

Parking Advisory Committee

Meeting Minutes – Friday, October 19, 2001

Parking Advisory Committee Chairperson David Cowan convened a regular meeting of the Parking Advisory Committee at 1:03 PM on Friday, October 19, 2001 in the Conference Room of the Student Association/Senate in the Centennial Student Union.

Regular PAC Members Present – 5 of 6 members

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| 1. Rose Marie Ley | AFSCME Council 6, Local 638 Representative |
| 2. David Cowan | Administration Representative |
| 3. C. Rhys Gaffer | Off-Campus Student Association Representative |
| 4. Steve Bohnenblust | IFO Faculty Association Representative |
| 5. Abby Tritabaugh | On-Campus Student Association Representative |

Regular PAC Members Absent – 1 of 6 members

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| 1. Scott Hagebak | MSUAASF Bargaining Unit Representative |
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Ex-officio, Nonvoting Members Present – 4 of 7 members

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| 1. Kate Voight | Parking Citation Appeals Board Liaison |
| 2. Diane Solinger | Residential Life Office Representative |
| 3. Dave Neve | Business Affairs Representative |
| 4. Kristen Young | Residence Hall Assn. Pres. – Nonvoting Res. Hall Assn. Rep. |

Ex-officio, Nonvoting Members Absent – 3 of 7 members

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| 1. Larry Kohanek | Facilities Mgmt. Planning & Construction Manager |
| 2. (Vacant) | Space Scheduling Liaison |
| 3. Sue Edstrom | Parking and Traffic Services Coordinator |

Others in Attendance - 2

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| 1. Ian Radtke | Student |
| 2. Teritus D. Fortune | Student |

Meeting Agenda Approved

Without objection the following changes were made to the “tentative agenda” circulated a couple of days ago by Chairperson Cowan:

- Defer until the next meeting review and approval of the meeting minutes of September 21.
- Defer until the next meeting a status report on the Parking Program’s \$1.1 million income and spending plan for 2001-02.
- Insert under “New Business” a report by C. Rhys Gaffer about activities of the Mankato Transportation Advisory Committee.
- Insert under “New Business” these two items of concern voiced by Residence Hall Association President Kristen Young: 1) What can be done about the ban against MSU off-campus students using the free Residence Hall Guest Permit (yellow paper permit) when they want to stay overnight in a residence hall room with a friend?; and 2) What can be done to improve snow removal in overnight lots near the residence halls?

Paylot Revenue Forecast Negatively Impacted by State-wide Employee Strike - \$7,500 Estimated

Business Affairs PAC Representative Dave Neve reported that for the first five class days of the recently resolved statewide strike of AFSCME and MAPE bargaining unit employees, the paylot was left open and free to the public. No coverage was available until Day 8 (October 8, 2001) and that only was possible working with student employees from three different departments who had some experience with the paylot operation. Neve estimated that upwards of \$7,500 was not collected, averaging \$1,500 each of the five class days of that first week of the strike.

Chairperson Cowan noted that the \$240,000 twelve month paylot revenue estimate will have to be scaled back and \$7,500 worth of spending needs to be carved out of the Parking Program's overall budget for fiscal 2001-02.

Timberwolves vs Bucks NBA Exhibition Game – Parking Ban Around the Taylor Center

Because of recently adopted security regulations of the National Basketball Association, the University had no choice but to ban parking all around the Taylor Center all day Wednesday, October 17th, for the 7 PM exhibition game between the Minnesota Timberwolves and the Milwaukee Bucks. This ban affected 162 prime location parking stalls including: Arboretum Gold permit stalls (98); Taylor Gold Lot 8 permit stalls (29); as well as Lot 9 stalls (35) dedicated to Admissions, Intercollegiate Athletics, and parking meters. About 20 or so Purple permit stalls in Lot 20 were also taped off. Security requirements required that no unattended vehicles be within a certain distance of the Taylor Center that required the "all day" ban.

Notwithstanding some who complained that they had received no prior notice, evidence exists that individual emails were sent to all Gold permit holders holding either Taylor Gold or Arboretum Gold parking permits. A "global" email was also put on the faculty-staff electronic bulletin board as well as the student's bulletin board. [The event was held on the third day following the end of the strike and it was thought that many emails from the week before had yet to be read.]

Those Gold permit holders dislocated were asked to park in Gold Lot 7, 4a, or the paylot (Lot 4). Kate Voight, Parking Citation Appeals Board Liaison, said that a number of Arboretum Gold permit holders called on the day the parking was blocked off complaining about the ban and wondering where they should park.

