

**Parking Advisory Council Meeting
February 18, 2005
1:30 p.m.
President's Conference Room**

MINUTES

Members Present: Everett Malcolm, (Chair), Tom Foran, Gabrielle Holcombe, Deb Kaye, Trey Menefee, Dr. Steve Shapiro and Dr. Judy Solano.

Members Absent: Copertino Cole, Tammi Horn and Kellie Woodle.

Others Present: Charles Butz (Police), Neal Fisher (Parking Services), Michael Kalil (SG), Vince Smyth (Auxiliary Services) and Verna Urbanski (Library).

The meeting was called to order by Chair Everett Malcolm at 1:40 p.m.

1. Approval of Minutes

The minutes of the December 8, 2004 meeting were approved as recorded.

2. Update on Recommendations

Everett Malcolm said that in fall 2004 two recommendations were forwarded from the Council to Vice President Shari Shuman. Both recommendations were sent back to the Council for further clarification. A response has been received from Vice President Shuman on both recommendations.

a. Visitor Parking Recommendation Denied

The first recommendation was that daily visitor pass holders be restricted to park in general parking areas and discount lots. This recommendation has been denied. The reason was that there is not firm data of available parking on the 2nd and 3rd floors of the parking garages. Also, the possibility of reconfiguring a portion of Lot 7 to include more handicapped parking and visitor parking is being considered. Until those issues are resolved, the recommendation has been denied. Everett Malcolm said that there is no reason why the recommendation cannot be brought up again in next year's Council meetings.

Dr. Shapiro said that since we are going to continue letting visitor pass holders park on the 2nd and 3rd floors it is important that we let everyone who is paying extra to park on those floors be made aware that the ratios at which they are purchasing permits is changed due to visitor pass holders parking on those floors.

Everett Malcolm said that this would be noted in the minutes and taken into consideration as parking permits for 05-06 are distributed.

b. Open Parking Recommendation Denied

The other recommendation was to open core parking spaces to allow discount permit holders and general permit holders to park in all general parking spaces (includes the 4th floor of both garages), and the 2nd and 3rd floors of both parking garages from 5:45 p.m. to 3:00 a.m.

Vice President Shuman informed Everett Malcolm that there was much consideration and debate before this recommendation was denied. The reason for denying is that at this time we do not mandate any group on the Campus to park in the remote discount lots. As we continue to densify the core of Campus with additional construction of buildings on parking lots, individuals need to

get conditioned and willing to park in remote parking lots. To keep changing and saying that at a specific time people can migrate into the core of Campus is going to cause less and less people to move to the outer remote lots.

Deb Kaye asked who makes the final decision to deny recommendations. Everett Malcolm said that President Delaney does.

3. Review of Permit Sales for Residential Students for 2004-05

Everett Malcolm said that this agenda item is for information only. In 2004-05, housing students could only buy housing permits. The process was designed to ensure that every student who had a vehicle and lived on Campus was able to park close to housing. Several residential students have raised the issue as to why they could not purchase a 2nd and 3rd floor parking permit.

Vince Smyth said that in 2004-05 it was the intent that residential students would be able to buy housing permits with no cap on the sales. However, residential students could not purchase 2nd and 3rd floor parking permits. Non-residential students could purchase 2nd and 3rd floor parking permits but not housing parking permits. Vince Smyth said that this was presented to Parking Council in a large package in discussion, but it was not something that the Council looked at individually. It was something that was assumed in the whole package and that has caused some confusion. Vince said there was a communication error on his part. As we look at sales for next year, Vince Smyth has developed a matrix that definitely shows what each group is able to buy. This matrix (Attachment 1) will be presented later in this meeting.

4. Appeal Process for Parking Violations

Everett Malcolm said that this agenda item is an update on enhancements made to the appeal process. Vince Smyth said that the appeal process was somewhat old and outdated. The Appeal Council was handling all appeals from those who wanted to appear in person. A group of appointed students were considering all written appeals. Enhancements to the process have been made as follows:

- a. Students - All student citations will be considered by students (The Student Judiciary).
- b. Non-Students (faculty, staff, vendors, guests, parents, etc) - All non-student appeals will be considered by an Appeal Board made up of faculty, staff and the Student Judiciary Chair (SGA). The SGA is the link between the two groups.

Michael Kalil, Student Judiciary Chair, said that students are pleased with the process and it is a fair system for students, faculty and staff.

Neal Fisher reported that the new appeal process for non-students is going very well. Meetings are averaging one hour in length instead of much longer meetings in the past.

5. Hierarchy of Permit Sales to Specific Groups for 2005-06 (Attachment 1)

Before discussing the handout, Vince Smyth said that the number of discount permits to be sold this coming year has to be considered. He predicted that 1800 people who want to bring cars to Campus will have to buy discount permits because all other categories will be sold out. On page 2, he referred to a table using the 04-05 method. If the Council wants to use the same basic method as in 04-05, there are suggested minor changes to consider on page 1 for 05-06 sales.

The floor was open for general discussion to hear from Council members on how pleased the Campus Community was with the buying process for 04-05 permits.

Dr. Solano, Faculty Association, said that the faculty in general were pleased with the process. They appreciated being able to reserve their permit before leaving for the summer.

Deb Kaye, A&P Association, said that she has not heard any negative comments.

Trey Menefee, SGA, said that students were frustrated. They were willing to purchase the garage parking permits but they were sold out in the fall when they returned.

Deb Kaye asked why certain student groups were given priority parking (Item 6). Vince Smyth said it was asked for last year and granted. He did not know why. Dr. Solano said it seems to be based on the way students register. Deb Kaye said that she did not see the correlation between how students register and getting parking passes.

