

Parking Advisory Committee

Unapproved Draft

Meeting Minutes – Friday, February 4, 2004

Parking Advisory Committee Chairperson David Cowan convened a regular meeting of the PAC at 12:04 PM on Friday, 4 February 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 |
| 2. Rose Marie Ley | Classified Employee Representative –
Voting Member |
| 3. Mike Lagerquist | MSU Association of Administrative &
Service Faculty (MSUAASF) |
| 4. Victoria Peters | IFO Faculty Association Representative |
| 5. Adam Weigold | Alternate for Thomas Bergstrom, Off-Campus Student
Assn. Representative – Voting Member |

Regular PAC Members Absent – 1 of 6

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| 1. Emily Kofoed | Student Assn. Res. Hall Rep. – Voting Member |
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Ex-officio Non-Voting Members Present – 2 of 8

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| 1. Dave Neve | Business Affairs Office Representative |
| 2. Sue Edstrom | Parking & Traffic Services Coordinator and Parking
Citation Appeals Board Liaison |

Ex-officio Non-Voting Members Absent – 6 of 8

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| 1. (Vacant) | Minnesota Assn. of Professional Employees
(MAPE) |
| 2. Ryan Boon | Residence Hall Association President |
| 3. Shirley Piepho | Space Scheduling Office Liaison |
| 4. Cynthia Janney | Residential Life Office |
| 5. (Vacant) | MN Management Assn (MMA) |
| 6. Marty Rost | Planning & Construction – Nonvoting |

Others in Attendance

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| 1. Rob Wills | Student Senator & Marketing Club President |
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Meeting Agenda Approved

Without objection the 4 February 2005 meeting agenda was approved.

Prior Meeting Minutes Approved

Without objection the meeting minutes of 10 December 2004 were approved.

Review of Proposed 2005-06 Parking Program's Income and Spending Plans

PAC members discussed income elements contained in the proposed budget for 2005-06. It was noted the \$760,000 permit entry had no adjustment for any permit rate increase. Members indicated that an increase would be hard to support what with overall spending down by \$120,000 for FY'06 and the fact that student customers have been hit hard with tuition increases and employees have had two long years of frozen salaries and reduced fringe benefits.

Members talked about a “work in progress” proposal where existing parking rates could be changed annually to accommodate inflationary pressures affecting various spending elements of the Parking Program. Though the plan was not endorsed by the PAC, discussion was framed around these incremental permit rate changes which would generate about \$23,000 on top of the \$760,000 already forecast:

Permit Type	2004-05 Annual Rate	3% Inflationary Adjust. or Nearest Even Number	New Rate – Draft – For Discussion Purposes Only
Gold	\$ 210	\$ 6	\$ 216
Lot 16 Daytime Green	\$ 210	\$ 6	\$ 216
Purple	\$ 116	\$ 4	\$ 120
Green Residence Hall	\$ 150	\$ 4	\$ 154
Orange	\$ 84	\$ 2	\$ 86
Brown (Lot 22 North – Not Private Contractor)	\$ 84	\$ 2	\$ 86
Lot 20a Dark Green Res. Hall Discount	\$ 62	\$ 2	\$ 64
Blue Handicap	\$ 84	\$ 2	\$ 86
Silver Motorcycle	\$ 54	\$ 2	\$ 56
Vendor Dashboard Blue	\$ 210	\$ 6	\$ 216

The overall 2005-06 proposed spending plan of \$1,129,000 assumed a small increment for student payroll hourly rate adjustments and possible classified employee salary changes. The 2005 summer capital improvement program endorsed by the PAC at its 10 December meeting totaled a preliminary \$278,971, a huge drop from the \$582,999 spent in FY'04.

During discussion of the Parking & Traffic Services spending plan, it was noted that the current inventory of parking meters was outdated, prone to breakdowns, and in need of replacement. Members agreed that Sue Edstrom, working with David Cowan, should develop and implement a plan for modernization of the nearly 70 meters now on inventory.

Victoria Peters moved that the income and spending plans reviewed for 2005-06 be endorsed by the PAC and presented at the Annual Hearing on Parking Policies, Budget, and Capital Improvements for feedback and comment. Motion carried unanimously. [See Column #9 of the following table.]

