

Parking Advisory Committee

Revised Meeting Minutes – Friday, November 18, 2005

Parking Advisory Committee Chairperson David Cowan convened a regular meeting of the PAC at 12:35 PM on Friday, November 18, 2005, in the Conference Room of the Student Senate.

Regular PAC Members Present - 5 of 6

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| 1. David Cowan | Administration Representative & PAC Chairperson |
| 2. Rose Marie Ley | Classified Employee Representative –
Voting Member |
| 3. Shirley Piepho | MSU Association of Administrative &
Service Faculty (MSUAASF) |
| 4. Tara Neuman | Alternate for Michael Ray Allen, Off-Campus Student
Assn. Representative – Voting Member |
| 5. Andrew Joseph Pyzyk | Student Assn. Res. Hall Rep. – Voting Member |

Regular PAC Members Absent – 1 of 6

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| 1. Lee Cornell | (Excused) | IFO Faculty Association Representative |
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Ex-officio Non-Voting Members Present – 2 of 7

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| 1. Dave Neve | Student Financial Services Representative |
| 2. Sue Edstrom | Parking & Traffic Services Coordinator and Parking
Citation Appeals Board Liaison |

Ex-officio Non-Voting Members Absent – 5 of 7

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| 1. (Vacant) | Minnesota Assn. of Professional Employees
(MAPE) | |
| 2. Katherine Deinken | Residence Hall Association President | |
| 3. Cynthia Janney | Residential Life Office | |
| 4. (Vacant) | MN Management Assn (MMA) | |
| 5. Marty Rost | (Excused) | Planning & Construction |

Others in Attendance

- | | |
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| 1. Joe Orchard | Student Supervisor of Traffic Controllers |
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Meeting Agenda Approved

Without objection the November 18th meeting agenda was approved.

Review of Administration Response to PAC Post Hearing Recommendations Spring 2005

PAC members looked over the Administration's March 31st dated response to the recommendations which had been prepared by the Parking Advisory Committee following the March 10, 2005, formal Public Hearing on Parking Policies, Budget and Capital Improvements. The Administration had approved all the PAC's recommendations including those dealing with 2005-06 permit rate freezes, the \$1,281,100 Parking Program Budget, and the summer 2005 capital improvement project list.

Summer 2005 Capital Improvement Program Reviewed

Members reviewed the \$241,281.68 worth of expenditures made for parking lot improvements this past summer. Of that sum \$183,288.53 in parking funds was used with the difference of \$57,993.15 coming from other funding sources. (The March approved plan totaled \$221,338, of which \$196,300 was Parking's share.) It was noted that \$99,800 planned investment in Lot 23 (Free Lot) ending up costing the Parking Program only \$33,954 thanks in large part to an arrangement made with Xcel Energy for leased lighting. Members also commented on the \$5,000 invested for a parking pad near the baseball diamond.

Review of 2005-06 Parking Program Income and Spending Plans

PAC members discussed the 2005-06 Parking Budget and its \$1,281,100 income plan and \$1,212,025 spending plan. It was noted that it had been five years since a significant change was made in the permit rates. Changes in the initial budget adopted last March included: 1) \$25,000 increase for an emergency replacement paylot gate system; 2) a \$13,000 previously approved CCTV roof camera on Otto Recreation Center; and 3) a \$45,025 purchase of a "Maverick Shuttle" fourteen passenger vehicle which would replace the afternoon run of the existing MSU Route #1 large bus leased from the City of Mankato. Members noted that though savings were projected from \$63 per hour bus contract because the Maverick Shuttle would kick in service Spring Semester, cost recovery of the shuttle expense would take several years. No objections were made to the budget changes made since March. Parking & Traffic Coordinator Sue Edstrom reported that 60 new meter heads had been installed over the summer consistent with PAC recommendations.

