

## **Parking & Transportation Advisory Committee Meeting**

Thursday April 17, 2014

3:00 – 4:00 pm, OM 435

### **MEETING NOTES**

**Present:** Joan Hoffman, Ira Hyman, Maxwell Evans, Kurt Willis, Brian Sullivan, Wendy Johnson, Darin Rasmussen, April Markiewicz, Julia Gassman, Paul Mueller

#### **1. Approve April 1<sup>st</sup> and April 8<sup>th</sup> Meeting Notes**

Corrections were made to the April 1<sup>st</sup> Meeting Notes as follows:

- 1) Page 1, below “Meeting Notes” make a clear statement that the following notes are not official since a quorum was not present.
- 2) Page 2, 1<sup>st</sup> paragraph, 3<sup>rd</sup> sentence – change “...factoring in 2% inflation...” to “...factoring in 3% inflation...”.
- 3) Page 2, 5<sup>th</sup> paragraph, 1<sup>st</sup> sentence – delete first sentence.

Ira Moved to approve the April 1<sup>st</sup> and April 8<sup>th</sup> Meeting Notes (as amended), Darin Seconded the Motion. The motion was approved unanimously.

#### **2. Lot Condition Report Update/Parking Services Financial Data Update – April and Brian**

April reported that she met with Vice President Van Den Hul, Rick Benner, and Brian Sullivan (Darin Rasmussen was unavailable) to discuss the questions posed by the PTAC after its review of the Lot Condition report and Parking Services Pro-forma 2012-2024 Financial Report (See April 8, 2014 Meeting Notes). Vice President Van Den Hul expressed his appreciation for the detailed questions from the PTAC and thanked us for our thorough assessment of the two reports. After looking at them, he had many of the same questions that the PTAC had raised and realized that his initial expectations for the PTAC to have the information it needed to make decisions had been too optimistic.

He therefore contacted Rick and asked him to work with the consultant in obtaining the additional information on specific condition of each lot, i.e., cost to maintain, repair, and/or replace, sealing versus not sealing on life span of the lot, and the other information that the PTAC is requesting. He also noted that the costs for stormwater runoff treatment need to be separated out from the maintenance/repair/replacement costs since he considers those costs to be covered by the university. The consultant had included them in the preliminary assessment he had conducted.

April reported that Bill Managan has been asked to work with Rick and the consultant to get the information needed that will address operational costs, renewal costs, and costs to put the asset back in new condition, i.e., backlog costs.

She went on to report that Vice President Van Den Hul estimated it will take at least two months to gather together all that information and then get it incorporated into the pro-forma analysis of Parking Services' Renewal and Capital expenses. By then, the academic year will be over. Since the PTAC has already expressed its concerns about the existing data and inability to make recommendations based on them, Vice President Van Den Hul suggested that the PTAC complete whatever other analyses it has been conducting and adjourn for the year. Over the summer, as data are compiled from the consultant and other sources including from the new online parking permit application process starting on June 2, it will be readied for distribution to the 2014-15 PTAC members when it convenes in Fall Quarter.

Vice President Van Den Hul also asked April to reassure the WFSE, PSE, and UFWW representatives that ongoing conversations will be occurring as more information becomes available to keep them updated. He has asked Chyerl Wolfe-Lee, Assistant Vice President for Human Resources to communicate to WFSE and PSE unions that bargaining agreements currently under negotiation will need to be re-opened once the 2014-15 PTAC makes its recommendations. The UFWW begin their negotiations in 2016 so there will be plenty of time to inform them of any recommendations coming forward from the 2014-15 PTAC.

In conclusion, Vice President Van Den Hul leaves it to the discretion of the PTAC whether it wants to continue meeting or not. It can submit whatever recommendations it has made so far to him or wait and have them included in the 2014-15 PTAC's recommendations.

### **3. 2012-13 Recommendations Review - April**

Vice President Van Den Hul also provided an update on a few of the recommendations from last year's PTAC that were "in progress". The updates were as follows:

- **Evening Permits:** the student After Hours parking permit will be discontinued as of Fall 2015. Parking in C-lots after-hours will still be free and lots closer to the core of campus have pay boxes that can be used. Employee After Hour permits were not included in the 2013-13 PTAC recommendations due to union negotiations and short time frame. Including employee After Hour permits should be considered by PTAC in the future.
- **Lincoln Creek Transportation Center:** Parking permits will be issued at a cost of \$25/quarter starting Fall Quarter of 2016.
- **Event Parking Permits:** the university will pay the parking expenses for prospective students/families visiting Western. Enrollment and Student Services was covering this cost at \$4.00/day per permit. The 2012-13 PTAC had recommended increasing this rate to \$5/day for 2013-15 biennium and at the full rate starting July 1, 2015 and thereafter.

Some concern was expressed with charging a parking fee at Lincoln Creek in the belief that people currently parking there will seek free parking on the streets. There should be ongoing monitoring of parking at Lincoln Creek and on nearby streets once the parking fee charge is implemented. The university and the city of Bellingham should maintain ongoing communication and address any issues that may arise.

Brian pointed out that without the Lincoln Creek property the university would have to resort to structured parking on campus, causing significant increases in parking rates for those using the structure. It should also be recognized that the people opting to park for free at Lincoln Creek currently, will not be opting to park in a structure on campus. The result would be more on-street parking in the neighborhoods around campus, and much heavier utilization rates in all parking lots on campus.

#### **4. 2013-14 Recommendations and Next Steps - All**

April suggested that the PTAC review last year's PTAC recommendations to see whether there are any changes it would like to see implemented. The PTAC can continue to meet for the rest of the quarter, but less frequently, i.e., every other week if it is so inclined. Otherwise, she suggested that the committee meet one final time on May 8<sup>th</sup> as scheduled and finalize its recommendations. Finishing edits on the recommendations can be conducted via email. She will draft them up and route them to the rest of the committee for editing in the next week. Once the recommendations are finalized she will send them to Vice President Van Den Hul.

**Action Item:** April is to draft up the recommendations that the PTAC has voted on and approved and route them to the PTAC for edits in the next week.

#### **5. Items from the Floor**

Brian reported that Parking Services has paid \$1.46 million dollars towards the Lincoln Creek debt service (Action Item (2) from April 1, 2014 Meeting Notes). It was suggested that when the gravel lots at the south end of campus are paved or when the Lincoln Creek Transportation Center is renovated, the university should cover expenses equal to that amount. This would serve as a means of reimbursing Parking Services, as well as the permit holders who helped pay for it through their permit fees over the last several years.

Meeting adjourned at 4:02 pm.

*Meeting Notes approved unanimously May 8, 2014.*