

Minnesota State University, Mankato

## Parking Advisory Committee

Meeting Minutes – Friday, April 5, 2002

Parking Advisory Committee Chairperson David Cowan convened a regular meeting of the Parking Advisory Committee at 1:07 PM on Friday, April 5, 2002 in the Conference Room of the Student Senate.

### Regular PAC Members Present – 6 of 6

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|----------------------|--|
| 1. David Cowan       | Administration Representative  |
| 2. Ian Radtke        | Alternate for C. Rhys Gaffer, Student Association<br>Off-Campus Representative |
| 3. Steve Bohnenblust | IFO Faculty Association Representative   |
| 4. Rose Marie Ley    | Classified Employee Representative – Voting<br>Member                          |
| 5. Celeste Hollerud  | Student Association Res. Hall Representative                                   |
| 6. Scott Hagebak     | MSU Association of Administrative & Service<br>Faculty (MSUAASF)               |

### Regular PAC Members Absent – 0 of 6

### Ex-officio Members Present – 3 of 6

- |                   |  |
|-------------------|--|
| 1. Sue Edstrom    | Parking & Traffic Services/Parking Citation<br>Appeals Board - Nonvoting |
| 2. Dave Neve      | Business Affairs Office - Nonvoting                                      |
| 3. Diane Solinger | Residential Life Office - Nonvoting                                      |

### Ex-officio Members Absent – 3 of 6

- |                  |  |
|------------------|--|
| 1. Kristen Young | Residence Hall Association President - Nonvoting               |
| 2. (Vacant)      | Space Scheduling Office Liaison - Nonvoting                    |
| 3. Marty Rost    | Facilities Mgmt. Planning & Construction Manager<br>–Nonvoting |

### Others in Attendance

- |                   |  |
|-------------------|--|
| 1. Hailey Schmitz | Alternate for Celeste Hollerud, Student Association<br>Residence Hall Representative |
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### Meeting Agenda Approved

Without objection the agenda for the April 5<sup>th</sup> meeting was approved.

### Meeting Minutes Reviewed

Without objection the minutes from the PAC's March 8<sup>th</sup> and March 21<sup>st</sup> meetings were approved.

### Parking Lot Maintenance Cost Center - \$250,958

PAC members then returned to discussion of the Summer 2002 parking improvement projects totaling \$224,222. Several members voiced concern about the \$22,264 set aside to repair ravine washout by Lot 4/4a asking why it occurred after the enormous expense incurred several years ago when both levels of the sunken lot had to be ripped up and replaced. [\$22,264 = \$17,394 project cost estimate + \$1,739 contingency (10%) + \$3,131 engineering fees (18%).] PAC members refused to recommend that line item but did endorse \$201,958 for the other five projects. The PAC then agreed to recommend the following as the spending plan for the parking lot maintenance cost center #337835 for next year:

Lot Maintenance & Repair Cost Center #337835	FY'01 Actuals	FY'02 Spent as of 4/2/02	FY'03 Unapproved 3/1/02 Version	Revised FY'03 4/5/02 Version
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Capital Improvements	\$ 224,623	\$ 172,116	\$ 189,000	\$ 173,558
Architect/Engineering	26,875	14,882	15,120	28,400
Ice/Snow/Sweeping/ Parameter Mowing	60,672	25,001	60,000	40,000
Miscellaneous/Other	9,930	15,971	8,880	9,000
Totals	322,100	227,970	273,000	\$ 250,958
Remaining FY'02 Budget Allocations		26,230		
<b>Adjusted Totals</b>	<b>\$ 322,100</b>	<b>\$ 254,200</b>	<b>\$ 273,000</b>	<b>\$ 250,958</b>

**Summary of 2002-03 Budget Recommendations Approved up through April 5th**

Cost Center	2002-03 Income Estimates	2002-03 Spending Forecast
#337830 General Parking	\$ 698,760	\$ 252,000
#337835 Parking Lot Maintenance		\$ 250,958 (includes only \$40,000 for cross charges)
#337840 Traffic & Parking Services	\$180,000	\$ 94,160
#337845 Parking Appeals System	\$ 150	\$ 25,000
#337850 Time Stall Parking	\$ 25,000 Meters \$ 240,000 Paylot Revenues	\$ 60,000
#337855 Dispatch & Patrol		\$ 195,000
# Red Eye Shuttle & Bus Services		\$ 122,750 (includes \$108,000 for bus service)
Recommended FY'03 Totals	\$1,143,910	\$ 999,868

As in the past, should the estimates hold and a surplus be generated by 30 June 2003, excess receipts are dedicated for a contingency for equipment replacement, major lot improvements and/or stall capacity increases.

