

**Parking Advisory Council Meeting  
October 29, 2004  
1:30 p.m.  
Student Affairs Conference Room**

**MINUTES**

**Members Present:** Everett Malcolm, (Chair), Tom Foran, Gabrielle Holcombe, Tammi Horn, Deb Kaye, Trey Menefee, Dr. Steve Shapiro, and Kellie Woodle.

**Members Absent:** Copertino Cole and Dr. Judy Solano.

**Others Present:** Scott Burgess, Neal Fisher, Heather Kite, Joe Noll, Paul Riel, Vince Smyth and Chivonne Thomas.

The meeting was called to order by Everett Malcolm at 1:35 p.m.

**1. Approval of Minutes**

The minutes were sent electronically to Council members. The minutes stand approved as recorded.

**2. Visitor Parking**

Everett Malcolm said that at the last meeting, the Council recommended unanimously that daily visitor pass holders are only allowed to park in the general parking areas and discounted lots. As the outcome of that meeting, that following Monday the recommendation was forwarded to Vice President Shari Shuman. All Council members should have received by e-mail a copy of the recommendation. We have not heard back from Shari Shuman. The hope is that she will be able to secure time with the President next week to finalize that recommendation. As soon as that is finalized, the Parking Council will be informed and Parking Services can then implement whatever is finally approved.

Kellie Woodle asked if daily visitor pass holders can still park on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. Everett Malcolm said that is correct the present policy is still in place.

**3. Open Parking**

Everett Malcolm said that there have been many e-mails to the Parking Council and Parking Services in regard to faculty, staff and students who have purchased permits to park in discount Lots 18, 14 and 14T. There has been concern that there are vacant parking spaces in the core of Campus late in the day and early in the evening. The request has come forward to open the core of Campus parking after a particular hour to discount permit holders.

Everett Malcolm asked Neal Fisher to discuss a parking lot study ([see Attachment 1](#)) which was done during peak hours. This study should help determine if we were to move in that direction what would be the best time to open the Campus up and not negatively impact individuals that have paid for parking in other areas of Campus.

Dr. Shapiro asked if we are talking about designated and garages, or only general parking. Everett Malcolm said I believe we are talking about general only, not bottom floor, 2<sup>nd</sup> or 3<sup>rd</sup> floors, reserved, or designated.

Neal Fisher said the study was done Monday through Friday of last week. He said each lot and garage floor is broken out. The number that you see in the block indicates vacant spaces. This

includes all spaces on the floor: handicapped, designated, etc. Vince Smyth said that this is an important point. If you are looking at a specific lot, there are many times that it looks like there is available parking and those are very likely designated spaces. Neal Fisher pointed out that there is quite a change between the 2:15 p.m. and 5:45 p.m. block, and 6:30 p.m. After the 5:45 p.m. time period, the number of open spaces starts to increase.

Everett Malcolm asked how many discount permits have been purchased to date by faculty and staff. Steve Shapiro asked that we only look at Lot 18. Everett Malcolm replied that the e-mails that have been received have concerned Lots 14 and 14B also.

Deb Kaye said this was her first meeting as a Council member and asked for clarification. If we open up parking in the core of Campus, are we going to open it to people who have the discount permits, and what time, and are we restricting it to general parking only? Why would we not include designated? Many of the designated spaces are empty after 5:00 p.m.

Everett Malcolm said that there has not been a motion made as to what we would open. We have asked Parking Services to look at the availability of open spaces. A motion and second would have to be put on the floor in order for the Council to look at opening up the parking.

Trey Menefee said he would like to consider opening it to general parking and the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the garages. Many women are afraid to walk back to the outer lots after their classes in the evening so it would be in the best interest of the students to open up those areas.

Tom Foran said that from a student perspective he would not recommend opening the designated parking spaces. He thinks it would create a problem where students would think it is okay to park in designated spots at other times. Vince Smyth said he would support that statement also and the other issue is that many adjunct faculty bought those spaces that come in fairly late and want to find those spaces.

Everett Malcolm asked the Council to consider that when a recommendation is made that an end time be included so that people who have paid a higher rate are able to get back in the spaces the following morning. The end time should also coordinate with the closing time of the Library (2:00 a.m.) and Computer Labs (1:00 or 1:30 a.m.).

Tammi Horn asked the starting time of custodial staff. Their starting time is 2:30 or 3:00 a.m. It was agreed that there would not be enough students parking at 3:00 a.m. that would impose on the custodial staff.

Everett Malcolm asked what time Parking Services starts their enforcement in the morning. Neal Fisher said the enforcement starts at 7:00 a.m. each morning. UPD tickets all night.

**MOTION:** Tom Foran made a motion to open the core parking spaces to allow discount permit holders and general permit holders to park in all general parking spaces (including the 4<sup>th</sup> floor of both garages), and the 2<sup>nd</sup> and 3<sup>rd</sup> floors of both parking garages from 5:45 p.m. to 3:00 a.m. Trey Menefee seconded the motion. The motion passed.