Dr. Shapiro said that the Council did not approve it last year, but were just told that priority would be given. Dr. Solano said that the Council may have approved the entire package that included this. Deb Kaye said that she did not see the reason for including priority to certain groups to purchase parking permits.

Motion: Dr. Solano made the motion to remove Item 6 in the proposed 2005-06 Parking Permit Sales Hierarchy to eliminate the ability of identified student groups of priority registrants (SG, athletes, graduate, honors) to have the right to purchase any available category of parking permit for 2005-06. Dr. Shapiro seconded the motion. **Motion passed.**

Vote:

Dr. Shapiro - yes	Deb Kaye - yes
Dr. Solano - yes	Trey Menefee - no
Gabrielle Holcombe - yes	Tom Foran - Abstention

Tom Foran said that there is priority registration because classes fill up and students need to get into those classes so that they can be available to do other things for the University. Parking fills up so they should have the same opportunity to purchase parking on a priority basis.

Trey Menefee said there are transfer students coming in this spring who cannot buy general permits. He liked the idea of setting some permits aside for the spring term. Vince Smyth said that parking permits were not set aside. There were 600 people who purchased term permits for the fall so when they expired there were 600 permits available for the spring.

Tom Foran suggested that it would be more efficient for residential students to purchase their parking permit when they register for housing. Everett Malcolm said that this issue would have to be discussed with Paul Riel.

Motion: Tom Foran made a motion that housing students be limited to only purchase general and discount parking permits. Further, that Vince Smyth talk to Paul Riel about the possibility of having the sale of parking permits to housing students coincide with housing registration. Dr. Shapiro seconded the motion. **The motion passed unanimously.**

Vince Smyth referred to Item 5 where some permits are held aside for handicapped needs and new hires during the year. There have been requests this year from various others: graduate students, senior citizens, etc. There was discussion on whether other groups should be added.

Council Consensus: The Council agreed that the wording in Item 5 should remain as written.

Dr. Solano said that the system we currently have has been in place exactly one year. It doesn't make sense to radically change it each and every year.

Motion: Dr. Solano made the motion that the present system, with minor modifications already approved by the Council, be retained at least for another year. Gabrielle Holcomb seconded the motion. **The motion passed unanimously.** (See Attachment 1)

6. Restrictions of Specific Groups to Specific Areas for 2005-06

The Council felt the request to restrict specific groups was too vague and that if they were to look at something, they should be given concrete possibilities to consider. The general feeling was that the Council would like to take any possibility to their constituents before voting on any recommendation.

7. Evening Only General Permit for 2005-06

Everett Malcolm said that several requests have been received from students who only come to the Campus in the evening and are restricted to a discount lot when there are empty spaces in the core of Campus. Dr. Shapiro asked if we had a count of tickets that are issued to people parking in general parking after 6:00 p.m. who have discount permits. Neal Fisher said that tickets are issued but he did not have the count at this meeting. The Council agreed to delay this agenda item to the next meeting and requested that something specific be sent to them prior to the next meeting. Vince Smyth agreed to send the lot counts to the Council.

8. Other Business

Dr. Shapiro asked if a pit for a fire was built on the gravel parking lot by the Fitness Center. Everett Malcolm said that one was built as part of homecoming for a bonfire after the basketball game. Complaints were received from people who utilize the facilities and were shifted out to other parking lots. Dr. Shapiro asked if any signage was placed to inform people that the lot was going to be closed. Everett Malcolm said that there was not. That issue will go back to the co-chairs of the homecoming committee. If this request is received again, other areas should be considered that would have less impact on parking.

Dr. Shapiro asked how tickets are issued for violations on the dirt lot that is not unmarked behind the Arena by the baseball field. Neal Fisher said that warnings are given. Tickets cannot be issued since the lot is not marked. Physical Facilities has been requested to redesign that lot. Neal Fisher will follow up on this request.

Dr. Shapiro mentioned an article in the Spinnaker concerning someone who bought a new car and had to pay full price to replace a parking permit. Vince Smyth said that if someone peels off the permit from their car before selling it they only have to pay a \$10.00 fee.

Dr. Solano reported that on the ground floor of the parking garage in Fine Arts a sign that says First Floor Restricted Parking is on the ground in pieces. Neal Fisher will check on this.

There was no further business and the meeting was adjourned at 2:40 p.m.

9. Future Meeting - March 18, 1:30 p.m., President's Conference Room

Recorded by Paulette Sweeton

2005-06 Parking Permit Sales Hierarchy

1 st	Each full-time employee (faculty, USPA, A&P) will have the right to purchase the same category of permit for 2005-06 that (s)he has in 2004-05.
2 nd	Students with first floor garage permits in 2004-05 will have the right to purchase a 2005-06 first floor garage permit except if the student will be living in housing in 2005-06.
3 rd	All full-time employees will have the right to purchase any available category of permit for 2005-06 except for housing permits.
4 th	All non-student part-time employees will have the right to purchase any available category of permit for 2005-06 except designated and housing permits.
5 th	An appropriate number of 2 nd /3 rd floor garage and general permits to be removed from the pool and kept for handicap needs, hires during the year and any other special requirements that have the support of a divisional Vice President.
6 th	Any student who has a 2004-05 permit will have the right to purchase any available category of permit for 2005-06, except commuter students cannot buy housing or designated permits and housing students can only buy housing or discount permits.
7 th	Open sales except commuter students cannot buy housing or designated permits and housing students can only buy housing or discount permits.

* Only one permit per individual allowed except for motorcycle.

2005-06 permit sales allowance matrix

	f/t faculty & staff	p/t faculty & staff	commuter students	housing students
Designated	X			
1 st floors garages	X	X	X	
2 nd /3 rd floors garages	X	X	X	
General	X	X	X	
Housing				X
Discount	X	X	X	X
Motorcycle	X	X	X	X