**Feedback on Recommendations Endorsed by PAC and forwarded to Administration**

What follows is a table which reflects action taken by the Parking Advisory Committee following the Public Hearing. Column 2 reflects any changes which occurred to the PAC's original recommendations that were formally reviewed during the hearing. Column 3 reflects the narrative associated with Column 2. Column 4 reflects feedback received from Administration as of March 28<sup>th</sup>.

Parking Advisory Committee Recommendations <b>Pre-Hearing</b> (1)	<b>Changes to Original Plan</b> (2)	Parking Advisory Committee Recommendations <b>Post-Hearing</b> (3)	<b>3/28/02 Administra- tion Feedback</b> (4)
1. Gold permit spaces shall be allocated on a priority basis for faculty and staff. Leftover or unsold Gold permit would be allocated for off-campus student customers. [Current mix: 38% student buyers; 62% faculty & staff. Gold permit stalls total 824, but maximizing the result of "come and go" activity in the	<b>No Change</b>  Plan endorsed on a 3-2 vote.	1. Gold permit spaces shall be allocated on a priority basis for faculty and staff. Leftover or unsold Gold permit would be allocated for off-campus student customers. [Current mix: 38% student buyers; 62% faculty & staff. Gold permit stalls total 824, but maximizing the result of "come and go" activity in the larger Gold permit areas, up to 1,000 Gold permits	<b>Approved on a one year trial basis. 2002-03 sales should be reviewed to determine if student demand for Gold permits exceeded</b>

<p>larger Gold permit areas, up to 1,000 Gold permits can be sold without retreating from the “guaranteed stall” commitment made to all Gold permit holders.]</p> <p>The PAC believes that there will be plenty of Gold permits left to accommodate student demand though it is unlikely that core campus Gold permit spaces will be leftover once the faculty/staff drawing is concluded. ( Core campus Gold areas incorporate these lots: Morris Hall’s Lot 6, Union’s Lot 11/11a, Wigley’s Lot 4a and Wigley on street Gold stalls, Library’s Lot 12, Trafton East’s Lot 10, Taylor Center’s Lot 8, Wiecking’s Malin, and Maywood West’s on-street Gold parking.) No doubt student buyers will find leftover stalls available in Performing Arts Lot 16, Wiecking’s Lot 17 &amp; 18, Tennis Court’s Lot 7, Arboretum Gold strip, Alumni &amp; Foundation Center’s Lot 19.</p>		<p>can be sold without retreating from the “guaranteed stall” commitment made to all Gold permit holders.]</p> <p>The PAC believes that there will be plenty of Gold permits left to accommodate student demand though it is unlikely that core campus Gold permit spaces will be leftover once the faculty/staff drawing is concluded. ( Core campus Gold areas incorporate these lots: Morris Hall’s Lot 6, Union’s Lot 11/11a, Wigley’s Lot 4a and Wigley on street Gold stalls, Library’s Lot 12, Trafton East’s Lot 10, Taylor Center’s Lot 8, Wiecking’s Malin, and Maywood West’s on-street Gold parking.) No doubt student buyers will find leftover stalls available in Performing Arts Lot 16, Wiecking’s Lot 17 &amp; 18, Tennis Court’s Lot 7, Arboretum Gold strip, Alumni &amp; Foundation Center’s Lot 19.</p>	<p><b>leftover inventory. If that occurred, PAC should consider adopting a guaranteed minimum number of Gold permits for student customers.</b></p>
<p>2. Permit rate changes for 2002-03:</p> <p><b>Gold</b> – 12 month permit - \$210 existing price - \$200 for 2002-03. PAC members believe that an accommodation should be made to reflect the change in how the Gold permit is distributed. The predicted \$10,000 in lost revenue can be made up elsewhere in the Parking Budget.</p> <p><b>Green</b> – 9 month residence hall permit - \$138 existing price - \$150 for 2002-03. PAC members believe that the Green permit has been undervalued at its present \$138 price. The 1,500 regular Green permits occupy “prime real estate” in the campus core and are enforced on a 24 hour basis five nights out of every seven. With 1,500 regular Green permit stalls, it is estimated that an additional \$18,000 be generated with the \$12 increase in price per Green permit.</p>	<p><b>Changed</b> Voted to keep existing \$210 permit rate</p> <p><b>No Change</b> Rate hike of \$12 to new level of \$150 endorsed 5-0.</p> <p>Effort to raise it to \$157.50 failed 1-4.</p>	<p><b>Gold</b> – 12 month permit prices remains at existing price of \$210 for 2002-03. No price decrease recommended. PAC changed its view following comments made at Public Hearing. PAC members also became aware of the fact that a significant number of Gold permit holders had used \$210 figure when filing for Minnesota Tax transportation accommodation.</p> <p><b>Green</b> – 9 month residence hall permit - \$138 existing price - \$150 for 2002-03. PAC members believe that the Green permit has been undervalued at its present \$138 price. The 1,500 regular Green permits occupy “prime real estate” in the campus core and are enforced on a 24 hour basis five nights out of every seven. With 1,500 regular Green permit stalls, it is estimated that an additional \$18,000 be generated with the \$12 increase in price per Green permit. The \$150 charge brings the Green permit more in line with the</p>	<p><b>\$210 Rate Approved</b></p> <p><b>\$150 Rate Approved</b></p>

