

# **Parking & Transportation Advisory Committee Meeting**

Wednesday January 8, 2020  
3:00 pm, ES 534

## **MEETING NOTES**

**Present:** Lea Aune, Heather Christianson, Kenzi Garner, Dylan Hardwick, Greg Hough, April Markiewicz (Chair), Sarah Neugebauer, Linda Pacheco, Bob Putich, Darin Rasmussen, Joanna Schroeder, Brian Sullivan, and Kurt Willis.

**Ex officio:** Paul Mueller, Risk/Compliance/Policy Services; Jillian Trinkaus, Sustainable Transportation

**Guests:** Jackson Johnson and Shelby Zimmerman, Student Business Office

### **1. Introductions**

### **2. Discuss Potential Locations for Electric Vehicle Charging Stations**

Hough stated that there are grant opportunities for funding approximately 10-15 electric vehicle (EV) charging stations. One is through Puget Sound Energy (PSE) and the other is through the Washington Department of Ecology (Ecology). He has been focusing on the grant through PSE who would construct the EV stations and Western would pay the utilities. Each EV station would have two masts to enable two vehicles to park and recharge.

Hough stated he has been working with Facilities Management (FM) and Parking Services to identify potential locations for them on campus. His priority is to keep costs down and not displace parking permit holders from a lot. The locations must therefore already have electrical service in the lot, room to install the EV stations without removing parking spaces, and be accessible to the public and the campus community. He provided a map (attached) of possible and recommended locations for the EV stations. He is recommending two locations: lot 10G which would have 4 stations (2 masts) and the ET (Engineering Technology) lot at the north end of 17G that could accommodate 6 stations (3 masts). In 10G, underutilized motorcycle parking spaces will be reconfigured to be charging spaces.

Putich added that anyone using the stations would have to have a parking permit or buy a permit at a PayStation to park the two hours it takes (on average) to recharge a vehicle. That is the process currently used for the EV stations on campus. The EV charging station spaces are checked by Parking Services as part of its parking lot enforcement process using License Plate Readers (LPRs). The cost of the electricity is not included in the price of the parking permit to park at the EV station while recharging. When customers have asked how or who pays for the electricity to recharge their vehicle, Parking Services has responded that the cost of the electricity is included in the cost of the permit. Putich added that Parking Services has received guidance from the State Ethics Board that an RCW allows them to provide free charging. Mueller stated he would check to verify since he is the University's Ethics Officer.

Hough looked at other potential locations for charging stations (circled in green on the map). Lot 7G had no conventional electrical source there and it would be cost prohibitive to install. Lot 6V is visitor parking and EV stations there would not be convenient for employees to use. Lot 17G would be challenging to get electricity installed. The south end of the C/CR lot just north of lot 23V has space, however it is remote and would not be convenient for employees. The new 9G behind the new Interdisciplinary/Science Building would generally not be readily accessible by the public. There is space at FM, however, it would be accessible primarily to FM staff only. Hough noted that Fairhaven already has 6 EV charging stations.

Trinkaus stated she has been investigating the grant through Ecology. That grant has limitations, however. The charging stations must be available to the public, close to public services, and are preferred to be close to the I-5 corridor. Ecology may also require fee-based parking so lot 32G and the Lincoln Creek Transportation Center (LCTC) would be ideal locations for EV charging stations purchased with this grant. The grant is due in February.

Hough requested support from the PTAC to move forward with the two identified locations for the EV charging stations in the PSE grant application process. There were several questions from the committee members. In summary, the responses were as follows:

- The proposed locations of the EV charging stations will not add or delete parking space capacity on campus.
- The EV station spaces cannot be used for overflow parking. The ones currently on campus are used 87% of an 8 hour workday and are being used after hours as well.
- There has not been any survey of Western employees to find out how many drive electric or hybrid vehicles to campus. Grant funding is based on the idea that if EV charging stations are built and available, more people will invest in buying electric or hybrid vehicles.
- Parking Services does not know the number of students versus employees using the EV stations.
- The University pays approximately \$450 per quarter for electricity at its EV stations, or about \$2,000 per year.
- Currently, the University is not providing incentives to departments or FM to transition to electric vehicles, except for providing EV charging stations at no additional cost to permit holders.

