

**Meeting Minutes**

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

March 15, 2016

10:30AM – 12:00PM

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

**Welcome and Introductions**

**Attendees in person:** Karin Groth, James, Nardello, Tibor Toth, Eric Walle, Gabe Hulbert, Jessica Ross, Peter Reschke and Marcie Barrick

**Attendees on Ready Talk:** George Gongora, Donna Trahan, Drew Shelburne and Arokiaraj Panneer Selvam

**Approval of Meeting Minutes**

January meeting minutes were approved by Gabe Hulbert and second by Eric Walle.

**AVC Toth – Updates**

Tibor **-** 2020 update, very close to making the final selection, by August construction will be beginning, over the course of the new few months the developers will be providing their submittals, once the final developer has been selected they’ll get into final negotiations until then we will have an idea as to what will be provided and have an idea of what is going to happen and how to support for success.

Karin - are we on target?

Tibor - on track for developers to make final submittals, I will be in training next week to go through the point selection process

**Roundtable Committee Member Updates**

Jessica - last month we discussed on how we can better communicate with our constituencies, decided to make a questionnaire online and have a form for feedback constantly open for grad students to use, received 106 responses, the form is very simple it’ll ask what year they are and has an open area for comments

Karin - will you use this tool going forward?

Jessica - that is the plan, keep it open and send it once a month or so to grad students don’t have anything to discuss in this meeting, just basic comments like not enough permits allotted for NB and Le Grand, feel unsafe parking in the lower lots due to lighting and distance, permits are too expensive, CatTracks should be running during winter break, complaints about there not being enough bus stops close to home, gravel damage to vehicles, concerned about permits for next year, motorcycle permits costing as much as a car permit, not enough carpool spots and Lake and Bellevue are problems for cyclists

Karin - any item that you would like to add for the next month, keep that in the back of your mind and you can decide

Eric - was everything open response or rankings

Jessica - just what year, what department, how do you get to campus, do you feel informed about transportation and parking issues, and open feedback concerns

Eric - might be interesting to rank the responses, if you qualtrics just an idea which issues are more prioritized

Peter- I think we can all agree that the safety one is the highest concern

James - I can respond to the lighting specifically to our lots and roadways, I have an open work order with FM going through each lot, have identified which ones are out, will be replaced as necessary, also temporary light in Mountain View

Tibor - do we communicate that to our customers can notify us of a light outage?

James - yes and also on our website we have an area on concerns and will email a couple of us

Karin - remind everyone that there is also the CSO’s escort service, working closely with the police on safety specifically lighting in Mountain View lot

Tibor - can you please explain how a CSO can be requested?

George - call PD dispatch 228-2677 request, walk over to you or get you in a cart, one building to another or to parking lot offered to everyone, can use blue light phones, it’s free doesn’t need to be anything specific, depends on staffing can be as early as 5 or 6 in the morning until 1 or 2 am

Eric - main items are traffic flow in the morning an issue percolating on minds, particular both amount of cars cutting in at a particular time, entrance at Scholars, options to alleviate both short and long term

Karin - received feedback specifically from a parent who has a child at ECEC great concern because of the backup on Scholars Lane, commuter population is using Ranchers Road and cutting through ECEC road turning right on Emigrant, concern of the safety of children, met and talked to Captain and Police Chief, we were able with Sgt. team quickly reached out that person driving the vehicle began to spread the message and expressed the concern, have placed signage, part of discussion Captain Her and I went out and walked out Scholars and Emigrant talking about what we can do to mitigate that congestion, at one point we had staff to basically hold traffic, once Lake lot fills then Lake 2 starts filling that’s when backup begins because of pedestrians crossing, holding pedestrians to help mitigate the problem, I think the campus is starting to experience what we’ve been expressing for several years is that we need that second entrance

Tibor - requirement of 2020 project is to provide Bellevue extension which would form a new entrance, based upon design reduce traffic congestion problems that we have, won’t happen for a number of years, it’s been a challenge, because of the elevation change it’s a significant change and I don’t know if funding is available

Eric - second entrance until 2020

Tibor - phase approach, every year starting in 2018 will be a phase growth, construction will start this year and next year a series of improvements, Bellevue extension growth is dependent on what the developer has proposed

Karin - in meeting with Captain Her and what are the interim solutions such as crossing guards, TAPS ambassadors, we don’t have enough students on board to have them out there every day in collaboration with Public Safety is figuring out how to make it consistent at least in the peak hours have Monday and Tuesday, but not Wednesday that can cause an accident people will get used having someone out there, the take back is we’re having discussions to mitigate that in the interim

George - also looking at a no right sign at the exit to the childcare center

Karin - placed signage to that specific point immediately, but it’s only for peak hours from 8:30 to 10am and 4 to 6

Eric - what about those who go straight to Emigrant and make a right, can that be stopped

Karin- unfortunately we can’t, if you miss that main entrance, it’s tough if we put manpower we would have to stop everyone, I don’t know how

