

Meeting Minutes

Transportation & Parking Services Advisory Committee Meeting

Tuesday, May 14, 2019 10:30AM – 12:00PM **Location:** Facilities Services Building A, Conference Room A

Attendees:

Karin Groth Rosalva Barriga Justin Hicks Sean Lynch Alan Coker Eric Walle Erik Flores James Nardello Michelle Comer James Marshall

Attendees on Zoom: Melissa Tessier

Call to Order Time: 10:33 am

Meeting Minutes:

- 1. Tuesday, April 09, 2019
 - a. Motion to Approve: Michelle Comer
 - b. Motion to Second: Eric Walle
 - c. Vote: Passed

A.V.C. Coker – Auxiliary Services Updates

1. [Presentation Link]

Faculty / Staff LPR Permit Distribution Transition & Permit Rate Increase Update

- 1. Email Notifications
 - a. <u>Transportation and Parking Updates</u>
 - b. Parking Permit Increases POSTPONED
 - c. Important New Parking Information and Changes for 2019-20
 - d. Virtual Parking Permit Distribution for 2019-2020
 - e. TAPS Tabling for Virtual Permitting
 - f. IMPORTANT REMINDER: TAPS Tabling for Virtual Permitting
 - g. FINAL REMINDER: TAPS Tabling for Virtual Permitting
- 2. May 10, 2019 Registration Deadline Results: 85-90% Read vs Hit Rate with LPR
- 3. Permit Distribution June 3, 2019 at 8:00 am via the My UC Merced Parking Portal

Graduate Student Parking

- 1. Permit Distribution for Graduate Students on June 3, 2019
 - a. In Office Permit Purchasing Only
- 2. Marjorie S. Zatz, Vice Provost and Graduate Dean, and Professor
 - a. Coordinating with TAPS to Determine Graduate Student Permit Purchasing Parameters and Caps

DCC Parking Update

- 1. City of Merced Will Mark & Place Signage in DCC Parking by August 1, 2019
- 2. Virtual Parking Permits with LPR Enforcement
- 3. DCC Permit Launch Pushed to Fall 2019

Move-Out / Commencement Logistics

- 1. May 15, 2019 to May 17, 2019 Scholars Lot Loading/Unloading for Move-Out
 - a. Signage Posted
 - b. Traffic Ambassadors for Safety
- 2. Academic Walk is Open for Glacier Point and Granite Pass Access
- 3. Commencement May 18, 2019 & May 19, 2019 Rain Warning

TNC's and Ride Hailing at UC Merced

- 1. Transportation Network Companies Proposals
 - a. Potential PUDO (Pick-Up & Drop-Off) Locations
 - i. Scholars Lot Clean Air Vehicles Spaces
 - ii. Library Lot 2
 - iii. New Ranchers Road Pending Traffic Circle Development
 - iv. Gold Zone of Bellevue Lot
 - b. Established Partnership with Lyft: App GPS Marker in Scholars Lot for PUDO

Committee Members – Roundtable:

- 1. Eric Flores Reaching out to GSA President
- 2. Eric Walle Heritage Express Line
 - a. Continued Enforcement of Heritage Express Through Summer
 - b. Potential Frequency Increase of Other CatTracks Lines
 - c. Email Notifications
 - i. <u>***Cat Tracks Heritage Express***</u>
 - ii. <u>Heritage Express Alternate Bus Routes</u>
- 3. Michelle Comer Community Feedback
- 4. Justin Hicks Additional Electric Charging in North Bowl and Le Grand Lot
- 5. James Nardello New Ranchers Road Loading & Unloading Regulation

Next Meeting:

Date: Tuesday, June 11, 2019 from 10:30AM-12:00PM Proposed Agenda Topics: EV Charging in North Bowl & Le Grand Lots Action Items: None