Based on the responses it received, the PTAC recommended that Hough proceed with the two lots he identified as locations for the new EV charging stations if the grant is funded, barring any unforeseen obstacles.

### **3. Begin Review of the WWU Strategic Plan**

Markiewicz noted the lateness of the hour and suggested that the committee members begin reading the Strategic Plan if they hadn't already. She noted that in her review of it, the University is proposing to increase enrollment by 20%. Based on a current student body numbering approximately 15,000, that increase would equate to about 3,000 more students. The University is also proposing to increase its faculty and staff workforce by 16%, respectively. That would equate to about 320 new employees based on a current workforce of about 3,000 employees.

Sullivan added that the PTAC should keep in mind that the Plan has an aspirational component. If the University adds 100 students or employees how does that equate to parking spaces needed? Utilization rates need to be included in the equation so that the University can prioritize where to invest resources. Structured parking will have to be a consideration, given the limited space on campus, as well as off -site parking locations like the LCTC, while at the same time keeping permit prices reasonable.

Zimmerman stated there are 3,865 total parking spaces. That count includes LCTC, reserve spaces, and ADA spaces.

#### 4. Approval of April 23, 2019 Meeting Notes

Putich **Moved** and Willis **Seconded** the Motion to approve the April 23, 2019 Meeting Notes. **Motion approved.**

#### 5. Items from the Floor

Putich quickly went through the following list of events and projects he is currently addressing:

- **Transpo Parking Lot Utilization Study:** Will start next week Jan 13-17, 2020 and usually takes about one week to conduct unless weather conditions interfere.
- **New Residence Hall:** Construction on the ridge, Lot 9G update – the relocation of parking from 15R went smoothly.
- **Zone Parking:** history and update: Tests have continued to give favorable results. Will implement zone parking during spring break intersession.
- **Third Parking Enforcement Vehicle:** have a new LPR equipped vehicle to add to the two that Parking Services already has. Now they will be able to divide the campus into three sections that can be patrolled more frequently.
- **Occupancy Sensors:** Have been researching sensors for use in 20-minute load zones and at EV charging stations. The sensors will eliminate having to chalk cars and free up more time for LPR equipped vehicles to patrol the lots.
- **ParkMobile App:** In the past the App only allowed the user to add time in increments of one hour. The App can now add time in 15 minute increments to accommodate students taking a 50 minute class.
- **Updating Signage:** in all parking lots and it should be completed by the end of the academic year.
- **ET Lot:** reconfiguring the lot to align with all other lots. ET is sun-setting a program that required the use of the yard. The lot should be available by next year.
- **Citation Fines:** Working to align parking fine rates with violation. Putich used the example that the fine to park in a space without a permit is \$36, yet the fine to park on grass is the same.
- **Permit Pricing:** fee schedule to update currently set to 2025
- **EV Charging Stations:** 2 projects ongoing 32<sup>nd</sup> Street, LCTC, 6V
- **Explore Future Opportunities:** Proposing a parking structure in Lot 6V

Meeting adjourned at 4:03 pm.

*Approved March 5, 2020.*

Viking Commons - Breakfast  
Bus Pass 5th Floor Rm 25

Performing Arts Center  
- Convocation

Old Main Solarium  
New Faculty Orientation

Get your parking permit here

**For Hours/Restrictions/Rates:**  
Refer to sign posted at the entrance of the lot.  
No parking on service roads or reserved spaces at any time.

