

# Parking & Transportation Advisory Committee Meeting

Friday November 8, 2013

4:00 pm, OM 435

## MEETING NOTES

**Present:** Barbara Lewis, Joan Hoffman, Wendy Johnson, Kunle Ojikutu, Maxwell Evans, Kurt Willis, April Markiewicz, Darin Rasmussen, Carol Berry

**1. Introductions were made of all members present**

**2. Approval of October 24, 2013 Meeting Minutes**

Carol Moved, Darin Seconded to approve the Meeting Minutes. **Motion Approved unanimously.**

**3. Report on Action Item**

April reported on behalf of Doug Adelstein, who could not attend the meeting, that Western's Assistant Attorney General's office had confirmed parking rates and assignments are mandatory subject of bargaining with all the unions.

**4. Prioritize and begin discussion of Parking Fees and Parking Policies:**

April summarized some of the issues that the PTAC will need to address in the coming months.

**A. Parking Services Deficit:** Taking into consideration the \$364,987 savings to Parking Services, as a result of the university taking over the funding of the Employee Bus Pass Subsidy, Sustainable Transportation Program, Staffing in Public Safety, and Lincoln Creek Transportation Center bond payments, preliminary projections show that it will still end the 2013 year with a deficit of ~\$2 million dollars. If no additional revenues are identified the deficit will be ~\$6.3 million in 5 years.

**B. Lot Maintenance Backlog:** In some lots, the paving material has deteriorated, is heavily cracked, full of potholes, or upended from tree roots. The surfaces are creating potentially safety issues for people walking in the lots, as well as potential damage to vehicles. No funds are available to maintain or repair current lots.

**C. Compliance Issues:** Stormwater runoff issues from the graveled lots have resulted in the university receiving notification from the Washington State Department of Ecology that it must take action to stop further runoff from these lots. No fines have been issued yet.

**D. Need for Reserve Funds:** Parking Services needs to rebuild its Reserve Fund to facilitate planning, designing, and implementing sustainable transportation on campus, utilizing new technologies in way-finding, monitoring lot utilization, automated permit stations, etc. The current status of the reserve fund is not at levels sufficient enough to enable Parking Services to take a proactive stance in planning for future needs as the campus grows.

**Parking Permit Increases:**

One of the major revenue sources that was not addressed by the PTAC last year was parking permit rates for the lots on campus. The committee will need to analyze the updated Parking Services financial data that Brian will be providing and develop recommendations on rate increases to address operating deficits, maintenance backlog, etc. Any increases proposed will be phased in over several years, so the PTAC will also be key in identifying where the additional revenue should be directed.

Some of the PTAC members expressed their concern that parking permit rates are already high. April reported she had analyzed all the current parking permit rates and when she adjusted the cost to the actual cost per day for the permit holder to park on campus she found that most paid less than a dollar a day. She did not hand out the data at the meeting, but the following is what she had calculated:

Permit Type	Annual	Cost/Day
G/R	\$348.82	\$0.96
C/12A	\$304.32	\$0.83
CR	\$304.32	\$0.83
M	\$61.21	\$0.17
Reserved	\$800.08	\$2.19
G Fac/Staff Carpool	\$262.53	\$0.72
C Student Carpool	\$227.02	\$0.62

Permit Type	Academic	Cost/Day
G/R	\$273.81	\$1.00
C/12A	\$238.95	\$0.88
CR	\$238.95	\$0.88
M	\$48.72	\$0.18
Reserved	\$600.06	\$2.20
G Fac/Staff Carpool	\$206.28	\$0.76
C Student Carpool	\$178.29	\$0.65

Permit Type	Quarterly	Cost/Day
G/R	91.27	\$1.00
C/12A	79.65	\$0.88
CR	79.65	\$0.88
M	16.24	\$0.18
Reserved	200.02	\$2.20
G Fac/Staff Carpool	68.76	\$0.76
C Student Carpool	59.43	\$0.65

Permit Type	Summer	Cost/Day
G/R	\$75.01	\$0.82
C/12A	\$65.37	\$0.72
CR	\$65.37	\$0.72
M	\$12.49	\$0.14
Reserved	\$200.02	\$2.20
G Fac/Staff Carpool	\$56.25	\$0.62
C Student Carpool	\$48.73	\$0.54

Permits sold as of November 15, 2013 are:

Permit Type	Permits Sold
G/R	1408
C/12A	1911
CR	245
M	163
Reserved	8
G Fac/Staff Carpool	
C Student Carpool	12
<b>Total</b>	<b>3747</b>

The rate increases the committee will consider should be in terms of cents per day rather than percentages to make the increases more transparent to those who do purchase parking permits. For example, a 5 cent increase per day on an annual G lot permit would increase the cost by ~\$20 for the year, making it much clearer to an employee what the actual cost to her/him would be.

Several of the committee members voiced their concern about the deficit at which Parking Services is operating and will continue to operate without additional funds. They were also concerned about the stormwater runoff and lot maintenance issues. There was

consensus of the members present to support incremental increases in parking permit rates over the next several years to provide sufficient income to ensure Parking Services no longer operates as a deficit. There was also support to have a certain percentage of the additional revenues set aside to address critical maintenance needs in the near future. As revenues and the reserve fund increased, longer-term improvements to meet sustainability goals and enhancing technological tools (downloadable Apps for way-finding, etc) should be identified for implementation.

One short-term project that garnered strong support was the paving of the C lots. Paving material could be adapted to address the need to infiltrate or collect stormwater runoff, as well as have the durability to meet the university's short or longer term needs, depending on future growth of the campus. Moreover, any improvements to the C lots will be highly visible to employees, students, and visitors, demonstrating where rate increases are being used. Once paved, C lots could be striped and provide more parking, as well as provide a better reception area for guests coming to campus to attend events awaiting the shuttle in C lots.

Rather than continuing to discuss rates and rate increases, April suggested the committee wait until more members could attend and join in on the discussion, probably during Winter quarter.

#### **Lot Assignments/Permit Allocations**

The PTAC discussed other options in addition to seniority (years at Western) on which to base lot assignments and permit allocations. Parking Services uses seniority as the first prioritization and then when the application for the parking permit was submitted as the second. At our next meeting in December we will discuss this further.

The committee also briefly discussed zone parking. Joan and Kunle indicated their support for the current way lots are identified. April said that we do have zone parking on campus, but by removing the numbering of them, it will be more cost effective for Parking Services to assign permits, provide signage, and enforcement. Julia had reported at previous PTAC meetings that transportation studies around the country have shown that zone parking is easier to maintain and more cost effective. April will see whether Julia can give a presentation to the PTAC on those studies to help guide us in our decisions.

#### **5. Finalize list of questions for John Shaheen**

The PTAC reviewed the list of questions for John. Maxwell suggested changes to the final question regarding sustainability in transportation. He will send his edits to April and after she has updated the questions, she will see about contacting John for input/feedback. She would also like to arrange for him to come to Western, tour the campus, and meet with the PTAC to give his viewpoints.

Meeting adjourned at 5:07 pm.

*Meeting Notes approved unanimously January 16, 2014.*