<p>The \$150 charge brings the Green permit more in line with the Gold permit (i.e., \$200 Gold divided by 12 months = \$16.67 x nine months = \$149.99, a basic match with the \$150 recommended for the Green permit).</p> <p><b>Orange</b> – 9 month Lot 21 &amp; 22 permit - \$76 existing price - \$84 for 2002-03 PAC members believe the current cost is undervalued and needs to be adjusted to help cover increasing bus and Red Eye Shuttle costs. Orange permit holders currently ride the bus and Red Eye Shuttle at no cost when they show drivers their special free bus tags which are provided as part of the permit purchase. An additional \$7,360 will be generated from Orange permit sales (920 permits x \$8 = \$7,360).</p>	<p>Proposal to lower it to \$144 failed 1-4.</p> <p><b>No Change</b></p> <p>Plan endorsed on a 5-0 vote.</p>	<p>Gold permit (i.e., \$200 Gold divided by 12 months = \$16.67 x nine months = \$149.99, a basic match with the \$150 recommended for the Green permit).</p> <p><b>Orange</b> – 9 month Lot 21 &amp; 22 permit - \$76 existing price - \$84 for 2002-03 PAC members believe the current cost is undervalued and needs to be adjusted to help cover increasing bus and Red Eye Shuttle costs. Orange permit holders currently ride the bus and Red Eye Shuttle at no cost when they show drivers their special free bus tags which are provided as part of the permit purchase. An additional \$7,360 will be generated from Orange permit sales (920 permits x \$8 = \$7,360).</p>	<p><b>\$84 Rate Approved.</b></p>
<p>3. Modify existing cross-charge practice of the Buildings &amp; Grounds Department whereby the Parking Program is charged using an “averaging” model for such activities as snow removal, ice removal, sweeping, grading, perimeter mowing trash removal etc. Adopt a system that relies more on “real time” logs. Eliminate future charges for perimeter mowing. Perimeter mowing cost savings: \$20,000 est.</p>	<p><b>No Change</b></p> <p>Plan endorsed on a 5-0 vote.</p>	<p>3. Modify existing cross-charge practice of the Buildings &amp; Grounds Department whereby the Parking Program is charged using an “averaging” model for such activities as snow removal, ice removal, sweeping, grading, perimeter mowing trash removal etc. Adopt a system that relies more on “real time” logs. Eliminate future charges for perimeter mowing. Perimeter mowing cost savings: \$20,000 est.</p>	<p><b>Approved</b></p>