Meeting Adjournment Time: 11:34 am

Auxiliary Services Transition

Presentation to Chancellor April, 2019





Agenda

Goals

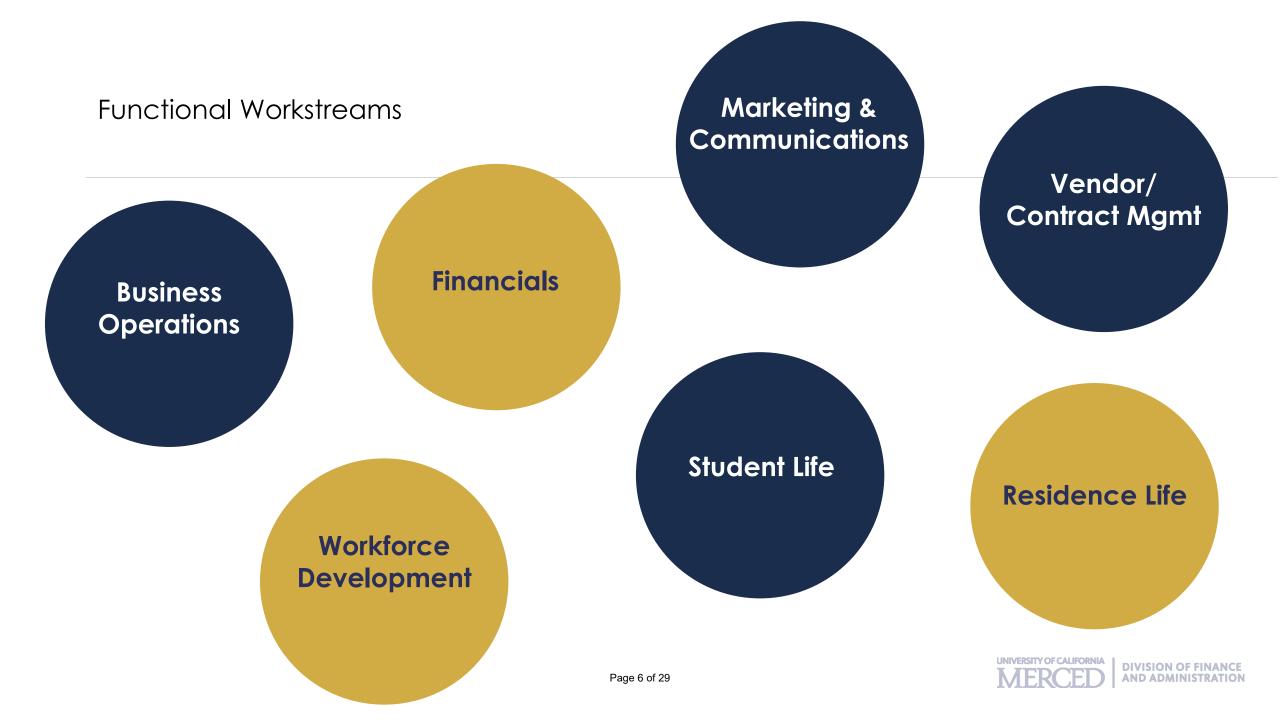
Functional Responsibilities

Organizational Structure





Provide Quality Auxiliary Products & Services	Campus Partner - Student Affairs & HR/Workforce	Deliver Funds to Support Mission of University
 Improve the suitability, sustainability, and quality of existing Auxiliary Services facilities. 	 Support Student Life & Academics Attract, develop and retain highly-productive staff 	 Operate business units that contribute unrestricted funds to the university's operating budget.
 Develop auxiliary programs and products that are priced competitively for students and win their customer loyalty 	 dedicated to UCM Promote diversity and inclusion, creating an 	 Consolidate Financials Consistent Budget & Financial Practices
 Establish a culture of operational excellence by delivering exceptional customer service to all who interact with Auxiliary Services. 	environment where all are valued and preparing Auxiliary Services to best serve its broad customer base. Page 5 of 29	 Revenue Generating Strategies Expense Monitoring



Functional/Workstream Responsibilities



Auxiliary Services

- o Business Operations
- Workforce Development
- Financial Management
- Vendor/Contract Management
- Marketing & Communications
- Customer Service & Support



