

**Meeting Minutes**

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

October 11, 2016

10:30AM – 12:00PM

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

**Welcomes and Introductions**

**Attendees:** Karin Groth, James Nardello, Tibor Toth, Edmundo Martinez, George Gongora, Drew Shelburne, Eric Walle, Jessica Ross, Peter Reschke, Martin Reed, Arokiaraj Panneer Selvam, Melinda Boehm (sitting in for Andres Hernandez), Katherine Shurik, Leonard Massey, April Hellam and Andy Boyd

**Attendees on Ready Talk:** Sonia Johnston

**2020 Update – Andy Boyd**

In charge of broad campus statements. 2020 project is design build, received proposals. PPM winning team. Webcore is general contractor.

Proposal process – eye for an eye provision. Have to replace parking. Never in a deficit. Developer proposed that November – January creating a temp parking near North Bowl lot. Meant to be surge capacity. We get 30 day notice. This lot would provide flexibility. 2018 turning over 3 facilities, and first phase of parking. Lake and Bellevue updated by 2018 so we can take first phase of lot. Developer has to work with city to do this. P4 one of the bigger changes. Best and final offer process moved lots closer to lake and Bellevue. 2019 2 new facilities – 2a wet/dry lab. 2b. competition field and additional paring. 2020 turns over the rest. Road that loops around from back of campus to North Bowl. Now planned to be emergency use only. Parking has been in discussion with developer. The road planned when over canal and needs to be reconfigured. It’s a work in process. No changes to contract yet. Biggest thing now is no change to North Bowl 1. Negotiating with them regarding North Bowl 2. Developer to use fleet lot as the surge parking area. They need to look for new fleet parking. 1st step to build new fleet lot beyond the road. Won’t be paved until finalized. Actually gaining parking, with North Bowl 2 and fleet lot. Ideally we will have a loop road to help traffic flow. Road configuration still a work in progress.

Parking should be pretty static until they begin work at lower end of campus. The fence that is currently there – will eventually go around lake lot 1 and rec field. They can’t take rec field until new comp field is completed. Fence line will change in 2019.

Karin – when they take lake lot one will be same time as North Bowl?

Andy – yes, biggest challenge will be reconfiguration of roads

Martin – ll1 disappear 2019 –

Andy - 7/1/18 is delivery date. Don’t see that being an issue in august.

Martin – where will move in parking be?

Andy - Lake Lot 2 will stay open. Want developer to gain momentum then will work with them on schedule. Don’t know exactly when lake lot 1 will be

Martin – will plan move in like the lot is not there

Karin –Little Lake, goes same time as lake lot

Andy –Little Lake is being reconfiguration. Amphitheater is staying open. Fence wraps around amphitheater. Little lake is within site fence. Plan to turn back over in 2018. Lake will be smaller and changing orientation of banks. Will reconfigure so it will be more realigned to seasonal changes. Ebb and flow on banks. Looking to reconfigure the banks to make it work. Starting this fall in to this winter.

Karin – will that impact little lake parking?

Andy – no, working with them on aromatic issues (smell) then little lake.

Karin – can we talk about the circulation plan so group understands the path of travel, pedestrian, bicycles?

Andy – moving Bellevue creates a natural conflict with traffic and bicyclists. This has been a concern. Additionally pedestrians will need to cross Bellevue and head north. Currently 55 mph, wouldn’t be safe. Working with city, etc. to possibly reduce speed to make is safe. May change LL2 to be exit only to Bellevue and eliminate 1st exit/entrance into p5. For cyclists – asking to move bike lane to north side. Possibly removing an exit or using bollards so it can be used for events. Want to create synergy with cyclists and bus access. Asking them to propose transit routes. Have to provide 2 stops. We decide where the stops are. There is merit to opening the back road for full transit loop of campus

Tibor – any discussion of another way to get to the lake?

Andy – asked them to put second exit in p4 lot. Helps for long term master planning. Egress point will be created, don’t know exact function yet

Karin – loading dock, service vehicle – one thing we may require that deliveries all be directed up.

Andy – considering eliminating the back row of parking so make a roadway for deliveries.