<p>4. Recommended map changes include:</p> <p>From Purple Permit to Gold Permit: 9 stalls adjacent to Crawford D Wing.</p> <p>From Purple Permit to Gold Permit: 7 stalls adjacent to the Utility Plant.</p> <p>From Purple Permit to Gold Permit: Wiecking's Lot 17 existing 20 Gold stall limit to a new ceiling of 50, if buyers can be found. (Lot 17's current mix: 99 Purple; 19 Gold).</p>	<p><b><u>Changed</u></b></p> <p><b><u>No Change</u></b></p> <p><b><u>Changed</u></b></p> <p>Voted to change all 99 Purple to Gold 3-2.</p>	<p>PAC recommends that no personal vehicles be parked back there and that permit parking be banned entirely. Change all nine stalls to Facilities stalls. Only MSU state vehicles can park there.</p> <p>From Purple Permit to Gold Permit: 7 stalls adjacent to the Utility Plant.</p> <p>From Purple Permit to Gold Permit all remaining Lot 17 Purple stalls (99). New PAC position asserts that Purple stalls are close enough to Wiecking to warrant Gold designation.</p>	<p><b>Denied. PAC should consider paving gravel area before recommending permit or rate changes.</b></p> <p><b>Approved.</b></p> <p><b>New ceiling of up to 50 Gold stalls allowed in Lot 17 if buyers can be found.</b></p>
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**Gold Permit Drawing** – Incentives to Use “On-Line” Paid in Full Option

Chairperson Cowan indicated that there was no interest on the part of the Administration to discount by \$10 the \$210 Gold permit price should buyers elect to use the paid in full on-line option for the Gold permit drawing. Instead Mike LaVigne’s M&M Vending (administers pop machines in Academic and administrative buildings) has provided two \$50 cash prizes. Additionally, twenty \$20 MavCard cash stripe awards will be issued.

**Expanding PAC’s Voting Membership**

Consistent with the PAC October 29<sup>th</sup> commitment to develop a recommendation to the University President dealing with increasing the PAC’s voting membership, There are currently six voting members on the PAC and seven seats that are ex-officio nonvoting.

Classified employees fit within three primary bargaining units with AFSCME Local 638 traditionally appointing the PAC delegate from within its ranks which leaves classified units like MMA (Middle Management Association and MAPE (Minnesota Association of Professional Employees) without any direct liaison. The Parking Advisory Committee is a Presidential Committee that reports to the University President through the Finance and Administration Vice President. (See Minnesota Statute Chapter 136E.05.)

<b><u>Bargaining Unit/Organization</u></b>	<b><u># of Individuals Affected</u></b>	<b><u>PAC Voting Membership</u></b>
IFO Faculty Association	550 MSU Employees	One
AFSCME Local 638	*366 MSU Employees	One
MSUAASF	102 MSU Employees	One
Administration (Excluded)	32 MSU Employees	One
MSU Student Association	10,000 Off-Campus Students	One
MSU Student Assn./Res. Hall Assn.	3,000 Res. Hall Students	One
Middle Management Association	*23 MSU Employees	- 0 -

Mn Assn. of Professional Employees	*64 MSU Employees	- 0 -
Confidential Employees	*12 MSU Employees	- 0 -

\*Note that “classified employees” get one vote with a representative from AFSCME Local 638 traditionally occupying the lone seat set aside for all classified bargaining units (AFSCME, MMA, MAPE, and Confidential).

Ian Radtke moved “to add ex-officio nonvoting seats for MMA & MAPE to the PAC. Voting rights would be contingent upon increased on and off campus student voting representation.” Diane Solinger moved to table the motion. Tabling motion carried. PAC members were asked to bring to the next PAC meeting any parking references found in their respective collective bargaining unit contracts.

**Status of \$60,000 Budget for Replacement of Hand Held Citation Computers**

It was reported that the cost of replacing and upgrading the 14 year old hand held citation computer system would be around \$45,000 instead of the projected \$60,000, a sum already budgeted in the 2001-02 Parking Program Budget. Chairperson Cowan indicated that part of the difference could be used for a 24 taping system for the CCTV cameras and that this proposal was being investigated by Security.

**Bohnenblust Concern about Non-University Parking Revenue**

PAC member Steve Bohnenblust presented his concerns about the need for more non-University parking revenue, particularly from special events like high school basketball tournaments, etc.

It was reported that the H.O.G. Rally held in July 2001 and July 2000 did produce revenue for their use of Lot 4 and 4a (\$1,500 for each event). Cowan reported that the Chamber was planning an April 25<sup>th</sup> community-wide employee appreciation event from 12 Noon to 1:30 PM and would be paying MSU \$3 per vehicle to park in the sunken lot.

**Adjournment**

Without objection, the meeting was adjourned at 2:35 PM.

Respectfully submitted,

David Cowan, Chairperson  
Parking Advisory Committee