Student Affairs

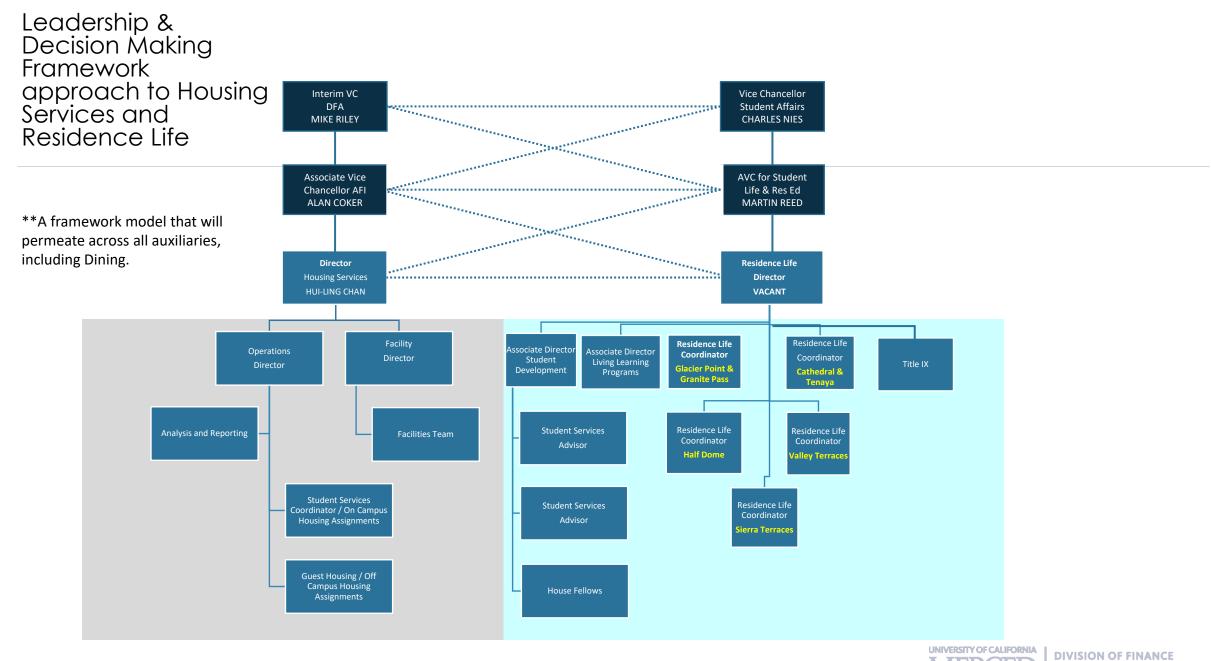
- Student Life. e.g.:
 - Student Advisory Boards
 - Student Conduct
- Residence Life. e.g.:
 - Programming
 - Orientation
 - Student Crisis Response
- Customer Satisfaction
- Communications



Partnership

- Alignment of Strategic Operations and Student & Residence Life
- Decisions that directly impact Auxiliary Services and Student Affairs
- Customer Satisfaction
- Communications Coordination

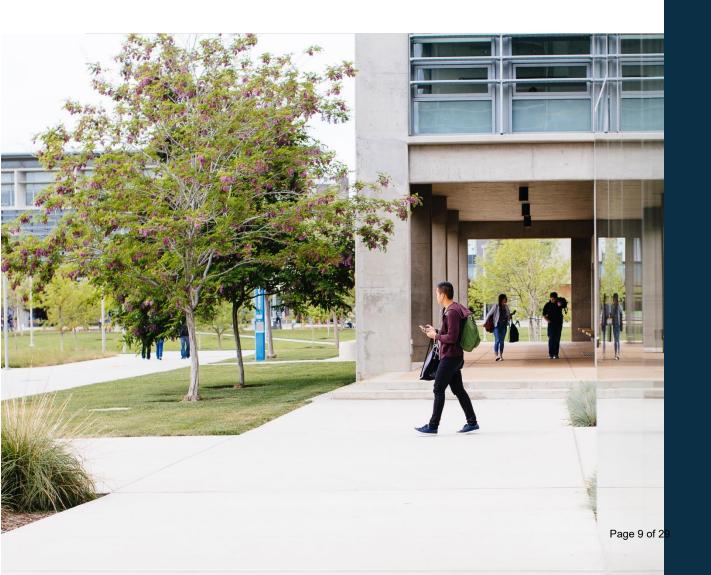




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AND ADMINISTRATION

Auxiliary Services Transition



Transition Date: July 1, 2019 Departments Transitioning to AFI:

- Dining Services
- Bookstore/Campus Store
- Conference Center
- o Housing
 - o Operations & Finance

Transition Steps

UNIVERS

Leadership Meeting w/ Directors

- Auxiliaries AFI Overview
- Budget Overview
- Org Chart Presentation
- o Question & Answer

MMM

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Leadership & Director Meeting w/Departmental Teams

- Auxiliaries AFI Overview
- Budget Overview
- Org Chart Presentation
- o Question & Answer



3 (Ongoing) Support/ Coordination

- o Human Resources
- o ACT
- o Procurement
- o 3rd Party Vendors
- Plan for External & Internal Marketing & Communications



1 Week After VC Approval: **Auxiliary Services Leadership Presentations**

Dining Bookstore Conference Center Housing

2 Weeks After VC Approval: <u>Auxiliary Services Departmental Presentations</u> Dining

Bookstore Conference Center Housing

3 Weeks After VC Approval: Campus Coordination Begins

July 1st, 2019: Implement Transition



QUESTIONS?

