

Parking & Transportation Advisory Committee Meeting

Tuesday April 4, 2017

9:00 am, OM 435

MEETING NOTES

Present: Mary Ann Armstrong, Kelsie Cagampang (for Lea Aune), Teresa Hart (for Brian Sullivan), David Leaf, Chris Loar, April Markiewicz (Chair), Doug MacLean, Bob Putich, Darin Rasmussen, and Kurt Willis.

Ex officio: Carol Berry, Paul Mueller, and Donnell Tanksley.

1. Approval of February 28, 2017 Meeting Notes

Putich **Moved** and Willis **Seconded the Motion** to approve the February 28th Meeting Notes. **Motion Approved.**

2. Zone Parking

In the last few weeks, Putich and Markiewicz have been meeting with representatives from the classified staff unions: PSE (Public School Employees) and WFSE (Washington Federation of State Employees). The purpose was to:

1. Inform them of projects this summer at the south end of campus that will displace permit holders from parking in their designated lots,
2. Open avenues of communication to help relocate affected staff with as little disruption as possible, and
3. Propose a “test” of zone parking during the summer by assigning displaced permit holders to zones rather than actual lots.

PSE and WFSE representatives were appreciative for the notification about the summer construction and displacement of staff permit holders. They both expressed concerns regarding zone parking and requested forums at which Putich could outline what is being proposed, as well as answer questions. Putich’s staff are working on developing potential questions and that may be asked, as well as answers in preparation for these forums.

Rasmussen asked whether outreach to non-union employees is being considered. Putich stated that the two union open forum will be preparatory for other meetings to come with other affected people.

Putich stated there are technological and systems challenges to be addressed, beyond just getting acceptance for zone parking. Especially when trying to run a test while operating the current system. Ideally, the timeline to implement the new zone parking system is this fall quarter, however realistically it may be fall of 2018 or 2019.

Berry noted that there is already a partial zone parking system in place, in the sense that if your assigned lot is full, you can park in another lot, thought SBO needs to be informed to

prevent a citation. Once operational it would be less restrictive to permit holders and a summer test may be a good tactic. Putich agreed and stated that the challenge will be to get the system's software to move to this new system.

Putich stated a draft plan/map outlining potential parking zones has been prepared and he will send a copy of it to the PTAC as a starting point for further dialog and revision. Transitioning to zone parking had been approved by the PTAC in 2015. MacLean asked how many zones have been identified and Putich replied five.

Action Item: Putich to send out the draft plan for parking zones to the PTAC members.

3. WAC 516-12 Revisions Work Session

A laptop and projector were set up to make proposed changes to the WAC during the work session. MacLean stated that the PSE has many concerns about the language in the WAC and believe they are subject to bargaining. Due to the number of suggested changes he had received from his constituents, the consensus of the PTAC was to start at the beginning of the document and discuss the proposed changes as a group.

Section 516-12.400 Definitions.

MacLean noted the proposed change in 1) All lot permit (AL) from "annual" to "operational" and asked how is operational need defined and who defines it. He requested that "subject to change annually, unless impact to the lot or the campus warrants an earlier change." be retained. Rasmussen and Putich replied that the language was changed to streamline the WAC. Putich stated an impact to lot is an operational need and accessibility rules are operations. Moreover, specific lots are subject to change. MacLean replied that the problematic words are "as determined" and who makes this determination? Hart pointed out that this definition is specifically about an "all lot permit".

Mueller stated we do make changes all the time at the university based on operational needs. Rasmussen added that this does not allow us to circumvent precedent and union need. He emphasized we are discussing an all lot permit. For example, when a Board of Trustees meeting is being held in Old Main, parking in 8G could be blocked off to All Lot Permit holders. That is an example of an operational need. MacLean stated that this language should apply to all parking permits. Putich replied that though the name of the permit is "all lots", the permit is only for use in specific lots identified on the application. The other types of parking permits are addressed further on in the WAC.

MacLean suggested adding the clause to the definition that "Specific lots are identified on the application." The consensus of the PTAC was to delete the clause "and are subject to change as determined by operational need" at the end of the definition.

516-12-400.2 Appeals Board

MacLean noted that “Board” is defined in the WAC as “Board of Trustees” and suggested it be changed to committee. The PTAC members concurred.

516-12-400.3 Authorized Valid Payment

MacLean asked whether any payment is accepted “by” Parking Services rather than “for” to clarify who will be accepting the payment. The PTAC members concurred.

516-12-400.4 Automobile

This definition generated a lot of discussion about what an automobile is and how it should be defined. MacLean recommended using a definition PSE had found on the state’s website. Rasmussen stated it must meet the definition of a motor vehicle as defined in the RCW. Tanksley read aloud the definition of Motor Vehicle from RCW 46.04.320. MacLean thought there should be more clarity in the definition, however, recognized that technological changes make it challenging for the regulations to keep up-to-date.

Putich stated that the current definition is all encompassing. Motorized is fully encompassing. Unless we can find an exception, then we should keep generalized language. We want this to be something people can understand, where the rules come from, and provide answers when they receive a citation. The main purpose of defining automobile is to designate what we want in a parking space as opposed to a motorcycle. Mueller added that we need to determine what the definitions are serving. It could be that these serve us well, or do we need some change to meet our needs. The specificity being sought might already be included in the definition for motor vehicle.

The consensus of the PTAC was to delete “four or” and “designed for passenger transportation”.

516-12-400.21 Loading Zones

Leaf stated there should be more specificity regarding loading zones. There should be some language regarding loading passengers or packages or freight, something that makes it clear what it is used for. Putich stated that by putting that specificity in the WAC, SBO and UPD would be responsible for monitoring what people are doing in a loading zone. Berry stated that if it is signed as a loading zone, we may need some guidance on what can be done there. Rasmussen stated that is why loading zones are enforced on a time basis, not on an activity basis. The designation as a loading zone is self-descriptive.

Markiewicz reminded the PTAC members that the WAC is an overarching framework governing parking operations and parking permits used at Western. It does not address the details, much like university policies provide a framework and procedures outline the methodologies of what person/entity does what.

MacLean reiterated that the PSE think there are sections of the WAC that are bargainable. Markiewicz stated that PTAC does not address whether an issue or topic is bargainable or not. The PTAC is an advisory committee that makes recommendations to Vice President Van Den Hul on parking and transportation related policies and procedures. Its charge is to ensure that Parking Services operates in a financially sustainable manner while addressing the parking and transportation needs of university employees, visitors, guests, and students. The PTAC is providing its input into the proposed changes to the WAC with each member bring forward feedback from their constituencies. She stated there is a lot of knowledge and expertise here, and this is a good place to bring items forward. Cagampang added that any union-related issues will be addressed by Aune in meetings separate from those of the PTAC.

Due to time constraints and the level of discussion on just the definitions, Markiewicz proposed additional work sessions if she can find additional times for committee members to meet.

Armstrong added that WFSE also has concerns it would like discussed. One is 516-12-15 Administrative Responsibility, Section 3. They believe this is under the purview of Facilities Management and may have questions about how this will play out. For example, who would be doing this painting? Putich stated the purview of WAC is to designate who is in charge of signing and lines, not who will do the actual painting of line, etc.

Armstrong stated there were also concerns about non-university owned government vehicles.

Meeting adjourned at 10:05 am.

Meeting Notes approved April 19, 2017.