					Fiscal Year 2005 - 06				
					Original Budget (5)	Revisions & Transfers (6)	10/12/05 Revised Budget (7)	Deposits, Encumbrances, & Activity as of 10/11/05 (8)	Column 7 less 8 = Difference (9)
2001-02 Actuals (1)	2002-03 Actuals (2)	2003-04 Actuals (3)	2004-05 Actuals (4)						
INCOME									
337830 General Parking (permits & specialty stalls)	\$669,521	\$701,106	706,090	\$750,731	\$760,000 Includes \$25,360 leased stalls installment for 110 Lot 22 @ \$200 and 16 Lot 19 @ \$210 each	\$0	\$760,000	\$671,481	\$88,519
337840 Traffic & Parking Services (citation fine receipts; 20,000 tickets)	214,924	247,748	296,016	276,048	240,000	0	240,000	35,678	204,322
337845 Parking Appeals System	273	89	43	14	100	0	100	2	98
337850 Timed Stall Parking - 68 Meters	27,313	27,669	24,279	21,501	18,000	0	18,000	4,979	13,021
337850 Timed Stall Parking - 181 Pay Lot Stalls)	244,497	265,765	271,389	286,387	245,000	0	245,000	60,081	184,919
M&E Subsidy in 214040 for Traffic Control Program		25,248	27,474	29,413	0	0	0	0	0
337865 Intersection Traffic Control & Event Parking		0	3,016	20,098	18,000	(10,025)	7,975	0	7,975
337850/337860 Miscellaneous	225	234	0	709	0	10,025 Vikings Village	10,025	10,025	0
Current Year Receipts	\$1,156,753	\$1,267,859	1,328,307	1,384,901	\$1,281,100	\$0	\$1,281,100	\$782,246	\$498,854
EXPENDITURES									
337830 General Parking (includes bus, 2.5 FTEs for Business Office, Hub, staffing related to handling 7,000+ parking customers)	269,521	244,476	272,743	280,652	270,000	0	270,000	219,465	50,535
337835 Lot Maintenance (repairs, snow/ice removal, sweeping, grading, etc.)	249,114 (includes \$36,939 in cross charges)	238,173	582,999	292,986	275,000	0	275,000	139,464	135,536
337840 Traffic & Parking Services (enforcement, jump starts, door unlocks, 20,000 citations)	94,374	165,356	105,902	133,960	106,000	0	106,000	48,127	57,873
337845 Parking Appeals System	18,685	17,977	19,748	26,579	30,000	0	30,000	23,169	6,831
337850 Time Stall Parking (pay lot, meters)	39,329	41,490	45,668	44,944	45,000	25,000 Paylot Gate System	70,000	51,595	18,405
337855 Dispatch & Patrol	153,539	185,889	227,182	260,745	223,000	13,000 Otto CCTV Roof Camera	236,000	137,512	98,488

337865 Red Eye Shuttle & Bus Service	118,445	179,259	202,776	154,703	180,000	45,025 Maverick Shuttle	225,025	140,729	84,296
337860 Parking Capacity Restoration	0	0	16	0	0	0	0	0	0
M&E Subsidy in 214040 for Traffic Control Program	0	25,248	27,474	29,413	0	0	0	0	0
Expenditure Totals	\$943,007	\$1,097,868	1,484,508	1,223,982	\$1,129,000	\$83,025	\$1,212,025	\$760,061	\$451,964
6/30 Year End Net	<u>\$213,746</u>	<u>\$169,991</u>	<u>(\$156,210)</u>	<u>\$160,919</u>	<u>\$152,100</u>	<u>(\$83,025)</u>	<u>\$69,075</u>	<u>\$22,185</u>	<u>\$46,890</u>
	Excess Receipts for FY'02	Excess Receipts for FY'03	Shortfall for FY'04	Excess Receipts for FY'05	FY'06 Est. 6/30/06 Positive Balance		FY'06 Planned Year-End Surplus	*Existing Excess Cash 10/11/05	

Year-end 6/30 values shown without factoring in annual equipment depreciation or accounts receivables from delinquent parking fines that may or may not be easy to collect. Excess receipts are dedicated for a contingency for parking stall capacity increases, or equipment replacement.

Proposed Parking Permit Rate Increase

Members discussed the need for a routine increase in parking permit fees and noted that no such approach had been used in the past for a variety of reasons.

Parking Permit Type	2000-01 Parking Permit Price	2001-02 Parking Permit Price	2005-06 Parking Permit Price	CPI-U Since Sept. 2004	2006-07 Example of Parking Permit Rates
Gold – Twelve Month Permit	\$ 200	\$ 210	\$ 210	4.7%	\$ 220
Purple – Nine Month Permit	110	116	116	4.7%	122
Nighttime Purple – Nine Month Permit	58	62	62	4.7%	65
Orange – Nine Month Permit	60	76	84	4.7%	88
Green – Residence Hall Regular Nine Month Permit	130	138	150	4.7%	157
Dark Green Lot 20a Discount – Res. Hall Nine Month Permit	58	62	62	4.7%	65
Light Blue Vendor Delivery – Twelve Month Permit	200	210	210	4.7%	220
Dark Blue Handicap – Twelve Month Permit	80	84	84	4.7%	88
Nighttime Handicap Permit – Nine Month Permit	15	30	30	4.7%	31
Silver Motorcycle – Academic Year Permit	50	54	54	4.7%	57
Red – Night Shift Employees Nine Month Permit	70	36	36	4.7%	38

It was argued that MSU classified employee payroll costs, which currently represent \$246,386 (20%) of Parking’s \$1,212,025 spending plan, have gone up now that collective bargaining units contracts have been settled. Lot repair and construction costs of contractors are also affected by increasing labor rates, fuel, and the changing price of products they need to repair and surface the 5,400 parking spaces in MSU’s Parking Program. PAC members understood that a major change in parking permit fee rates was last made in 2001-02 (see above table).