Mission Statement: Auxiliary Enterprises & Fiscal Innovation is a diverse group of service units offering goods and services to the UC Merced community that are essential to academic and administrative success. By operating in a financially self-supporting manner and providing convenient, user friendly, customer driven and cost-effective goods and services, Auxiliary Enterprises & Fiscal Innovation supports the University's mission and enhances the student experience.

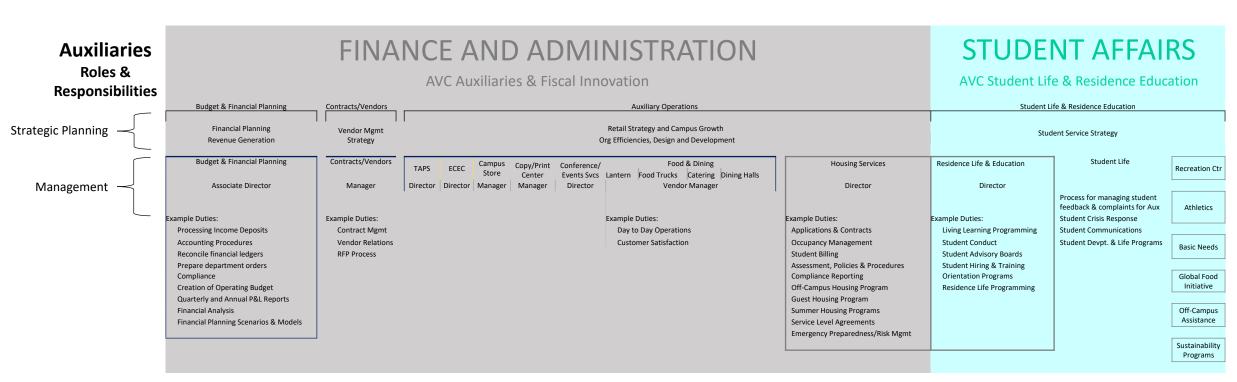
Appendix

Functional org chart

Housing Services & Residence Life: Detailed view of functional responsibilities



Model Reflects Fall 2018 Preliminary Discussion/Depiction of Auxiliaries Roles & Responsibilities



DRAFT for DISCUSSION

Division of Finance & Administration_4.30.19



Housing Services & Residence Life Detailed view of functional responsibilities

AUXILIARIES SERVICES	RESIDENCE LIFE & EDUCATION
 Responsibilities: Applications & Contracts Occupancy Management Student Billing Assessment, Policies & Procedures Compliance Off-Campus Housing Guest Housing Summer Housing Service Level Agreements Emergency Preparedness/Risk Mgmt 	 Responsibilities: Living Learning Programming Student Conduct Student Advisory Boards Student Hiring & Training Orientation Programs Residence Life Programming Sustainability Programs Off Campus Assistance Programs Basic Needs Programs Global Food Initiative



Dear Campus Community,

I am writing to update you with important Transportation and Parking Services (TAPS) information, including updates on construction projects, parking permit rates and renewals. Parking continues to be a precious campus resource, and my hope is to offer this information now to afford you time to prepare your transportation and parking plans for Spring 2019 and beyond. For your convenience, <u>our parking maps are online</u> to help you better understand the changes mentioned below.

More Parking Becomes Available

In August, the Scholars Lot, which replaces Lake Lot 2 adjacent to Lake Road, opened with 500 spaces for faculty, staff and visitors. In November, we expect another 400 spaces to open within the Bellevue Lot (Zone 3) for commuters, which includes accessible parking and electric vehicle charging stations. The next phase of Merced 2020 Project construction will create a pedestrian path connecting a 2,000-space parking lot to the main campus. Updates on this project will be shared as the project nears completion.

This past spring, construction began on the installation of carport solar panels over North Bowl lots and the Facilities Corporation Yard, which will deliver 4.2 megawatts of power, which we expect to meet 36 percent of the current campus energy needs. As of today, North Bowl 1 and 2 are shaded with solar panels. There will be intermittent impacts to parking availability through the end of 2018 to complete wiring connections on the various arrays, and the project is on schedule to finish by Spring 2019.