**AVC Toth – Updates**

I would like to point out new faces and would like to reinforce how valuable these sessions, we are reliant on you to represent your groups and communicate actively so they know the same information and likewise when you get information you deliver it to us.

**Roundtable Committee Member Updates**

Eric –someone emailed me what are the steps for someone not having a permit visibly displayed, this person was cited due to that. Does the license plate get checked with a parking permit?

April – currently we don’t have a system that talks to the handhelds, it would be a phone call to the office, and we also take pictures

Karin – would like to add that officers do call in besides taking photographers, we only have 2 officers, needs to be resolved quickly, through the appeal process yes they have a permit and would be resolved through that avenue, long term would be permit less and license plate recognition

Tibor – we do have the appeal process, anyone can appeal

Karin – and to add to that we do have first and second level, the first level is done in-house and 2nd level is done by an outside 3rd party

Edmundo– an email was sent to TAPS on getting CatTracks onto google maps

Karin – last week our tweeter was compromised twice, someone hacked posted or retweeted something on behalf of TAPS, police came for assistance had to deactivate, haven’t been able to communicate delays with our riders, we’re in the stages of creating a new tweet account from preventing that, in addition to that and having leaner parking ratios we’re doing more with less, the person who managed that has left campus and we don’t have anyone in house with that skill set, however I did have someone approach me that has those skills currently looking into it

Katherine – hard to identify where and when the buses are running, there’s applications that work that tell you when to walk out to catch the bus

Karin – we did have that unfortunately that person left, two fold level of service we want to provide but not able to meet due to staffing, these applications are included in the RFP and hoping this service provider could manage the mapping

Edmundo– last year Gabe asked for the budget, we still want to see that. We want to see how the money is allocated

Karin – talked about it at the town hall we’ve had a lot of changes, we are very transparent, have been looking at consolidating with Housing, Dining and Campus Store, at this point talking with the budget office and seeing what they can provide versus just coming to me.

**Discuss departmental space request for University Communications**

Last semester this committee discussed the process for reserved spaces, and was said that these requests would be brought to the committee and the committee would collectively decide if it was approved.

Office of Communications is requesting another space, currently they have one space in Le Grand.

Karin – they have a growing need due to 2020 project and more events plus bringing in media and high profile VIP’s to campus, we told them we would bring it to the committee and for input

Martin – do we know the frequency of these meetings? Daily, monthly?

Karin – don’t know, I would say yes some daily and weekly. We have parking ambassadors doing lot counts which includes these spaces they will look and see if it’s being used if not being used we’ll reach out the department and discuss the reallocation of the space

Martin – if say yes, what’s the impact, does it impact any

The police had a reserved space in the Library lot that has been removed due

Raj – I don’t see the need

Karin – for those who don’t know and are new to the committee these departments have reserved spaces in Library lot Office of the Chancellor, Student Life, and DAR

Melinda- are we setting some precedent, when 2020 comes is there going to be a cap of how many spaces are allotted to a department?

Karin – that is a great question, we tell them be mindful that what you see today in parking might not be available tomorrow as a result of 2020, if the committee say yes, it is contingent upon something that pops up that we will have to revisit

Kathryn – after construction will it still be there? Or just during construction?

Karin – in the interim

Tibor- sound like the conversation is about setting a term, or how long will the space be allocated, what are the conditions,

Sonia- additional people moving downtown, which will have an impact on the AUB spaces

Tibor – is there a method that we would remove designated spaces for departments

Karin – the lot counts if not used will go back to the department this is what we’re seeing and having that discussion and reallocate that space

Martin – sounds like on an annual basis

Karin – I would say semester base due to 2020 and not knowing what is taken when

Tibor – if committee was to make recommendation, we recommend the space be allocated and add language that it will be reviewed periodically, will be notified, granted by authority of Transportation Services and can be rescinded at a future date

Raj – make motion to one space in library lot with the condition of removal if not being utilized 50% if not used they will be taken back, valid through completion of 2020 project

Eric – I have questions, how are these people getting a permit, why do they need a space

Karin – for example the research spaces, we’ve created a permit to be displayed on their dash

