



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

March 5, 2025 at 12pm

1. Roll Call	<p>Present: Mark Fairchild, David Chin, Sharon Steuart, Julie Mabry, Keith Edgar</p> <p>Excused: Janice Jucker</p>
2. Designation of the Presiding Officer	<p>Motion to designate Maria Irshad Presiding Officer made by Mark Fairchild. Second by David Chin. All in favor.</p>
3. Approval of Minutes	<p>Motion to approve made by Mark Fairchild. Second by Sharon Steuart. All in favor.</p>
4. WOW Roundabout Renovation Project	<ul style="list-style-type: none"><li>• <b>MOTION:</b> Allocation to use \$65K to repair the WOW light sculpture lighting <i>Motion by Mark Fairchild, seconded by Sharon Stewart – MOTION PASSED</i></li><li>• <b>MOTION:</b> \$75K to rehab landscape pathway lighting <i>Motion by Mark Fairchild, seconded by Sharon Stewart – MOTION PASSED</i></li><li>• <b>MOTION:</b> \$2K to refill granite in all WOW pathways <i>Motion by Mark Fairchild, seconded by Sharon Stewart – MOTION PASSED</i></li><li>• <b>MOTION:</b> \$7K for annual landscaping fees <i>Motioned by Mark Fairchild, seconded by Sharon Stewart – MOTION PASSED</i></li><li>• <b>MOTION:</b> Traffic Signal Control Cabinets Murals were approved for 3 boxes: Washington @ Studemont, Shepherd and Durham at \$3,000 per box with a budget of \$10,000. <i>Motion by Sharon Stewart, seconded by Julie Mabry – MOTION PASSED</i></li><li>• HPD Enhanced Security Program – tabled this discussion until next meeting.</li></ul>
5. WPBD Financial Summary and Project Budget List	<p>PBD is projected to receive \$76,451 in FY25 from shared revenue.</p> <p>Starting fund balance \$363,917. Projected Fund Balance \$416,540. \$159,000 approved 3/5/25.</p>

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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 Kelly Frazier at [kelly.frazier@houstontx.gov](mailto:kelly.frazier@houstontx.gov).

6. Metered Parking Update	Revenue slightly increased from January at \$14,150; 540 expired meter citations issued.
7. Parking Compliance Update	The average for FY2024 is currently about 583 citations with an average of 3,649 meter transactions per month.
8. Public Comments	
9. Adjournment	<p>Motion to adjourn by Mark Fairchild. Second by Sharon Steuart. All in favor.</p> <p>Meeting concluded at 12:45 pm.</p>