

# Parking Advisory Committee

3/2/06 Corrected

Meeting Minutes – Friday, January 27, 2006

Parking Advisory Committee Chairperson David Cowan convened a regular meeting of the PAC at 12:35 PM on Friday, January 27, 2006, in the Conference Room of the Student Senate.

## **Regular PAC Voting Members Present - 4 of 6**

- |                   |   |
|-------------------|---|
| 1. David Cowan    | Administration Representative & PAC Chairperson   |
| 2. Rose Marie Ley | Classified Employee Representative –<br>Voting Member                                     |
| 3. Michael Bruner | Alternate for Michael Ray Allen Off-Campus Student<br>Association Representative – Voting |
| 4. Shirley Piepho | MSU Association of Administrative & Service Faculty<br>(MSUAASF) Voting Member            |

## **Regular PAC Voting Members Absent – 2 of 6**

- |                        |           |  |
|------------------------|-----------|--|
| 1. Lee Cornell         | (Excused) | IFO Faculty Association Representative       |
| 2. Andrew Joseph Pyzyk |           | Student Assn. Res. Hall Rep. – Voting Member |

## **Ex-officio Non-Voting Members Present – 3 of 7**

- |                |  |
|----------------|--|
| 1. Dave Neve   | Student Financial Services Representative  |
| 2. Marty Rost  | Planning & Construction  |
| 3. Sue Edstrom | Parking & Traffic Services Coordinator and Parking<br>Citation Appeals Board Liaison |

## **Ex-officio Non-Voting Members Absent – 4 of 7**

- |                      |   |
|----------------------|---|
| 1. (Vacant)          | Minnesota Association of Professional Employees<br>(MAPE) |
| 2. Katherine Deinken | Residence Hall Association President                      |
| 3. Cynthia Janney    | Residential Life Office                                   |
| 4. (Vacant)          | MN Management Association (MMA)                           |

## **Approval of Past Meeting Minutes**

Marty Rost moved that the meeting minutes of December 9, 2005, be approved as distributed. Motion carried.

## **Review of Parking Program Income and Spending Plans**

The PAC reviewed a 1/26/06 dated draft of the Parking Program financial activity and proposed FY'07 income and spending plans. Shirley Piepho moved approval of the proposed FY'07 budget with the following changes:

- Change the \$836,000 parking permit estimate to reflect the lost of 15 curbside Gold permit parking stalls on West Road should residence hall construction require their elimination during the 2006-07 fiscal year. The \$836,000 should also be reduced to reflect the loss of Gold permit stalls in Lot 5 due to road access concerns associated with the two phased Trafton project, assuming it is approved by the Legislature as part of the bonding bill. A few Lot 5 stalls would also be eliminated because of some new sidewalk access points installed this summer. The revised permit income estimate is \$831,400.
- Provide a clearer breakout of the \$242,050 line for buses, shuttles, and the traffic control program. Add \$2,000 to provide for additional traffic control coverage should heavy trucks be moving in and around Lot 5 when the hole is being dug for the new Trafton facility. [The revised breakout: \$120,000 for the Route 8 bus and part of the Student Senate's Campus Express Route 1 bus; \$124,050 for the Red Eye & Maverick Shuttles and the Traffic Control Program.]

The Piepho motion was then voted on. The revised 2006-07 income plan totals \$1,691,450 with the spending plan at \$1,683,981. Motion passed unanimously.

## **Proposed Summer 2006 Capital Improvement Projects**

Chairperson Cowan noted that firmer estimates had been provided by the University's Planning & Construction Department on the cost of electrical upgrades in Lots 20 & 21. The new forecast shakes out at \$43,250. Cowan also received firmer numbers on the cost of the two CCTV cameras: \$15,000 to \$18,000 per operating camera/pole/base/wiring assembly. Committee members were reminded that the electrical box between Lot 20 and 21 would have to be relocated. PAC members were also made aware that existing electrical service to Lots 20, 21, and 22 was so limited that the three heated bus shelters in those lots were adversely affected. Though the heaters in those three lots are now working, more electrical capacity is needed.

These updates were well within the \$250,000 planning figure endorsed by the PAC on December 9, 2005. That \$250,000 summer work proposal included a second “lift” of asphalt on the south half of Lot 20, the creation of a connecting road between Purple permit areas of Lot 20 North and Lot 21 North, and the permanent closure of existing awkward entrances to Lot 20 off of Stadium Road and Warren (extreme northwest corner of Lot 20 only – two other Warren Street entrances to Lot 20 would remain as would two connecting roads between Lot 20 and 21).

The \$250,000 plan will be presented for public comment in early March during the Annual Hearing on Parking Policies, Budget, and Capital Improvement Plans.

### **Buses and Shuttles**

Chairperson Cowan distributed the latest summary of available shuttles and buses used by the MSU community. The summary can be found on the Parking Program’s website: [www.mnsu.edu/parking](http://www.mnsu.edu/parking)

### **Gold Permit Drawing Full Deposit Endorsed**

Dave Neve moved that the PAC recommend the following change in Parking Program’s Gold Permit Spring Drawing Guidelines (see page 10 of the Parking handbook):

*If the 2006-07 parking permit rate increases are approved, the deposit for participating in the Gold permit drawing shall be the full amount of the Gold permit. Purple permit applications are also accepted at this time and to receive a guaranteed Purple permit one would have to pay the full value down.*

*If a Gold Drawing participant fails to get their 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> choice of a Gold Permit Area then they would receive:*

1. *General Purple Permit.*
2. *Refund of the Gold Permit Drawing Deposit.*
3. *Gold Lot 16*
4. *Gold Lot 7*

*Permits for Gold Lot 16 and 7 would be issued by Drawing Sequence Number, and there is no guarantee that the number of Gold permits will meet the demand.*

The Neve motion was subsequently approved and will be considered at the Annual Public Hearing on Parking Policies, Budget, and Capital Improvements. Neve noted that putting an end to the ability to only deposit one half the Gold permit’s price would eliminate the problem of having small amounts due by August 1<sup>st</sup> for permits and would help the cashier’s office in maintain correct payment records. The number of those using the half downpayment option was very small. The existing language states:

... Applicants must have their permit registration form and 50 percent participation fee submitted on-line using Parking’s website or turned in to the Campus Hub or cashier’s office by the posted deadline. (The cashier’s receipt shall be used to determine if the registration met the deadline.) .

... The partial fee payment option cannot be extended to late purchasers of Gold permits.

... Within each drawing, awards of Reserved Gold permits will be by: 1) drawing sequence number; 2) 1<sup>st</sup> Reserved Gold Lot choice; and 3) if the lot of their first choice is already full, then they receive the lot of their second choice, and so forth.

... Spring Payment Guarantees: Fall Purple or Green Permit. General Purple and Green permits are guaranteed to those who apply in the spring and pay 100 percent of the daytime permit cost for the next academic year.

... Handling Surcharge for Spring Gold Drawing Partial Downpayments – a \$10 handling surcharge shall be assessed to Gold permit spring drawing applicants who elect to pay only half down to get into the drawing and fail to pay the remaining half by 8/1. [Approved by the Administration 4/2/03 following the results of the Annual Public Hearing on Parking Policies, Budget, and Capital Improvements.]

### **Determination of Parking Hearing Date**

Without objection it was agreed that Thursday, March 2, 2006, would be the date for the Annual Hearing on Parking Policies, Budget, and Capital Improvements. The hearing would probably start at 11 AM and last until 12:30 PM and be held in a room within the Student Union.

### **Adjournment**

Without objection the meeting was adjourned at 1:55 PM.