The following resolution was moved by Rose Marie Ley:

RESOLVED, The Parking Advisory Committee, in its effort to create a dependable tool for long term budget planning, agrees, as a matter of policy, that parking permit rates shall be adjusted annually to cover routine inflationary increases. The rate of increase shall be determined using the CPI-U percent change for the full 12 months prior to October 31 of a given year. Special projects requiring rate increases above and beyond the CPI-U percentage change shall be viewed as “temporary” whereby the increase is: 1) not factored in as part of the base permit charge; and 2) it is treated as “time sensitive” with a specific end date when the higher rate drops back down to what it would have otherwise been. [CPI-U (Consumer Price Index for All Urban Consumers) - <http://www.bls.gov/cpi/home.htm>]

Recognizing that the Faculty Association’s representative was absent and to allow for more feedback from the various groups represented on the Parking Advisory Committee, Andrew Pyzyk moved to table the Ley motion until the next PAC meeting. **Motion to Table passed.**

Fall Vacancy Study & Gold Permit Sales Summary Reviewed

PAC members then reviewed the Fall Parking Stall Vacancy Study taken from mid-September to mid-October. Notwithstanding the fact that the 35% oversell of \$116 Purple parking permits had been achieved, vacancies still existed in Lot 21 North. Another effort will be made to encourage \$84 Orange Permit holders to upgrade to the Purple permit now that cold weather is upon us.

Members went over the Gold Permit Sales Summary dated October 24, 2005. It was noted that Lot 5 (north of Taylor Center and Myers Field House) had very few if any vacant stalls on Tuesdays. The decision to move development officers into the Alumni & Foundation Center created a challenge for both Lot 19 (in back of the Alumni & Foundation Center) as well as in Lot 5 across the street.

MSU Handicap Permit – State Handicap Certificate & Vehicle Plate Holders Need to Purchase

PAC Chairperson David Cowan circulated a copy of a November 15 email that will be used by Disability Services and Parking & Traffic Services to get eligible handicap vehicle owners to buy an \$84 twelve month MSU Handicap Permit. Failure to do so will cost the vehicle owner \$15 per citation (or \$12 if an early bird payment). Only 30 plastic MSU Handicap Permits have been purchased which isn't even close to the high use level of our 73 close-in handicap stalls located throughout campus. Visitors and guests who already possess a state-issued handicap certificate or handicap plate will not be affected. PAC members agreed that all MSU students and employees who choose to park in a MSU parking stall (except for free parking in Lot 23) should pay to cover the costs of snow removal, lighting, security, etc.

Mukamuri Proposal on Payroll Deduction for Parking Permits

PAC members reviewed the November 17th email from Amy Mukamuri dealing with the often requested option of payroll deductions for the price of a parking permit. Student Financial Services' Dave Neve reminded PAC members that a 50% deposit down option already existed for Gold permit holders participating in the Spring Gold Permit Drawing. Neve explained that Human Resources opposed having employee payroll deductions for parking permits. Permit costs are relatively small so why should the payroll deduction device be used to collect such fees? Furthermore, problems arise when employees leave the campus mid-year. Payroll deductions are not available for student customers and to provide it only for employees would generate concern on the part of student leaders. No motion was made to adopt a payroll deduction option.

Motorcycle Parking for Residence Halls

Andrew Pyzyk recommended that a new permit be developed which would clearly allow motorcycle permit holders to park 24 hours a day in a residence hall motorcycle stall. Parking & Traffic Services Coordinator Sue Edstrom, representing the enforcement arm of the Parking Program, supported the idea. PAC members had no objection to the proposal. PAC Chairperson Cowan will work with Edstrom to come up with a proposed rate for the Silver Permit.

St. Cloud State University – Parking Garage to be Built

PAC Chairperson Cowan reported that St. Cloud State University was proceeding with the design phase of a \$9,150,000 parking structure which will provide an estimated 525 parking spaces + 9 surface stalls. Net new stall gain is 350 out of the 525 spaces. St. Cloud State has only 4,300 surface parking stalls; MSU has 5,400.

The St. Cloud State parking structure will be opened by July 2007. [The ramp will have 200 overnight stalls reserved for students and 325 stalls for use daily by visitors to the campus. It will be located near the academic heart of the campus and the dormitories.] Included within the structure is a 5,000 sq.ft. "Public Safety Facility" (a.k.a., Security Office).

St. Cloud State's M&E General Fund reserves are being tapped to the level of \$4,510,000 with the remaining money coming from a revenue bonding effort totaling \$4,640,000. [They plan to charge \$275-\$300 per year for overnight parking in the ramp and charge all permit holders on campus an additional \$25-\$40 surcharge in FY'2008.]

MSU's M&E General Fund reserve hovers around \$5 million not the \$11 million in reserves St. Cloud was faced with explaining to its many publics. Cowan doubted that the MSU campus community would agree to taking state M&E funds – which are badly needed elsewhere – and investing them in a multi-level parking structure similar to the one St. Cloud is planning to build.

Adjournment

Without objection the meeting was adjourned at 1:50 PM.