

**Parking Advisory Council Meeting
January 30, 2004
1:30 p.m.
Library Conference Room**

MINUTES

Members Present: Everett Malcolm, (Chair), Tammi Horn, Gabrielle Holcombe, Steve Shapiro, Colette Volkmer, and Kellie Woodle.

Absent: Charles Jordan, Kelleigh Murphy, Judy Solano and Jerry Watterson.

Others Present: Marc Anderson, Mark Foxworth, Candace Kassman, Vince Smyth and Verna Urbanski.

1. Minutes - 01/16/04 Meeting

The minutes were approved as recorded.

2. Update on Recommendations to Shari Shuman

The recommended parking rates for 2004-05 by the Parking Committee have been approved by the President and will be on the agenda for a future BOT meeting. This included raising the visitor parking fee from \$2 to \$3.

The recommendation on closing the Temporary Parking Lot adjacent to Lot 7 has been forwarded to Shari Shuman. No response to that recommendation has been received. The Parking Committee did not include a date on when it should close. Steve Shapiro asked if the recommendation could be amended that the lot be closed immediately. The Committee agreed that Everett Malcolm communicates to Shari Shuman that the intent of the Committee was to recommend that the lot be closed immediately.

Everett reported that the Safety Council put the item of closing the Temporary Parking Lot on their agenda.

NOTE: The President did approve the closing of the lot. However, the President did not reflect a date for the Spring closing. Everett Malcolm has sent a revised note to Shari asking that it be closed ASAP.

3. Items of Discussion

a. Distribution Plan for Decal Sales for 2004-2005

The document entitled "Option 1, Decal Purchases for 2004-05" prepared by Everett Malcolm was distributed for discussion. The following suggestions were made:

1. Faculty and staff should be given first priority. Bullets 1 and 3 should become the 1st bullet.
2. Those who have decals should get first choice and those who do not have decals get next choice.
3. On the second bullet, graduate students and non-degree seeking students should be included.

4. Add a bullet on how we would sell to students. Placement in class should set priority for selling decals. There is no distinction between freshmen and seniors.
5. Athletes, Student Government and disabled should get first day priority.

Vince Smyth asked that the Committee keep in mind that this process must be something workable with the Cashier's Office.

Everett Malcolm will go to Student Senate on February 5 at 6:30 p.m. in Senate Chambers to seek input from them on the Distribution Plan. Anyone is invited to attend.

The USPS Association has requested an update on Parking at their meeting on February 5. Everett is unable to attend. Vince and Shari Shuman will attend.

The question was asked when payroll deductions will start if reservations for decals are made in April. The money will be taken out at a later time as it is done presently. The question was raised if payments can be spread out to 12 or 15 times. This will be explored.

b. Reserved Parking Privileges

Steve Shapiro asked the committee to look at the feasibility of offering reserved garage spaces to all faculty and staff. The reserved spaces would be sold at a premium rate. Once the demand is met (spaces sold), we would then sell the remaining spaces in the garages at the proposed rates and ratios.

Vince Smyth said that the biggest concern is coming up with numbers. It would reduce our total by 1.8. Price increase would have to go much quicker than 2008 to have additional spaces. Reserve spaces are now 2.5 x the general rate.

The policy on how someone can get a reserve space was discussed. It was suggested that the following statement "done at the President's discretion" should be added in the brochure stating criteria for reserve spaces. This will be discussed at the next parking meeting.

c. Status on Goals for 2003-2004

Fall Issues - All goals have been addressed.

- Review of the Walker Study
- Recommend parking rates for 04-05
- Recommend day rate - currently \$2.00
- Review and recommend whether to continue remote lots at \$15.00
- Should freshmen be restricted to certain lots?

Spring Issues

- Automatic renewal for employees/faculty with designated or restricted parking - *This has not been done.*
- Should contractors park for free? *To be finalized.*
- Should areas of campus be metered? *To be addressed.*
- Need for shuttle. *Walker Study addressed this issue. Until the Campus can be connected by streets, this is not feasible.*

- Should adjunct faculty have “rights” to certain level of decals?
Addressed. They were buying designated spaces but were not eligible according to previous policy.

4. Other Business

- a. **Safety Walk** - There will be a Safety Walk Study at the end of the spring semester that will provide information on who is using this service.
- b. **Minutes on Website** - Steve Shapiro asked that the minutes of Parking Committee meetings be put on the parking website. A notice will be placed on Campus Update to inform the Campus Community.
The recommended parking rates with Option 2 will also be placed on the website with the note of pending approval of BOT. Paulette will do this.
- c. **Hours of Staff in PF** - Richard Crosby will be meeting with Charlie Bear about modifying shift hours of staff in Physical Facilities to release parking spaces in the early morning. Everett will report back to the Committee.
- d. **North Lot** - Steve Shapiro drove to the new North Lot and said it would be helpful to put arrow signs for clearer directions.

5. Future Meetings - all meetings will be held from 1:30 to 2:30 p.m.

- Feb 13 – A&F Conf. Rm.
- Feb 27 – A&F Conf. Rm.
- Mar 12 – Student Affairs
- Mar 26 – Student Affairs
- April 09 – Student Affairs
- April 23 – Student Affairs
- May 07 – Student Affairs

The meeting was adjourned at 2:40 p.m

Recorded by Paulette Sweeton