Special Events Scheduling – Major Events Should Be Kept Separate If Possible

It was noted that along with the NBA parking ban around the Taylor Center because of the Timberwolves vs. Bucks game, the Career Development Office was on its second day of its Annual Career Week. Though Career Development had mailed instructions to company recruiters not to park in the campus core, relying instead on a shuttle service from Lots 21/22 (Orange permit lots), many recruiters chose to park in the paylot leaving fewer stalls for displaced Gold permit holders and regular cash customers.

David Neve reported that many recruiters presented paylot passes to the paylot attendant when they left Lot 4, raising a question in Neve's mind about whether Career Development was inadvertently encouraging paylot use by recruiters who ignored previously mailed instructions about parking in Lots 21/22.

PAC members agreed that the University's Space Scheduling Office should continue to make every effort to avoid scheduling major special events on the same day because it is difficult to accommodate the parking needs of those non-MSU customers. Dislocations to existing parking customers should be kept at a reasonable minimum.

Bus Shelter Interior Lighting

Chairperson Cowan reported that Mankato's Heartland Express bus service operation would be installing lighting in two more bus shelters in the very near future. A lighted bus shelter now exists in Lot 21, a location which also hosts the only heated bus shelter within the Greater Mankato Area. Bus shelters targeted for the lights include the new shelter across from the Student Union and the shelter in Lot 20.

It was noted that interior lighting for each of MSU’s eight bus shelters was a recommendation that surfaced from the customer survey conducted 22/23 January, 2001, when 869 surveys (27.59%) were returned out of 3,150 distributed.

	<u>Heat</u>	<u>Interior Lighting</u>
Lot 23 (Free Lot) Bus Shelter	None	None
Lot 22 (Orange Permit lot) Bus Shelter	None	None
Lot 21(Orange Permit lot) Bus Shelter	Yes	Yes
Lot 20(Purple/Green Permit lot) Shelter	None	Pending
South Road West (Student Union) Shelter	None	Pending
Maywood West (across from Library) Shelter	None	None
Maywood Shelter in front of Nelson Hall	None	None
Maywood/Warren Intersection Bus Shelter	None	None

Spring 2001 MSU Parking Study Prepared By URSI’s Advanced Planning Seminar

Chairperson David Cowan proposed that the PAC take some time at each meeting to address conclusions and recommendations contained in the parking study prepared at the PAC’s request by a team of graduate students in the Urban and Regional Studies Institute’s Advance Planning Seminar. Cowan indicated that data garnered from the Spring study was “fresh” in that no other vehicle or pedestrian statistics existed which reflected the elimination of the old giant Purple Permit Lot 8 and the construction of the Taylor Center in Lot 8’s space. (The Taylor Center opened in October, 2000, though certain rooms are still being finished.)

Cowan was especially pleased that the pedestrian statistics seemed to support traffic warrant requirements for stoplights at the intersections of Stadium/Warren, Stadium/Ellis, Maywood/Warren, and Ellis/Maywood. [Pedestrian volumes require a minimum of 400 pedestrians crossing an intersection over any four-hour period to justify a warrant.] The City’s Traffic and Safety Committee have copies of the MSU Parking Study but have yet to formally act on the need for traffic stoplights at key intersections mentioned earlier.

Steve Bohnenblust indicated that he had read the report and was left with the impression that not all parking constituencies were surveyed. David Cowan concurred. The PAC agreed to have the Chairperson proceed and include on each meeting agenda certain conclusions and recommendations from the study.

Survey of All Parking Users

Chairperson Cowan indicated that a comprehensive survey of all parking users was last conducted in 1994. At the request of the PAC, he agreed to share copies of the survey instruments then in use and the results of that survey. Some PAC members indicated an interest in doing such a “customer satisfaction survey” this year to get more input from users. It was agreed that the survey should be completed in winter months prior to the Annual Hearing on Parking Policies held in March. Diane Solinger requested that a count be prepared of permit sales by type of permit holder (i.e., student, faculty/staff, etc.).

Bohnenblust Hearings on Parking

Faculty Association Representative Stephen Bohnenblust then reported on feedback he received from a couple of hearings he held to solicit faculty input on parking. Though the turnout was not the best, he has received emails and comments about parking problems at MSU. He indicated that the faculty represent the second biggest market of parking permit customers yet have no assurance that they can buy premium close in permit stalls. If they bought late faculty ran up against a sales ceiling on Gold permits as well as the 35% oversell ceiling on Purple permits. Some faculty had to buy Lot 21/22 Orange permits.

Steve Bohnenblust indicated that there are no designated faculty or staff parking lots, and out of 5,000 parking stalls there are 1,800 set aside for residence hall students. Residence hall students pay do not pay very much for 24 hour premium close-in parking, he commented. PAC member Bohnenblust stated that no reduction was made

in the number of Green permit stalls when 700 mostly Purple permit stalls were eliminated due to Taylor Center construction, construction of an expanded Bud Myers Field House, and the elimination of on-street parking on Stadium Road. Bohnenblust declared that changes had to be made in the allocation of existing stalls and that the Faculty Association was looking strongly at faculty and staff only parking lots.

