

**Meeting Minutes**

**Transportation and Parking Services (TAPS) Advisory Committee Meeting**

May 10, 2016

10:30AM – 12:00PM

**Location:** Facilities Services Building A Conference Room

**Welcome and Introductions**

**Attendees:** Karin Groth, James Nardello, Eric Walle, George Gongora, Marcie Barrick, Jessica Ross, Tibor Toth, John Bunce, Peter Reschke

**Attendees on Ready Talk:** Drew Shelburne, Donna Birch Trahan, Martin Reed

**Approval of Meeting Minutes**

Meeting minutes for April were approved by John and second by Jessica

**AVC Toth – Updates**

Project 2020 has timetable in front of me the financial proposals were submitted last month all proposals were reviewed by the different subject matter experts and scored, don’t know if the scoring evaluations have been completed. The announcement should be made next week, don’t know of any changes to that schedule, then in mid-July there will be additional documents and funding agreements provided, final execution in mid-august, so as a reminder the project is designed to be provided in multiple phases first and second and final, construction to start in fall next week we will be able to see what and how much it will look like. I’m sure everyone saw the announcement about the request to obtain more information prior to making any decisions on permit fees, parking lots or anything to that matter. Please monitor email during the summer

Karin - from the last meeting we had put together proposals met with VC at the basic level the extension of the permit to fall and no on campus housing parking in the interim due to the 2020 and talked to some low rate increases and when they would come to and be passed into effect, messaged that to him he took to other senior mgmt. for discussion. He prefer that we hold off until we have more information on the master final plan. Don’t know what we’re going to do, have started receive questions about the communication Just for clarification the student permits expire after commencement, summer permits are available by session, parking permits will be required. Want to make sure that summer students will need to purchase a permit. Looking at it from all angles want to communicate everything so there is no confusion

John- for grad students if you have a b, what happens in the summer

Karin - that is a staff permit so it will work through the summer, kind of puts us in a tough position if rate increase and ordering permits work cut out for us in execution

James - takes 4-6 wks. to order

Karin - has been messaged out just wait and see what direction we go, so knowing all this uncertainty, this is the week of commencement and communications going out, need to know what your availability for the summer to still be an active participant in June July specifically so there is no break in communication.

Any feedback or challenges

Raj - will be out end of June through mid-July

Karin - can you send someone to the June 14th?

Raj - yes

George - I won’t be available in June or July will work on getting someone

John- in July I lose my powers, need to check the bylaws because I become the president

Karin- can you go back and give them the challenges that we have

John - I’ll still be here I just don’t think I can vote or pass a motion

Karin - I’m saying because of the state of where we are

Tibor- if the bylaws don’t let you can we get a replacement that can vote

John - I’ll look into it

Karin - is there an exception that you can

Tibor - can you advise us in the next meeting, want to make sure communication is at the highest level especially during the summer term, we do realize you have other obligations

Karin - anybody else

Eric - so moving forward the recommendations we made were not accepted so is there any sense of future recommendations

Karin - I would say the recommendations during the summer could be approved, I will share that there has been discussion and the request that we push forward with rate increases as early as this fall, were bound by representative employees what level we can increase, can expect some kind of tier increase

Eric - so the issue with the rates going up or certain permits like the lev permits being discontinued would still be up for discussion this summer

Tibor - everything is up to discussion due to 2020 we will likely see permit rate increases likely tiers what dynamic that is up for decision making, this committee has the opportunity to continue to provide recommendations as to what makes sense but the decisions are outside of our control

James - please notify Rosalva of any change of representation

**Roundtable Committee Member Updates**

Tibor – has there been communication?

Raj – mostly staff assembly, thinking of creating group for just remote staff and then sending out communications to that group, Raj will give an update

Tibor – can you give us an update at the next meeting?

John – just concern, questions about the email that went out waiting until August puts people’s lives in disarray

James – the feeling of uncertainty

Donna – what’s your message as you’re fielding these calls whether it students or parents

James – grad students are teamed up with staff and faculty, need to know with project 2020 use email as primary source and continue to see facilities advisories as they become available and share the project 2020 website so they have a better understanding, this is a growth thing here, continue to stay tune

Karin – and taps website, new sections keep important messages there

Peter – same as John mentioned and the motorcycle question

Karin – we’ll talk about that after this meeting

Eric – couple of items, Research form and something for the summer the traffic flow around campus student crossing, I received feedback from the survey if we can talk about it this summer. I noticed in the Le Grand lot new signage I like those, but don’t know that everyone knows it’s ok to park if empty, great solution, if not marked not reserved

Karin – agreed, how can we message that?

Eric – writing memo to clarify and will mention it that too

Karin – we will take a photo and post to website with information as to when they can or cannot be used

Eric – as of what time, like 7am, if a faculty member comes in at 5am at what shift

Karin – maybe we should say by 8

Tibor – if someone is parked in that space, can they be moved?

Karin – we have new signage, prefer not to, like to be consistent

Eric – I don’t think it’ll be a big issue, just people want to know what time

Raj – timeline, reserved from 8-12 and then open

Karin – no it varies, guest from 10-12 and then next week it can be all day the purpose was to make permanent space, if blank available, I would say 8:30am

Tibor – allocation of research protocol I think we got sidetracked based on 2020 plan

James – a have physical sign, for the 3rd sign

Tibor – the procedure though

Karin- I think what he’s bringing up is the application, my recollection was to post on the website, I don’t think because we have so few, I don’t want it to be misinterpret and people putting in request

Eric – which is fine, but what is the process

Tibor – so do add that to the next meeting we can finalize the process

Karin – we can do that, set the final process, we can just add a blurb to the website, they can reach out to taps and we forward them the application

Tibor – I’m fine with adding it to the website

Eric – if you need a space email TAPS

James – have a problem adding the 3rd space due to grounds main water line

Karin – but it will get done

Tibor – when you add it to the website can you update the committee?