Eric – so communications would give the permit to the visitors

Karin – not all spaces use a permit for example the chancellors space, that’s up to her, they will call us, it’ on a case by case, did have a request come through about Prof. Conklin one research student which it involves transporting large containers of water, drop off area makes it problematic, the reserved space has come up, but still discussing internally

Peter - makes more sense to have a dedicated space then calling TAPS on a daily basis or a parking permit

Karin – absolutely, an occasional visit they have an option to reserve a space, I want the committee to know that the issue has been brought up with 2020 the close drop off

Raj – how do we ensure that the space is being used and not someone just parking there

Karin – great questions, that’s not parking enforcements responsibility, example the Chancellor’s office someone is parked they call us, Health and Wellness manages their own spaces unless they call us we enforce

Edmundo - confused so people can just park there, essentially they can just park there, so those counts are invalid, so they would just use it so we don’t take it back

Tibor – how do we make sure the space is used for the request, check and balance is the department is paying the highest rate, its’ self-managing type of system

Karin – Health &Wellness spaces come into the office retrieve a permit and go back and display it in their vehicle to manage that issue

Peter – it’s difficult to make a decision with not knowing how frequent these meetings are going to be. It would be helpful to have more information

Karin - can only share what they’ve shared with me can be daily

Tibor -familiar with communications and with the dynamic and complexity of the 2020 project there is need

Drew - they want the spots split up, want the second one in the library

Karin –yes

Tibor – any more questions, motion was to approve with condition it would be revisited per semester and valid through 2020 project, is that the motion

Drew – second

All in favor, motion passed

**Transportation and Parking**

Karin- we made recommendation how to manage fall distribution and rate increases, he made the decision to move forward with the extension of last year’s permit and freezing rates, in addition to that made policy changes moved onsite parking for resident to remote site due to growth of campus and NB Phase 2 not being ready at the start of the fall semester

NB2 last campus built surface lot, we’re in the last stages, hoping that it will be turned over within the next week, allocation of that lot and looking at the wait list we would open it to the waitlist, the delivery will about approximately 600 spaces and will be able to accommodate the wait list in addition the fall semester parking for events has grown we will be able to shift over flow to NB2.

Peter – are those on the waitlist faculty, staff and grads

Karin – yes, currently on the waitlist we have about 200, 32 faculty, 72 staff and 90 graduates again majority are requesting North Bowl

Peter – is it possible to that those that were discouraged to be added on the waitlist be added

Karin – with the capacity of this lot we won’t have a waitlist. We might open it to C permit holders which are graduate students, would allow little lake permit holders to park there too, since fence has gone up more of a walk might be a better option

Peter – another question, will it be the same permit as North Bowl 1 and 2

Karin – for now yes, to make it a better experience the current C permit holders continuing using that permit doesn’t make sense to come in at late through the fall

Katherine-which is B

Karin – North Bowl

Eric – So undergrads don’t have C permit

Karin – they have the student C permit, might see shift out of little lake which opens up more parking for students, since the fence has gone that lot has been 50% available

Martin – any concerns with the crossing from SSM and now more cars will be coming from North Bowl.

Tibor – have been working with Risk Services and PPD, everyone acknowledges it, the solution is to build Bellevue, but Bellevue will be much later, the challenge is on how to manage, follow all pedestrians rules before proceeding through

George – nothing new

Eric – nothing will change for 5 years

Tibor – don’t know if any immediate plans, can be improvements, a lot of discussion on what to do and how to fix it, no active projects currently at this point it’s information gathering

Raj – what about signal lights

Tibor – it’s a funding questions, will they obey signal lights, trying to find solution, the original plans was that was a service access route only, but now that it has changed trying to manage

Eric – 600 more cars 1200 crossings per day

Tibor -pedestrians have the right of way, right?