	Green Stalls	Price
<u>McElroy/Crawford Northern Zone</u>	875	\$138
Lot 13 – 349 Green Stalls		
Lot 14 - 7 Green Stalls		
Lot 15 - 22 Green Stalls		
Lot 16 - 497 Green Stalls		
<u>Gage Southern Zone</u>	621	\$138
Lot 1 – 480 Green Stalls		
Lot 3 – 110 Green Stalls		
Ellis Ave. So. – 31 Green Stalls		
<u>Lot 20a Discount Green (Blakeslee Stadium)</u>	333	\$ 62
Green Residence Hall Stall Total	<u>1,829*</u>	

*36.6% of 5,000 MSU parking stall inventory.

Diane Solinger, Residential Life Director, indicated that that close-in stalls were dedicated recognizing that on-campus renters needed to have 24 hour parking close by. Safety was a concern as well.

PAC members agreed over the next several meetings to examine the existing distribution of stalls and the clients they serve. Recommendations on any changes would be formally presented to the campus community in March or April as part of the Annual Public Hearing on Parking Policy & Procedures, a hearing required by Minnesota statute. Data on the existing distribution of parking permits will be provided sorted by constituent type.

Bus Survey – Implementation of Results

C. Rhys Gaffer, Off-Campus Student Association Representative, stated that he was not impressed with the results or the methodology used in the bus survey conducted last year. [The “customer satisfaction” survey of bus riders was conducted January 22/23, 2001, and out of 3,150 survey instruments, 869 were returned to The Hub, a 27.59% return rate. A financial incentive was used to encourage survey respondents to turn in their surveys – a credit was placed on a respondent’s MavCard cash stripe for each return submitted. Returns were color coded by driver with each driver’s picture superimposed on the survey instrument.]

Cowan indicated that results of the survey are reflected in the fact that a larger shelter is now in place in the Free Lot (Lot 23), and that lights are soon to be installed in two other shelters. He also indicated that criticism about empty nighttime buses played a role in eliminating nighttime bus service and expanding the Red Eye Shuttle’s service hours to: Mon.-Thurs. 6 PM to midnight; Friday 4:30 PM – 6:30 PM; and Sunday 5 PM to 10 PM. Cowan noted that not all of last year’s drivers returned this Fall.

Expanding PAC’s Voting Membership

PAC members agreed 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.)

<u>Bargaining Unit/Organization</u>	<u># of Individuals Affected</u>	<u>PAC Voting Membership</u>
I/O 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 -
MnAssn.of Professional Employees	*64 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 three classified bargaining units (AFSCME, MMA, and MAPE).

What size the PAC should be, and its voting membership makeup, will be discussed and reviewed by the PAC over the next several meetings.

Factoring in Years of Service as an Element in Gold Permit Drawing

It was proposed to develop a procedure which would allow for an employee’s years of service to have an influence on his/her drawing sequence number in the annual Gold permit drawing in April. A point system could be developed not unlike the “Rule of 90” that would add the employee’s age and their years of MSU service producing a number that would be subtracted against that person’s Gold permit drawing number. PAC members agreed to postpone action on the proposal and deal with it once additional data is made available to the PAC.

Mankato Area Transit Advisory Committee

C Rhys Gaffer then brought PAC members up-to-date on recent actions of the Mankato Area Transit Advisory Committee which works closely with Heartland Express. Rhys was not happy that Heartland Express no longer offers a city-wide Semester long bus pass to students. What is available is a \$35 thirty day city-wide pass. MSU’s Route 1 and 8 has two “U Zone” bus pass options: \$40 Semester or \$14 for thirty days.

Gaffer volunteered that there was high customer satisfaction with MSU’s Red Eye Shuttle service.

Residence Hall Association Concerns – Yellow Guest Overnight Parking Pass & Snow Removal

Kristen Young, Residence Hall Association President, relayed on the RHA’s belief that the PAC should lift the existing ban which prohibits MSU off-campus students from using a residence hall yellow guest permit when they want to stay overnight with a residence hall student. Young also pleaded that a special effort be made this coming winter to routinely plow residence hall lots to minimize the build up of snow and ice.

Fall Semester PAC Meetings - Every Friday, 1 PM – 2:30 PM

The PAC agreed to try to meet weekly for the balance of the Fall Semester. Every Friday afternoon from 1 PM until 2:30 PM will be the established time. The meetings will always be held in the Conference Room of the Student Association/Senate. The next meeting will be held on Friday, October 26th.

Adjournment

Without objection, the meeting was adjourned at 2:06 PM.

Respectfully submitted,

David Cowan, Chairperson
Parking Advisory Committee