



**City of Houston**  
**Washington Parking Benefit District Advisory Committee**  
**Minutes**

September 25, 2023, 12 p.m.

The Parking Official will be present, and the meeting is open to the public:

ParkHouston, 2020 McKinney, Houston, TX 77003

1. Roll Call	Mark Fairchild, Keith Edgar, Sharon Steuart
2. Approval of the Minutes from August 22, 2023	Motioned to approve minutes by Mark Fairchild and Seconded by Sharon Steuart
3. WOW Roundabout Renovation Project	ParkHouston recommends the WPBD Committee approve funding not to exceed \$35k for this project, with anticipation of recovered funds to be reimbursed by the insurance company for the Crestwood signed. <b>Mark Fairchild Motioned to approve ParkHouston's recommendation, seconded by Sharon Steuart and all voted in favor</b>
4. Metered Parking Update	Average monthly transactions are steady. Increase in expired meter citations due to an increase in ParkHouston's night shift staff.
5. Financials	We are projecting a positive increase in meter revenue, demonstrating positive performance for WPBD's future budget.
6. Compliance Update	We are averaging 340 citations a month, 4300 metered transactions, a slight decline due to staffing, and 105 tows RPP towing.
7. Public Comments	Michelle - Inquiry about a business operating without proper permits. ParkHouston will send to Houston Auto Dealers, Sgt. Provost.
8. Open Forum	<b>Mark Fairchild motions for an expenditure not to exceed 10k to engage lighting contractor to evaluate the light sculptures at the WOW roundabout, seconded by Keith Edgar with all in favor</b>  <b>Next meeting update:</b> Power to signs and update of the electric will be checked out by ParkHouston.
9. Adjournment	Motioned by Mark Fairchild and Seconded by Sharon Steuart

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Committee meetings are open to the public. Action may be taken on any or all the above items. For special needs or information about this committee, please contact Melonie Curry at 832-393-8645 or [melonie.curry@houstontx.gov](mailto:melonie.curry@houstontx.gov).