**VOTE:**

Trey Menefee - yes	Gabrielle Holcombe - no
Tom Foran - yes	Tammi Horn - no
Deb Kaye - yes	Steve Shapiro - no
Kellie Woodle - yes	

**Discussion on above motion:**

Dr. Shapiro said he had a problem with the time. At 5:45, 6:00 p.m. students are just coming in. They have paid for their parking and now they will not be able to find a space. We have a large percentage of our students who are non-traditional and a good portion of them come at night. What they have already purchased should not be taken away. If we tell them it is open at 5:45 p.m., they will be there at 5:00 p.m. or 5:30 p.m. Deb Kaye asked what time Dr. Shapiro recommends. Dr. Shapiro said that is the problem. If we say 6:00, then people will come at 5:30. If we make it 6:15, then it does not benefit the people you want it to benefit. Dr. Shapiro said that you run into another problem--the unintended consequences of doing this. For this year it may not make much difference, but in the future, as more people are forced into these lots, those who take classes in the late afternoon will not pay the higher rate. They will purchase a discount permit for \$50 and those who park in the core will have to pay a higher rate.

Everett Malcolm said that what we recommend can be reversed. Dr. Shapiro said that when you start something, you set a precedent and it is expected. Those involved in the Master Plan know that in the near future there will be the end of parking in the core of Campus. We might as well start getting used to that. Things are occurring that we are not dealing with in this Council and we argue over things and don't look at the larger picture. Obviously, safety is a very important issue. If it is that important, we need more lights or police or some kind of a system to get people to those lots where they feel safe.

There was discussion on the possibility of modifying the motion to allow people parking in discount lots to park in Lots 4 and 5 after a specific time of day. The usages are lower in those lots at that time of day. They would get closer, but they would not displace anyone who has paid additional funds and they are in a lit, safe place. Dr. Shapiro said that he does not think Lots 4 and 5 have enough spots.

Trey Menefee said we have a duty to make parking as good as it can be and someone parking in an outer lot should not have to walk by empty spots.

Everett Malcolm said that personally he does not believe that we have a severe safety issue on our Campus. It is more of a perception standpoint than a reality standpoint. Walking from the core of Campus to the Northern Lot is probably one of the most well-lit walks on this entire Campus. A night does not go by that every light on that Athletic complex and Recreational complex is lit.

Trey Menefee called to question. Dr. Shapiro asked to extend the discussion. Tammi Horn objected to the call since the question was raised earlier of how many discount permits have been purchased and the Council had not looked at this information. Vince Smyth gave the information that 927 remote permits were purchased as of October 11. However, we do not know how many take evening classes.

Dr. Shapiro reminded the group that at the last meeting the Council voted unanimously that visitor parking holders cannot park on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the garage. It seems that we are not consistent this time.

Trey Menefee called the question. He said if we do not have a majority, perhaps we can amend the motion.

**Vote:** 4 - yes; 3 no. Motion passed. (See bottom of page 2 for vote breakdown.)

#### **4. Types of Permit Categories for 2005-06 - (see Attachment 2)**

Vince Smyth reminded the Council that Vice President Shuman asked the Council to make a recommendation on “types of permit categories, number of spaces for each category and sales ratios for each category for 2005-06” by the date of 10/29/04. Vince Smyth asked the group to flip to the last page of the handout. The first category with numbers shows the current spaces in the current lots on Campus as of September 2004. Estimates of the losses and gains that are expected over the course of the year show where we would be in 2005. This is continued through 2008, but the relevancy is immediate in 2005. The numbers may be a little better than is shown here for next year. In 2007, there is a loss shown of 379 spaces. The reason for this is if we build a parking garage it would take 18 months. If it goes on a current parking lot, spaces would be lost while it is being built.

Looking at the first page, permit sales as of October 11, 2004 are just over 12,000. We used a 5% growth for next year and 4% going forward from there. Vince Smyth pointed out that last year we used 5% and then 2.5%. So if we start using 4%, it will make a difference to our inventory than what we had last year. Vince Smyth has had discussions with various people, including Deb Kaye, in trying to find some way to capture a number that we can use for parking space growth.

Vince Smyth then reviewed three attached options. Option 1 would follow what we are doing in 2004-05. Possible other changes as sub-set to Option 1 are also listed. Option 2 would have the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the garage going back to the general category. The same other possibilities are listed to the side of the box. Option 3 is a completely new set-up. It is going a long way down the road into a different type of thinking. There would be four categories: (1) faculty and staff, (2) commuters, (3) housing and (4) discount. People could not go from lot to lot except to discount. This option has some interest to lots of people. It also creates the biggest problem with inventory as the faculty and staff ratio would be closer to 1:1 because of the time they come in. If people really want it, we would make it work.

Everett Malcolm asked on Option 3 if all faculty and staff would be assigned to separate areas. Vince Smyth said yes that is how it would be. For instance, if you work in College of Business and happen to park in Lot 3, you could not park in that area since it would probably be a commuter lot. The other possibility would be to open up some of the faculty/staff lots to other permit holders after a specific time of day when these lots would not be full.

