

Uptown Parking Benefit District Advisory Committee  
MEETING MINUTES

**Date/Time:** February 20, 2020, 4:00 PM

**Location:** City 1 Building (City Hall), Star Conference Room (1<sup>st</sup> floor), 300 N. Campbell

**Attendees:**

**Board Members in Attendance:**

Mike Myers  
Austin Allen  
John Moye  
Gloria Viramontes  
Charlie Intebi  
Gustavo Reveles

**Staff Members Present/Department:**

Hannah A Williams/SAM  
Randy Garcia/SAM  
Jeff Howell/CID  
Lt. Robert Zavala/EPPD  
Lt. Tonya Shields/EPPD

**Absent:**

Cynthia Pina  
Sammy Holaschutz  
William (Carlos) Keating

**1. Establishment of Quorum, Call to Order, and Roll Call**

---

Meeting called to order at 4:10 PM by John Moye.

**2. Call to the Public (items not listed on the Agenda):**

---

Call to the public made – no public comment.

**3. Administrative Items:**

---

- a. **Discussion and Action:** Approval of the Minutes for January 23, 2020

*Action: Motion to approve minutes by Charles Intebi, seconded by Michael Myers, and unanimously passed.*

- b. **Discussion and Action:** Amend the Uptown Parking Benefit District Advisory Committee Bylaws

Hannah informed the committee that when the Streets and Maintenance Department started managing this advisory committee she was informed by City Clerk's Office that there is not a signed copy of the Bylaws on file. The departmental lawyer reviewed and edited the Bylaws to ensure consistency with the approved ordinance establishing this advisory committee.

Hannah will resend the Bylaws in a PDF with the lawyers redlines and include the ordinance. (Sent via email February 27)

*Action: Motion made to postpone the approval of the Bylaws to next month by Austin Allen, seconded by Mike Myers, and unanimously passed.*

**c. Information and Discussion: UPBD Monthly Budget Update**

Randy Garcia introduced himself and presented the current budget; expenditures are current and were higher (more) due to the funding of the extra officers; at the current rate, the committee will eat into their fund balance by the end of this fiscal year. Randy briefly explained the method used to produce the monthly budget update including working with the accounting manager at International Bridges to account for all meter revenue (app and coinage).

Austin Allen requests Streets and Maintenance Finance Manager to provide meter revenue in the form of app vs coinage by location for next meeting (March 19, 2020).

John Moyer mentions the possibility of adjusting meter rates depending on usage.

**4. Discussion and Action: Monthly Security Update and Fat Tuesday staffing necessities by El Paso Police Department**

---

Discussion about Fat Tuesday (celebrated on Saturday) and Saint Patrick's Day events/activities at bar scene are expected to be as per usual, meaning no fencing or street closures.

*Action: Motion made by Gus Reveles, seconded by Mike Myers and unanimously approved to maintain staffing (four off-duty police officers) for Saturday, February 22 (Saturday prior to Fat Tuesday).*

In regards to continued staffing...

*Action: Motion made by Mike Myers, seconded by Gloria Viramontes and unanimously approved to maintain staffing (four off-duty police officers) for Tuesday, March 17 (Saint Patrick's Day).*

Discussion about continued staffing (2 off-duty police officers on Friday and 4 on Saturday) and November 2019 – January 2020 expenses.

*Action: Motion made by Gloria Viramontes, seconded by Mike Myers and unanimously approved to maintain staffing (two off-duty police officers on Fridays and four off-duty police officers on Saturdays) for the month of March.*

Briefing was given by Lt. Shields on event(s) from prior weekends; stated that the Police Department is supplementing staffing duties. John Moyer voiced concerns about a possible flat fee for patrons to park in the parking garage that would be too expensive and begin to push people to park in the neighborhoods again. Parking is a problem in the entire area.

Jeff Howell from CID to provide an estimate timeline for kickoff and generating plans during next meeting, February 20, 2020.

*Action: Motion made by Michael Myers, seconded by Cynthia Pina and unanimously approved to make a recommendation to City Council to approve the funding for the design cost of the alley activation project.*

## **5. Discussion: Update on Kern Place Business Association Security and Subcommittee**

---

Austin Allen informs Board that TABC is going to start interacting in any way that they can to address some of the problems at the bars/restaurants. Businesses have backed out of funding for the business association, some due to receiving a citation(s) for violating the noise ordinance by the officers we hire. Austin asks if the TABC Mixed Beverage Tax Revenue can be used to offset costs of off-duty police officers, Hannah says she will discuss with Legal.

## **6. Discussion: Alley Activation (A2) – Approximate timeline for kick-off and duration of plan generation**

---

Jeffrey Howell, CID, discussed the projected timeline for the Alley Activation Project. Estimate of about 22 weeks (6 months) from kick-off to get drawings completed.

## **7. Discussion and Action: UPBD Advisory Committee to make a motion to identify a funding source for expenditures related to the Alley Activation Project**

---

Hannah explained the conversation with Legal in reference to the Board identifying a funding source for expenditures related to the Alley Activation Project (if UPBD AC will pay design cost or request City Council to identify a funding source). Hannah mentioned a third option of waiting until the additional 56 meters are installed to see how much revenue would be generated. Charlie Intebi and Michael Myers voiced their opinions.

*Action: Michael Myers makes a motion, seconded by Austin Allen and unanimously approved to identify the funding source for expenditures related to the Alley Activation Project as the revenue generated by the UPBD meters.*

Charlie Intebi requests information on the best process to expedite and prepare for the next alley implementation (A1). Jeff Howell recommends informing the designer to keep this in mind when designing A2. Committee discusses alleys in district that would benefit from a project like this. Jeff Howell will have the A1 presentation ready to present to Committee at the next.

Hannah provides background information on getting items on the city council agenda, approximately 2-3 month process depending on current items; will continue to work to get new meter installations and alley activation project (design cost) on the City Council Agenda and update Committee.

Randy Garcia will investigate alternate funding sources through the city; informs Committee that he can set up an account for them to donate to the project fund.

## **8. Identification of Items for Future Agendas**

---


- a. Amending Bylaws
- b. App vs coinage for meters & alternate funding sources for Alley Activation Projects
- c. Off-duty police officer staffing
- d. Parking citations form 1/1/2020 to date

- e. TABC mixed beverage tax revenue as alternate funding source
- f. Alley Presentation (A1)

## 9. Adjournment

---

Meeting was adjourned at 5:08 PM by John Moyer.

Approved:   
(signature)

Executive Recording Secretary

Hannah Adele Williams  
(print)