Karin – you brought up traffic flow, glad you mentioned up might lighten up during the summer, it is going to be an important due to 2020

Tibor- glad you brought that up did, voice it to the scoring team

Karin – motorcycle

Peter- we have some constituents that are concerned because they have been parking in Le Grand then received a ticket, wondered when it changed

Karin – I’m confused, if the grad student has a faculty/staff why were they told they couldn’t park there

We have two motorcycle permits, purple and blue for faculty and staff, if they have a blue only allowed to park in the commuter lots I think the confusion is that grad students got a C permit and were given the student motorcycle permit

Peter – has to have a commuter, car permit too, can he just purchase a motorcycle

He can either just have a motorcycle permit or car permit along with a motorcycle permit with a one-time $10 fee

Peter – I will relay this back

Raj – what is the difference, between AUB and BUB, will check with Staff Assembly on how to communicate will look into how to get feedback from them

BUB is gone, it will be removed from Lake Lot

Donna – panorama comes out this Friday and there is one more issue before the end of the academic year so if there is messaging for the final issue on the 27th we can work on that

Martin – a lot of information sessions for students that will be living on the master lease a lot of students didn’t attend or listened ,still confusion or lack of knowledge about parking on campus, think about messaging to continuing students a little more details about on campus parking. For students who live on campus they were surprised their parking was going to be displaced, another question was at this master lease there is only one space, if I park in the street will TAPS sell me a permit

Karin – no, every person with a vehicle will need to register their vehicle with TAP, will not be eligible to purchase or park on campus

Martin – how will TAPS know that?

Karin – because they will be required to register their vehicle with us, parking enforcement will have this information when doing their rounds

We also have StarRez for verification

Martin – what students are saying they are going to be living at Heritage, park on the street and not tell me they have a vehicle and will go to TAPS and buy a permit

Karin – no because every student should be in StarRez, we will decline that request

Martin – ok needs to be communicated

Tibor – it’s been communicated to them if they are a Resident they will not be able to park on campus, blank statement

Martin – didn’t communicate that, I communicated that if you get a heritage permit you can’t park on campus

Karin- if you’re on the StarREz list, we talked about this, if they are on this list they will not be eligible for a parking permit

Martin – I understand that, a communication needs to get out I didn’t have all the answers

Tibor – did you send out an information packet?

Martin – no not yet

Tibor – please include us

Martin- yes, just send me what information you’d like to add. The other feedback was can we get more shuttle buses that provide more space for bikes

Karin – yes, let me give you an update on our transit provider, existing contract was set to expire we were supposed to go out to bid, but were able to work Senior Management and do an extension that will carry us through 16-17 so with that being said have talked to them about increasing the bike rack to the max of 3 but didn’t because of the expiring agreement, will talk to them about changing the other shuttles racks from 2 to 3 due to the extension we will make the suggestion to change those

Donna – other than email other channels are you using to communicate to your students

Martin – we use email and housing website, it just depends we’ve had information sessions, and I still have students show up in my office asking the same questions.

Donna – unfortunately the prodigy hasn’t been printing consistently either

Martin – who is in charge of that? Associated students

Donna - I believe so

Martin – I will reach out to Steve Lair

Karin - will add section to our website, basic questions with response

Raj – are we seeing good participation with the vanpool?

James – what has transpired with vanpool is that we have subsidized and have struggled to keep this van on the road, we have received another person leaving the vanpool, we’re disbanding it and will communicate what the process will be on obtaining a permit, but at the same time we will continue to work with Commute Connection on vans coming from south and north, we did an E-trip survey and identified if you are interested in vanpool found a good amount of interested people I will reach out to them, van is scheduled to be off the road as of June 1st

Raj – maybe add something to Panorama about the program

James – yes, but so much uncertainty

Karin – we have a lot of initiatives, but with so many changes we’ve had to scale, until we have better clarity we’re on a holding pattern

Martin- students are more interested in zip car, are you looking into expanding that, would be interested in having a zip car at the master lease

Karin – have brought that up as an option also brought up with our representative we’re supposed to have a meeting

Martin – can park 5 zip car and be heavily used

Karin – we’re having issues with abused or misused

John – partnership with Uber or Lyft, ridesharing couldn’t create a program within students can solicit a ride

Karin – we have that through Zimride

John – what is the reward for being a driver, can it be something sponsored by TAPS

James – can be done probably with Commute Connection

Karin – by TAPS, have seen other UC by incentivizing, unfortunately we’re in a financial position where we can’t do that,

John - getting rid of the vanpool use those resources, you can apply a small portion

Tibor – yes we love these ideas, but comes back to the financials, don’t know what they say what our payments will be, payments will be coming from multiple units until we see that we can’t make any commitment to incentivize anything, ask for your patience much of it is the unknown

Karin – at a basic level we’re trying to get administrative support and getting stalled there

Martin – agree with everything that is the reality be nimble with everything that was one reason their biggest concern is TAPS we’re going to try to meet that need, we will charge for parking not happy but we have to make it work we’ll work with Karin on rates

Karin – agenda for next meeting, open discussion

Tibor – hopefully I will be able to provide much needed answers and Project 2020 updates.

Meeting adjourned at 11:30am

**Next Meeting**

1. Date: June 14, 2016 from 10:30AM-12:00PM
2. Proposed agenda topics
3. Action Items