Permit Rates Increase

Permit rates, which have remained unchanged for some time, will increase in Spring 2019 and Fall 2020. These increases have been shared with Student Affairs, Staff Assembly, Academic Senate and ASUCM. For your convenience, I'm including the increase schedule here as well. Rates shown below reflect the monthly cost (students purchase permits by semester) for each lot between now and Fall 2020:

Parking Lot	Current Rate Fall '18	Spring '19	Fall '20
X-Reserved	\$96	\$101	\$106
A-Preferred	\$69	\$74	\$79
North Bowl 1	\$33	\$50	\$65
North Bowl 2	\$33	\$50	\$55
C-P3	\$0	\$38	\$43
C-P4 - 1 & 2	\$0	\$38	\$43
C-P5	\$33	\$38	\$43
P4 - BG Zone (Bellevue Gold Zone)	\$0	\$0	\$79
P4 - Quad 3	\$0	\$0	\$43

Permit Renewal Goes Virtual

TAPS is transitioning to License Plate Recognition (LPR) and virtual permitting on campus. Instead of having permit stickers or placards, your license plate can now validate your permit status. Commuter students are using LPR virtual permits already, and the transition for faculty and staff has begun. In the upcoming weeks, TAPS will share the timeline for a NEW permit distribution process and any other changes related to allocation and permitting to align with the Spring 2019 permit rate increases. Staff and faculty who wish to change their permit type must inform TAPS by Feb. 1, 2019, for the change in payroll deduction to become effective March 1, 2019.

Thank you for your continued support.

Best regards,

Veronica Mendez

Chief Financial Officer and Vice Chancellor for Finance and Administration

Dear Campus Community,

Thank you for your feedback on the <u>recent announcement</u> about parking permit increases. Based on your feedback we have decided to postpone the parking permit increases until July 1, 2019. This time creates opportunity for permit holders to consider which permit level is best suited for them in the new Parking Permit system.

Transportation and Parking Services (TAPS) will continue working for you during this time to positively impact your parking experience at UC Merced. Parking system changes that we are working on:

- Modernizing our parking system by moving from a permit system to a license plate recognition (LPR) system allowing more parking options.
- Moving from named lots to zone parking allowing more parking options and providing a smoother transition as the campus continues to expand and the demand for parking increases.
- Implementation of a Downtown Campus Center (DCC) parking program allowing parking at the DCC and reciprocal parking at the Lake Campus.
- Covered parking will now be available.

Many of the changes are still in review by TAPS and the <u>TAPS Advisory</u> <u>Committee.</u> These details will be forthcoming in the next few months as the transition is implemented. We appreciate your patience as UC Merced improves parking opportunities with the innovative technology of LPR and other service-oriented developments.

Please submit feedback or questions to <u>TAPS@ucmerced.edu</u>.

Sincerely, The Transportation and Parking Services Team

Dear Colleagues,

Last fall, we announced approved changes to campus parking rates and options for the 2019-20 year.

Changes include:

- Implementation of License Plate Recognition (LPR) and virtual permitting
- Transition from lot-specific permitting to a zone structure
- Addition of solar-covered parking option for faculty and staff
- Increased parking rates beginning July 1, 2019

The implementation of LPR for Faculty/Staff sticker parking permits to virtual paid parking has been underway throughout the spring semester. The LPR deadline is Friday, May 10.

This is a final reminder to all permit holders to sign into the <u>My UC Merced</u> <u>Parking Portal</u> to ensure all information is updated with current vehicle(s) and contact information by end of business day on May 10. Enforcement of virtual permits on campus begins Monday, May 13.

Sticker parking permits will no longer be valid!

Step-by-step instructions on how to register and update vehicle information can be found on the Transportation and Parking Services website under the <u>Update My Vehicle</u> page.

In addition to the implementation of LPR, campus parking allocation will be based on parking zones, which offers greater flexibility for paid parking customers.

Zone	Parking Lots	Monthly Rate
Reserved	Library, LeGrand	\$101
Gold	Library Lot 2, Le Grand	\$74
Slate	Solar covered North Bowl Lots	\$50
Blue	P3, Scholars Lot, ECEC	\$38
Green	Bellevue Lot	\$38

The zones are designated by color and include a new option for solar-covered parking. A map showing the zones is available online.

Carpool parking permits will be available for all zones and must be purchased at the Parking Services Office. All carpoolers must be present at the time of the purchase. Graduate students may be eligible for Faculty/Staff parking and must come to the Parking Services Office to validate eligibility. Low-Emission Vehicle permits will no longer be available, and the current LEV permits will expire on June 30, 2019. Electric Vehicle spaces will be included in the final delivery of the Merced 2020 Project.

Another important approved change is paid parking for occupants at the UC Merced Downtown Campus Center (DCC) to be effective at the beginning of the Fall 2019 academic semester.

