

**Parking Advisory Council Meeting**  
**March 12, 2004**  
**1:30 p.m.**  
**Student Affairs Conference Room**

**MINUTES**

**Members Present:** Everett Malcolm, (Chair), Gabrielle Holcombe, Charles Jordan, Kelleigh Murphy, Steve Shapiro, Judy Solano and Colette Volkmer.

**Absent:** Tammi Horn, Jerry Watterson and Kellie Woodle.

**Others Present:** John Coughlin (UPD), Vince Smyth, and Verna Urbanski.

Everett Malcolm called the meeting to order at 1:30 p.m.

**1. Minutes - 02/27/04 Meeting**

The minutes were approved with the following correction. Gabrielle Holcombe asked that additional information be added to the last paragraph under Other Business. It was reworded as follows:

A petition on the increased rates has been forwarded to the President with 250 signatures, primarily USPS, with signature support from 12 faculty and 33 A&P employees.

**2. Report on Town Meetings**

Everett Malcolm reported that the Town Meetings were held on March 10. There were 40 people in attendance at the 11:00 a.m. meeting and four at the 6:00 p.m. meeting. There was good dialogue and Everett felt that we addressed issues and were able to educate people who attended.

**3. Dirt Lot by Lot 7**

The dirt lot by Lot 7 will close at the end of the spring term. A notice will be sent out this summer.

**4. Gravel Lot by the Fitness Center**

Complaints have been received concerning the Gravel Lot by the Fitness Center. It is difficult for Physical Facilities to clean the gray foot prints tracked into the buildings. It is also getting into the tread mills and causing mechanical problems with the equipment at the Fitness Center. People have fallen or tripped on the uneven lot.

Everett said that at one time it was thought that the fitness center might be expanded in the direction of the gravel lot. At this time, if it is expanded, it will be to the north. There was discussion on permanently paving the lot. If it were paved, a retention pond would have to be placed. There would be a loss of approximately 50 spaces. The question was raised on the cost. Vince gave a rough estimate of \$300,000.

The question was raised about the gravel lot behind the Arena. If this lot remains, the problem would not be alleviated. There are other issues to be resolved concerning this area before a permanent lot can be paved. This will be dealt with at a later time.

**MOTION:** Steve Shapiro made a motion to recommend that the University pave Lot 5T (located next to the Fitness Center) as soon as possible, ideally over the summer term.

**Kelleigh Murphy seconded the motion.**  
**Motion passed.**

**5. Pre-Booking Parking Permits for the 2004-05 Year**

Vince Smyth said that in order to take care of people who are not here in the summer, we have come up with a pre-booking opportunity. It will be complicated behind the scenes to handle the process, but we are willing to take on that responsibility if it works better for faculty and staff. This would eliminate the line-up at the Cashier's Office for those holding a certain category of permit in 2003-04 and wishing to retain this category for 2004-05. This would assure that designated permits only go to full-time employees.

It is proposed that faculty and staff would complete a form and would submit to Auxiliary Services by an established date. The permits would be available for pick-up July through September.

There are some control issues as we are not set up in Auxiliary Services to provide a secure place for the permits. However, we are working on this.

**AGREEMENT:** It was agreed by the committee that only one decal should be sold to each individual.

Motorcycle decals are an exception. A decal can be purchased for a motorcycle and automobile. For 2004-05, all motorcycle decals must be paid for (i.e. the past practice of receiving a free motor cycle decal if another category of permit is purchased has been eliminated). There are only five spaces for motorcycle parking. We will try to increase the number of spaces by converting spaces with yellow strips for motorcycles.

We are still negotiating the option of having payroll deductions for 15 pay periods. It is expected that this will be worked out.

The following suggestions/comments were made

- On the page showing where people can park, move the "Can Park In" column next to the "Category" column.
- Add Building 1, Room 1604 for the location of Auxiliary Services.
- Add a line that says a one-time payroll deduction would be the same as cash.
- The Committee had no problem dropping the after-tax option.

**6. Other Business**

- The question was raised if members of SG pay for their parking decals. Charles said that the payment does not come out of the SG budget. It was mentioned that members of BOT who are off-campus do not pay for their decals. This could be the same for SG officers who are BOT members. However, it was noted that BOT members who are on Campus pay for their

decals. The question was not resolved. Everett Malcolm will check into this issue and report back to the Committee.

- Collette mentioned that the committee has not addressed the issue of parking spaces for Chartwells. Everett said that the entire area in that parking lot needs comprehensive review. When Charlie Bear was approached regarding the Committee's request to modify the custodial schedule, it was learned that an outside consultant will do a study that will include the custodial working schedule. Until this study is complete, Vince Smyth will address the parking issue with Chartwells.
- There were fewer spaces lost than anticipated as a result of the Library construction. The designated orange striped spaces that were relocated by the Portables are not being utilized. They are not in a convenient place and many people who usually park in designated spaces are parking in regular spaces. Therefore, 20 designated spaces will be moved from Lot 4.
- Steve Shapiro asked at what time we stop enforcing parking. He suggested we address this issue. Everett said that the issue of opening up on-campus spaces after a certain time to those with lesser decals will be on the agenda at a future meeting.
- Charles Jordan said a student contacted him regarding the 2<sup>nd</sup> and 3<sup>rd</sup> floor of the garage being blocked off. She has health problems and walking limitations. She is concerned with having to pay a more expensive price. Everett asked that she should contact him directly.

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

- March 26 – Student Affairs
- April 09 – Student Affairs
- April 23 – Student Affairs
- May 07 – Student Affairs

The meeting was adjourned at 2:30 p.m

Recorded by Paulette Sweeton