name Change / Responsibilities / Organizational Structure
  - New name is Campus Services, no longer Business Auxiliary Services
  - Dining, Parking, Transportation, Bookstore, UTSACard, Zip Car, Vending, and Catering
  - New Roles:
    - Clay Haverland – AVP Campus Services
    - Burt Reynolds – Director of Services
    - Hillary Klingman – Director of Operations
- Updates
  - Master Plan is under review
  - No permit pricing increases
  - Additional lot construction
  - Additional financial obligation
• Construction SEB – Design Stage
• Last Year Policy Changes
  o Change enforcement policy for visitors
  o First Citation - Warning
  o Second citation - $25 or reduce parking ticket if a permit is purchased
  o Weekend Parking - May park in staff A/B/Student parking spaces for free

VII. Adjournment

➢ **Motion to adjourn:** John Shaffer

Next Planned Meetings: Wednesdays, 10/19, 11/9, 2/8, 3/8, 4/22 @10:00am