Zones	Parking Lots	Monthly Rate
DCC	Parking Structure	\$20
DCC/Blue	DCC, P3, Scholars Lot, ECEC	\$38
DCC/Slate	DCC/Blue and Solar covered North Bowl Lots	\$50

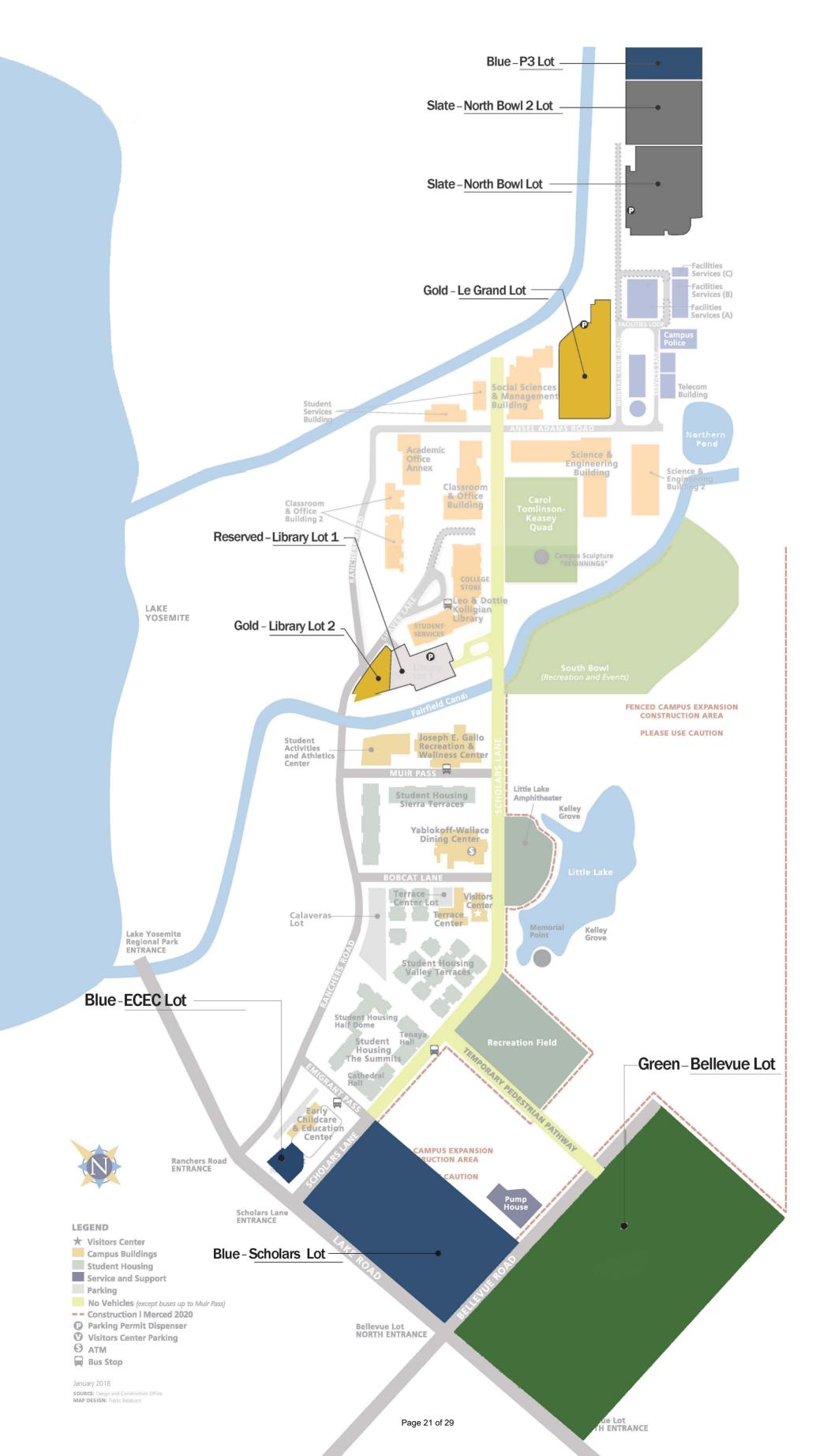
This delay in implementation is to ensure appropriate signage is in place and parking spots are clearly marked for UC Merced use.

More information regarding reciprocal parking — permits that cover parking at both DCC and campus — will be sent out to DCC occupants soon. Faculty/ Staff virtual permits, for on-campus parking only, will be available for purchase beginning June 3. DCC parking permits will be available in August.

Please continue to monitor your email for important information and timelines regarding purchasing parking for the 2019-20 year (July 1, 2019 through June 30, 2020). If you have any questions or concerns, please contact <u>Transportation</u> and <u>Parking Services</u>.