Tom Foran asked if commuter students can buy housing decals. Vince said they cannot. Tom asked how parking would be divided between the four categories. Vince replied: Faculty/Staff-- Arena garage, 1<sup>st</sup> floor of Fine Arts garage, Lot 7 and 9; Housing--Lots 10, 11, 12, 15 and 17; commuter students--2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors and perimeter of Fine Arts garage and Lots 2, 3, 4, 5, 5T and 34.

Vince Smyth said that a number of people had asked him to play with lots for faculty and staff. Vince tried to present options based on what he had heard from a number of people, including this Council.

Kellie Woodle asked about costs for the different options. It is hard to make a decision without knowing the costs.

Everett Malcolm said Shari Shuman has asked us to have a recommendation by today, but there is not time to do appropriate justice to this issue. Everett Malcolm asked the Parking Council members to take back the three options to their represented areas and have Council members

come back with a recommendation at the next Council meeting. More time will need to be dedicated at the next Council meeting to insure that we get back on the timeline track.

Vince Smyth said there could be more than three options; however, he cannot run financial information for too many options. He asked members for some type of focus as to what members would like to see.

Trey Menefee said that most students that he has talked to would like to see the end to the 2<sup>nd</sup> and 3<sup>rd</sup> in the garages as a separate category. Second, he suggested that we raise the rate on the 1<sup>st</sup> floor parking spaces.

Deb Kaye asked that the options be sent electronically to members. Also, include potential prices for these options. It is very difficult to consider these options if we don't know what possible fees would be paid with the different options.

Vince Smyth said that Option 3 would take the longest to run financials. He asked if there is any interest in seeing financials on this option. Dr. Shapiro said that he suspects that faculty and staff would say yes on option 3 and students would say no on option 3. He doubts that the Council could come to a consensus on this option. He further said that this is a decision that should not be recommended at this level. Vince Smyth asked if he could take back to Shari that if the decision is ever made it is something that should be made at the senior executive level. Trey Menefee said he would disagree.

Vince Smyth said he would run financials with preliminary numbers.

Everett Malcolm said that if the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the garages became general again then someone would have to bear the majority of the revenue loss. Perhaps we should look at those who park on the bottom floor as the ones to pay the majority of that. It is still the best bargain to park under cover and at the ratio at which we have it.

Dr. Shapiro asked who bought parking permits for 2<sup>nd</sup> and 3<sup>rd</sup> floors of parking garage. Vince Smyth reported that as of October 11, we have sold 391 to faculty and staff, and 1,980 to students for a total of 2371.

The suggestion was made that the Parking Council have a longer meeting on November 19. Everett asked the Council to meet for two hours. It was agreed to start the meeting at 12:30 p.m. on November 19. A larger room will be reserved for that meeting.

##### **5. Permit Sales Cycle for 2005-06 - (see Attachment 3)**

Vince Smyth reminded the members that Shari Shuman requested a recommendation from the Council on the permit sales cycle for 2005-06. There was some talk about potentially moving it back so that the sales would happen in April instead of August so that there would be no overlap. After talking with the Controller's Office, it was realized that this creates a problem. Vince Smyth handed out a document with further explanation. He requested that the Council review the document for discussion at the next meeting.

##### **6. Comments from University Community**

Everett Malcolm said that members have received summaries of responses to the e-mails that the Parking Council has received. If you have not already done so, please review the responses and send any additional suggestions directly to Everett Malcolm. Assuming they are appropriate, the comments will be added to our response. Most of the issues were regarding ticketing,

handicapped spaces, and access from the North to the core of Campus. The majority of what has been raised has been addressed or is in the process of being addressed through Physical Facilities getting the necessary work completed. We have pretty much satisfied the majority of the concerns that have come forward.

Deb Kaye asked to bring up an issue that came up today regarding Gabor Award parking spots. Everett Malcolm said he had responded back to Deb Kaye by e-mail today but she did not see it before this meeting. Everett Malcolm further said that the issuing of a reserved parking space for Gabor Award winners did not come through Parking Council as a recommendation. That was done through association groups directly with a Vice President for Administration and Finance. Since it never came through Council, the finances associated with that reserved space should be dealt with between Vince Smyth and Shari Shuman.

Vince Smyth said he saw the e-mail and is confused. His understanding is that there are three people with spaces: the Distinguished Faculty Member, the USPA of the Year Winner and the Gabor Award winner from A&P. They have dedicated spaces and they do not pay for them. Deb Kaye explained that they are given the option of selecting a space wherever they want it, not necessarily designated, as part of their award. The employees are not paying for the space. The issue is that all spaces, no matter where they are located, are being charged at the rate of a reserved space instead of the equivalency of where that spot is located.

Another issue is that there is no money from the groups and persons who would have to pay for the parking space. The comment was made that if Council is setting fees, discounts and prices then Council should deal with the issue. The discussion ended with Deb Kaye saying that this has been raised as an issue and concern.

**7. Other Business**

There was no further business.

**8. Future Meeting**

Nov. 19, 12:30 p.m., Location to be determined

The meeting was adjourned at 2:45 p.m.

Recorded by Paulette Sweeton