- PARKING LOT DESIGNATION
- CITY BUS STOPS
- PAY STATION
- DISABILITY PARKING
- MOTORCYCLE PARKING

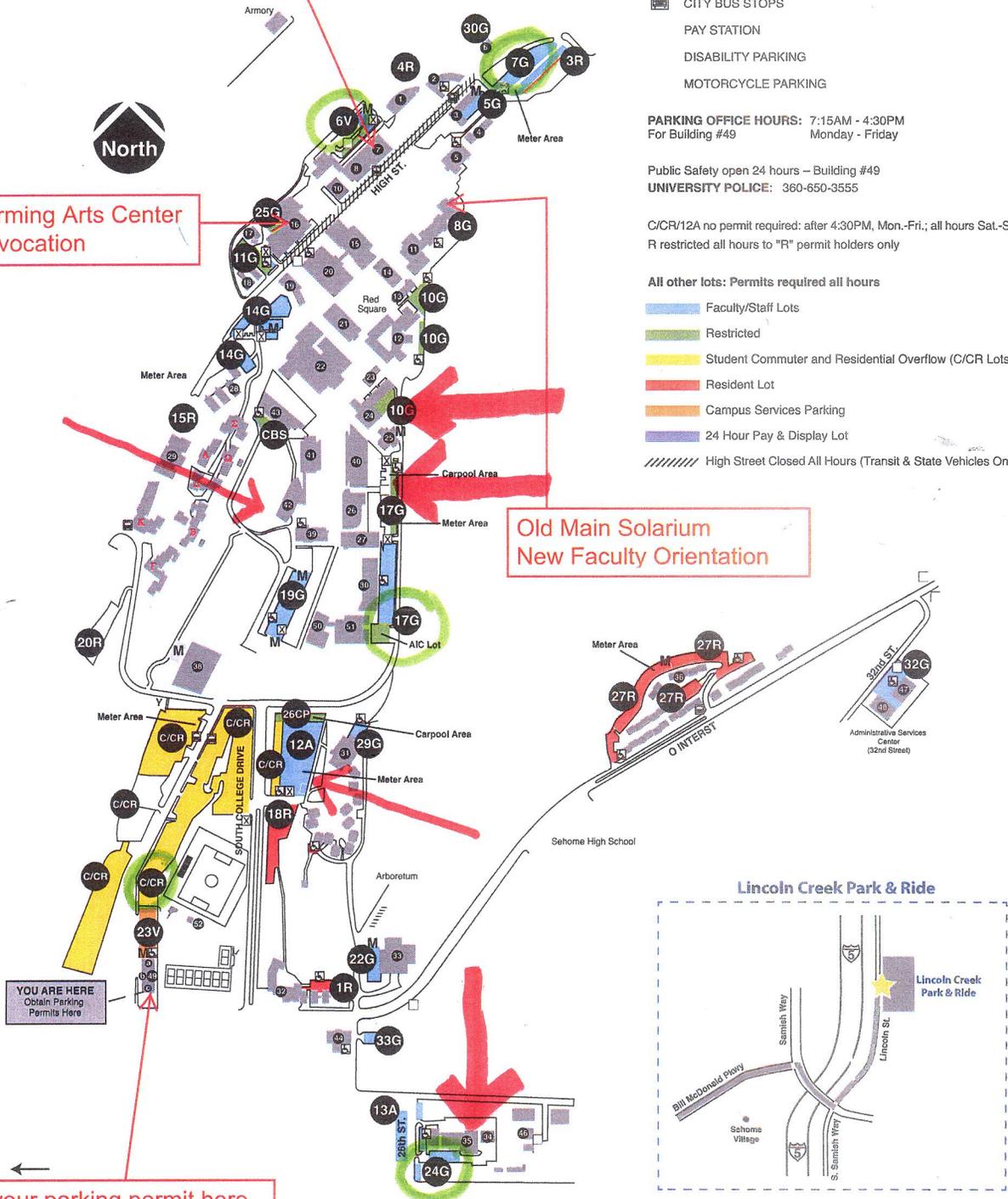
**PARKING OFFICE HOURS:** 7:15AM - 4:30PM  
For Building #49 Monday - Friday

Public Safety open 24 hours - Building #49  
**UNIVERSITY POLICE:** 360-650-3555

C/CR/12A no permit required: after 4:30PM, Mon.-Fri.; all hours Sat.-Sun.  
R restricted all hours to "R" permit holders only

All other lots: Permits required all hours

- Faculty/Staff Lots
- Restricted
- Student Commuter and Residential Overflow (C/CR Lots)
- Resident Lot
- Campus Services Parking
- 24 Hour Pay & Display Lot
- High Street Closed All Hours (Transit & State Vehicles Only)



**BUILDING KEY**

- possible locations for EV charging

Recommended locations for EV charging