George - yes, however when it’s safe

Edmundo - on campus parking to offsite, what is that looking like what does that mean

Karin – we had 150-200 spaces allocated for our on campus residents, knowing the squeeze was coming we came up with options and made decision to basically that is garaging vehicles we have dedicated transit, vehicles restricted Monday-Friday 7am-7pm, but allowed to park on campus on weekends, seems to be acceptable option, what is important to understand that what we’re seeing is are campus issues not just parking, have tried to work with other departments such as resident, dining and bookstore, and police to continue to make a better experience during this massage change

Katherine- will you increase transit, I wouldn’t have got a decal it was such an issue this is the first time I’ve had a decal

Karin – that was my next update the transit RFP, going out to bid, document should be finalized end of this month, comprehensive plan which not only incorporate their transit, but alternative rides homes and bicycle and how will they respond to what a route would look like and frequencies, redevelopment of current routes, will have scoring committee and in June will award

Katherine – will there be an option to look at the different routes

Karin – yes, that will be their responsibility, part of UC system wide we have a responsibility to increase enrollment by 5000 students, UC Merced took an additional 450?

Martin – 130 additional freshman

Karin – would you like to give an update in securing offsite housing?

Martin – 2 year guarantee 450 continuing beds at Heritage Mgmt. Property, Northwood, Village Terrace and Village Landing, they’re on CatTracks routes, we know next year 2400 enrollment 2200 will be freshman which means the halls will be all freshman no continuing unless you are an advisor or work in office, could go up manage 2 year will need to increase from 450 to 800 beds off campus that means more people on the shuttles and we have figure where those apartments will be

Karin – So know that and looking at ridership, we needed a dedicated shuttle for theses they are restricted from bringing their vehicles, Heritage Express is a straight route to campus, in addition promoting Zip Car and just got word utilization has gone up to 46% and over 300 members will be adding 2 more vehicles, want to bring up Freshman parking up to this point we’ve had an exception, our sister campuses have a similar restriction, what we’re seeing is high school students are getting credits entering with credits, current exception is under 29 units not allowed parking on campus, that restriction worked, but now more and more students are coming in as freshman, Santa Cruz for an example had to create a waitlist and changed their policy to Freshman and Sophomore are not allowed to park on campus under 90 units. This committee needs to discuss policy changes migrating to below 90 unit’s restriction, does that make sense?

Peter – isn’t UC Santa Cruz on a different unit

Karin – yes quarters, as of yesterday we have sold what we sold last year, also have those students who have passed the threshold will be purchasing a spring permit

Martin – 2400 enrolled, 200 of which are transfers, more parking requests

Karin - right

Tibor – reminder of last year, student ratio is a lot leaner in 2020, parking restrictions will need to increase overtime rather than decrease will need further restrictions will not have as many parking spaces per layout

Martin – also discussing growth of the graduate student enrollment

Karin – at other campuses the ratio for graduate parking is more comfortable than the restrictions for undergraduates, which also supports the need to shift below 30 to change it to 90, don’t know what the threshold is, for next meeting be prepared, like I said those that came in with under 30 will now meet that in the Spring, does the committee want to recommend that we change the policy for Spring from 30 to 90, that’s where we are

Eric- so we will be discussing in the coming months, can we see the exact language being used

Karin – the restriction has been below 30 unit’s classifieds you as a freshman

Martin –talking about changing it to below 60

Eric – I would just like to see the exact wording

Tibor – can put it up on the board

Martin – with the proposed change in policy freshman don’t bring vehicles only if approved by exception, but will impact sophomores they do need vehicles because they have jobs

Karin – look at last year’s data of allocation of parking, last year juniors was the highest

Martin – most will be sophomores in the apartments and new transfers, might want to allocate some spaces to sophomores,

Karin – also would like to share the town hall meetings, enrollment has exceeded they have requested on campus parking, a lot lived off of the CatTracks routes and were granted parking on campus, looking at demographics too

Katherine – first year graduate students, I was calling all spaces, shortage of rental homes

**Next Meeting**

1. Date: November 8, 2016 from 10:30AM-12:00PM
2. Proposed agenda topics
* Discuss permit distribution for spring could include policy change, eligibility.
* How are we going to manage faculty/staff? Do we recommend to extension like fall?
1. Action Items
* Discuss the number of freshman that were below 30 units that were issued a parking permits? Wants to assess the need /demand. Martin wants to know the numbers. Number applied and number granted.

Meeting adjourned at 12:04