2004-05 Parking Program Financial Activity and Proposed 2005-06 Budget

	2001-02 Actuals (1)	2002-03 Actuals (2)	2003-04 Actuals (3)	Fiscal Year 2004-05					2005-06 Proposed Budget Plan (9)
				Original Budget (4)	Revisions & Transfers (5)	Revised Budget (6)	Commit- ments & Activity as of 2/1/05 (7)	Column 6 less 7 = Difference (8)	
INCOME									
337830 General Parking (permits & specialty stalls)	\$669,521	\$701,106	706,090	\$760,000 Includes \$25,360 leased stalls installment for 110 Lot 22 @ \$200 and 16 Lot 19 @ \$210 each	\$0	\$760,000	\$746,902	\$13,098	\$760,000
337840 Traffic & Parking Services (citation fine receipts; 20,000 tickets)	214,924	247,748	296,016	180,000	90,000	270,000	137,412	132,588	240,000
337845 Parking Appeals System	273	89	43	150	0	150	6	144	100
337850 Timed Stall Parking - 68 Meters	27,313	27,669	24,279	23,000	0	23,000	11,596	11,404	18,000
337850 Timed Stall Parking - 181 Pay Lot Stalls)	244,497	265,765	271,389	240,000	5,000	245,000	152,476	92,524	245,000
M&E Subsidy in 214040 for Traffic Control Program		25,248	27,474	25,000	0	25,000	25,000	0	0
337865 Intersection Traffic Control & Event Parking		0	3,016	0	17,560	17,560	16,534	1,026	18,000
337850 Miscellaneous	225	234	0	0	0	0	0	0	0
Current Year Receipts	\$1,156,753	\$1,267,859	1,328,307	\$1,228,150	\$112,560	\$1,340,710	\$1,089,926	\$250,784	\$1,281,100
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	245,000	16,033	261,033	253,844	7,189	270,000
337835 Lot Maintenance (repairs, snow/ice removal, sweeping, grading, etc.)	249,114 (includes \$36,939 in cross charges)	238,173	582,999	580,000	(266,353)	313,647	139,036	174,611	275,000

337840 Traffic & Parking Services (enforcement, jump starts, door unlocks, 20,000 citations)	94,374	165,356	105,902	94,000	10,800	104,800	75,412	29,388	106,000
337845 Parking Appeals System	18,685	17,977	19,748	25,000	4,220	29,220	26,915	2,305	30,000
337850 Time Stall Parking (pay lot, meters)	39,329	41,490	45,668	40,000	15,000	55,000	33,576	21,424	45,000
337855 Dispatch & Patrol	153,539	185,889	227,182	219,000	10,000	229,000	163,833	65,167	223,000
337865 Red Eye Shuttle & Bus Service	118,445	179,259	202,776	200,000	32,000	232,000	172,786	59,214	180,000
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	25,000	0	25,000	28,511	(3,511)	0
Expenditure Totals	\$943,007	\$1,097,868	1,484,508	\$1,428,000	(\$178,300)	\$1,249,700	\$893,913	\$355,787	\$1,129,000
6/30 Year End Net	\$213,746	\$169,991	(\$156,210)	(\$199,850)	\$290,860	\$91,010	\$196,013		\$152,100
	Excess Receipts for FY'02	Excess Receipts for FY'03	Shortfall for FY'04			FY'05 Planned Year-End Surplus	*Existing Excess Cash 2/1/05		FY'06 Est. 6/30/06 Positive Balance

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. With the close of FY'04, the accumulative cash balance for the Parking program was \$161,490.

Should both the 2005-06 income and spending plans forecasts occur, it is predicted that for that 12 month time period the Parking Program will have generated \$152,100 in excess receipts which would then be added to the set aside reserve for parking stall capacity upgrades.

Annual Parking Hearing Date Set

Mike Lagerquist moved that the Thursday, 24 February 2005 be the date set for the Annual Hearing on Parking Policies, Budget, and Capital Improvements. Motion carried. [Because of scheduling conflicts and display ad publishing requirements the substitute date of 10 March 2005 was implemented.]

Round Table Discussion Session Planned

Based in part on concerns relayed by the independent Parking Citation Appeals Board, the PAC agreed that Rose Marie Ley and Mike Lagerquist would serve as the PAC representatives to an informal discussion on signage improvements. Feedback from the Round Table would be shared with the PAC before any formal action is contemplated.

Adjournment

Without objection the meeting was adjourned at 1:52 PM.