Sincerely,

Michael Riley Interim Vice Chancellor of Finance and Administration Chief Financial Officer



Dear Colleagues,

Virtual parking permits for 2019-20 will be available for purchase beginning Monday, June 3. The permits will be valid from July 1, 2019, to June 30, 2020. For detailed information on options, parking zones and regulations, please visit the <u>TAPS website</u>.

Virtual permits will NOT be available for customers with outstanding citations. All citations must be paid or appealed within the adjudication appeals process (within 21 days of being cited) before purchasing virtual parking permits for 2019-20.

The following virtual permits for on-campus parking will be available through the <u>MyUCMerced parking portal</u> beginning at 8 a.m. June 3. This is a new virtual permit distribution and will be available online on a first-come, first-served basis. The new zones were explained in <u>a message sent out</u> to the campus community on May 7.

Existing virtual parking permits will expire June 30, 2019, and the new virtual parking permits will begin July 1, 2019. Payroll deductions reflecting the new parking rates will appear on the August payroll cycle.

Zone	Parking Lots	Monthly Rate
Reserved	Library, LeGrand	\$101
Gold	Library Lot 2, Le Grand	\$74
Slate	Solar covered North Bowl Lots	\$50
Blue	P3, Scholars Lot, ECEC	\$38
Green	Bellevue Lot	\$38

Vehicle information must be updated at time of purchase. Each customer may register up to four vehicles, but only one vehicle may be parked on campus at a time.

Carpool virtual permits

will be available for purchase at Parking Services. Please note that all carpool participants for each permit must be present for the purchase to be complete. Motorcycle virtual permits will also be available for purchase at Parking Services.

Departmental University Business sticker permits will still be available. Over the next few weeks, Parking Services will be contacting current AUB sticker permit holders with instructions on the renewal process for the 2019-20 parking validity period.

Additional information and instructions regarding the 2019-20 virtual permit distribution process will be emailed to faculty and staff next week. Please continue to monitor your email. For any other questions, please contact Transportation and Parking Services at <u>taps@ucmerced.edu</u> or (209) 228-8277.

Sincerely,

Michael Riley Interim Vice Chancellor of Finance and Administration Chief Financial Officer

Dear Faculty and Staff,

In preparation for the upcoming new **online** virtual permit purchase cycle, Transportation and Parking Services will be tabling in the Lantern (Kolligian Library first floor) next week to assist in answering any questions pertaining to the process. The tabling schedule is as follows:

> Wednesday, May 29, from 10:00am – 12:00pm Friday, May 31, from 1:00pm – 3:00pm

This process is not a renewal of existing permits. Online purchasing of new

virtual permits opens up to all faculty and staff through the <u>MyUCMerced</u> <u>parking portal</u> on Monday, June 3, at 8:00am PST.

Reminder: Any outstanding citations must be paid or appealed to complete the online purchase for on-campus parking, which will be valid July 1, 2019, through June 30, 2020.

For detailed information on virtual parking permitted options, parking zones and regulations, please visit the TAPS website at <u>https://taps.ucmerced.edu</u>.

Thank you!

Transportation and Parking Services

Dear Faculty, Staff and Grad Students,

Online purchasing of new virtual permits opens on the <u>MyUCMerced</u> <u>parking portal</u> on Monday, June 3, at 8:00am PST.

You must log into the portal to purchase parking for July 1, 2018, through June 30, 2020.

If you have questions about the process, visit the Transportation and Parking Services table in the Lantern (Kolligian Library first floor) on between 1 and 3 p.m. Friday, May 31 (tomorrow).

We are not renewing existing permits. All faculty and staff who wish to park on campus must purchase virtual permits through portal. You must pay or appeal all outstanding citations before your online permit purchase can be completed.

Graduate students must come into the Parking Office to purchase parking for the July 1, 2019 through June 30, 2020 validity period.

For detailed information on virtual parking permitted options, parking zones and regulations, please visit the TAPS website at <u>https://taps.ucmerced.edu</u>.

Thank you!

Transportation and Parking Services

Dear Faculty, Staff and Grad Students,

Online purchasing of new virtual permits opens on the <u>MyUCMerced</u> <u>parking portal</u> on Monday, June 3, at 8:00am PST.

You must log into the portal to purchase parking for July 1, 2019, through June 30, 2020.

If you have questions about the process, visit the Transportation and Parking Services table in the Lantern (Kolligian Library first floor) on between 1 and 3 p.m. TODAY (May 31).

We are not renewing existing permits. All faculty and staff who wish to park on campus must purchase virtual permits through portal. You must pay or appeal all outstanding citations before your online permit purchase can be completed.

Graduate students must come into the Parking Office to purchase parking for the July 1, 2019 through June 30, 2020 validity period.

For detailed information on virtual parking permitted options, parking zones and regulations, please visit the TAPS website at <u>https://taps.ucmerced.edu</u>.

Thank you!

Transportation and Parking Services

DATE: January 18, 2019

RE:

- -

Cat Tracks Heritage Express

Dear Campus Community,

Beginning fall semester 2016, UC Merced entered into a master lease agreement with offsite Heritage Properties to accommodate the housing demand which extended beyond the on-campus availability. In collaboration with Transportation and Parking Services, Housing & Residence Life established the Heritage Express to provide direct campus transit for these UC Merced resident master lease holders. Since the route's inception, Heritage Express has consistently resulted in overcrowding. This challenge has been in part due other commuters using this route as part of a park and ride option; and as such has displaced the priority ridership of contracted residents.

At the start of the spring semester, Heritage Express will be reverted to the intended service and granting ridership priority to UC Merced Heritage Contracted Residents with the utilization of the Heritage Express Bus Pass. Housing & Residence Life will begin distribution of Heritage Express bus passes Sunday, January 20th at the Heritage Properties.

Distribution of bus passes will continue through Thursday, January 31st.

Effective Friday, February 1, 2019, riders will be required to present a Heritage Express bus pass when boarding this route. Students without a Heritage Express pass will not be allowed to ride, no exceptions. This pass is separate from the UC Merced

CatCard and will be valid through Friday, May 31, 2019.

Lost or stolen passes may be reported to the Transportation & Parking Services (TAPS) office by doing one of the following: Please refer to attached for the Heritage Bus Pass Distribution Schedule: <u>Housing & Residence Life - Heritage</u>

<u>Apartments</u>

For all other CatTracks routes and schedules, please visit: http://cattracks.ucmerced.edu/.

Housing & Residence Life will continue to work directly with Transportation Services to assess Heritage Express ridership and priority may extend to other residents if space accommodates the distribution of additional bus passes.

Thank you for your ongoing support.

Go Bobcats!

If you have any questions, please contact Transportation and Parking Services (TAPS).

CONTACT INFORMATION:

Transportation and Parking Services http://taps.ucmerced.edu/ http://cattracks.ucmerced.edu/ (209) 228-8277

**** DO NOT REPLY TO THIS E-MAIL ****

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Dear Campus Community,

Earlier this month, we notified you of a shift in practice regarding the Heritage Express, the bus line that was established exclusively to serve residents of the Heritage Apartments currently being leased by UC Merced. We'd like to share some additional information for bus riders, as well as additional steps we are taking to ensure your transportation needs are met.

Effective this Friday, Feb. 1, only those riders with a Heritage Express pass – available only to residents of Heritage Apartments – will be permitted to board this route. This pass is separate from the UC Merced CatCard, and

passes will be valid through May 31, 2019. Heritage residents can visit the Transportation and Parking Services (TAPS) office to obtain a pass.

For commuters without a Heritage Express pass, we have identified several alternate routes to get to and from campus as quickly or nearly as quickly as the Heritage Express Route (16 minutes on average for the R Street route and 9 minutes on average for Northwood Village):

R Street Village Apartments to Main Campus:

• G-Line – 24 minutes

Main Campus return trip to R Street Village Apartments:

• C2-Line – 16 minutes

Northwood Village to Main Campus:

- C1-Line Blue and Gold (2 buses) 15 minutes (and 9 minutes to return from campus to Tri College bus stop)
- FastCat 13 minutes (and 14 minutes to return from campus to Tri College)

All CatTracks schedules and routes can be found at

http://cattracks.ucmerced.edu. Additionally, our customer service staff is available by phone to help guide riders in identifying CatTracks route options and mapping trips. Call 209-CAT-TAPS (209-228-8277) between 8 a.m. and 4:30 p.m. Monday through Friday for assistance.

We understand this shift has caused some confusion and concern. Transportation and Parking Services staff members have met with students to discuss the situation, and we are in the process of forming a Student Advisory Committee to ensure students are represented in future decisions regarding transportation and parking. We will continue to study ridership and times on the Heritage Express this semester to determine whether any adjustments are needed.

We remain committed to identifying transportation options that serve our campus community, are financially responsible, and support our university's commitment to sustainability. Thank you for your patience and understanding.

Sincerely,

Charles Nies Vice Chancellor for Student Affairs

Michael Riley Interim Vice Chancellor and Chief Financial Officer