Tibor - not sure what problem that would fix, the reason they’re doing it is because of the back up on Scholars, the real issue is Scholars

Eric - impacts everyone on Lake, stuck at stop sign because everyone backed up on Scholars and Ranchers

Karin - if we had someone directing traffic, almost getting like Commencement traffic on all roadways, need traffic attendants

James - Ranchers permanent Business Use only, not just a through still a discussion

Karin - that’s problematic because of the backup of campus is just not business you have visitors too

Gabe - students are late don’t care about signs, staying one step ahead of the student, between a ticket and test, I’ve paid more to take the test, if they’re late they don’t care to obey the sign

Tibor - should we table this item, its great dialogue

Eric - people have come up with different ideas

Karin- the take away is TAPS and Public Safety is collaborating on ways to mitigate this issue

Eric - so the way traffic flow is happening now will be for the rest of the semester

Karin - correct

Tibor - we wouldn’t add it to the agenda item, but will have dialogue on how to address it not necessarily how to solve it but a plan of action

Eric - is there any count on how many reserve spaces get allocated in the Le Grand lot, how many go up each day

Karin - yes, 5

James - there will be special circumstances like construction where we have to reallocate spaces

Eric - so I should never see more than 5

Tibor - depends what is happening on campus it can easily exceed that it’s a guideline

Eric - multiple mornings no open spaces, maybe 10 reserved spaces that are empty

Jessica - once or twice a month, the only option is to reserve the space for the whole day

James - we have to reserve it from 7am or otherwise it will get taken

Tibor - only option, meeting is in the morning

Karin - the time is listed, reservation is 8-12pm, will look at trend for the past few months, good point for those who are paying, and we’ve had a lot of construction,

Peter - is there any way in the afternoon meetings to state this normal space until noon,

Karin – will work on signage

Gabe - have talked about spaces, happenings email, but do want to be notified, setting up a threshold for a happenings email to be sent out to warn people of the space reservations

Karin- added section to website for lot impact, this was the best way

Gabe- many people don’t read happenings or will look at that, also have been advertising the CART program, the other thing Dominique tried for Finals Week, the one day use permit, would like to see some collaboration during finals week, it was last minute but will try to setup in advance

Karin- if there was more availability and extra cushion of spaces, it’s tough, but I told Dominque that we would continue to talk about that and see what options we can come up with

Tibor - curious, one prior meeting, 2020 scope is going to reduce amount of spaces will be more difficult, has that information been funneled out to the constituents, the direction is that parking will be reduced, just parking space ratio is going to meaner and meaner the result will be less permits less spaces, the spaces will be less desired, people will need to rely on carpooling, vanpooling, transit solution, is that clearly understood

Gabe - students would like to see where the ticket revenue is going for transparency, and what was up with the Zipcar

Karin - please continue to market Zipcar and CART program, continue to educate and inform the campus to use alternative transportation

Peter- along with Jessica and the items on the agenda

Drew - no real updates, have communicated about the CART program

George - nothing new our big thing is traffic flow which has been discussed

Donna - signage coming to ECEC, once in place I can help publish and promote that in Panorama, highlighting the restriction and getting the word out

Karin - maybe Sargent we can meet with her

Raj - nothing from my side

**Parking Updates**

**Research participant’s space update**

Eric - submitted a month ago main thing is who pays for signage?

Tibor - my suggestions is to be paid by requestor,

Eric- so once sign goes up, if there is a change of ownership the requestor doesn’t pay, how has this worked in the past

Karin - the requestor pays

Karin - for the purpose of the committee and time TAPS will continue to work with Eric and approve and move forward by email

Eric - ok

Tibor - I’m not a big fan of forms, can we just request by email

Eric - much easier, have a link on the TAPS website, where it provides requested information

Karin - just put a link on the website

Tibor - can work together, we do this for our parts program all by email, will make recommendations based upon what we do in the stock room

**North Bowl Phase 2 (NB2) project update**

Karin - 90% through design phase, close to bid 4-6 weeks, goal is to award in May and begin construction as soon as possible hopefully by June, unfortunately will not be ready by fall of 2016, but sometime middle to end of fall hope to have first phase completed, as we go through the changes for 2016-17 some of those are due to this project

Tibor- unless the developer/contractor can pull a miracle it’s anticipated it will not be ready, the other thing is it’s not going to be all asphalt will be gravel and asphalt

Karin- unfortunately with your feedback from your constituencies and the concern with gravel lots that is where we are due to funding and availability

Gabe - is like the dirt lots right now or the ones with the drainage systems at the bottom

Tibor - like dirt lots

**Kiosk machine transitions**

Karin - Current machines are becoming outdated and obsolete and will not be supported by our current vendor also chance of not being PCI compliance, been researching other machines and looking at what we can do to make the experience better for our customer, to get away from reserve signs, have options to have event codes entered for visitors, citation payment options, we can incentivize to reduce the rate, looking at future options like permit less, a lot goes into the research and the capabilities and back office support, troubleshooting they call TAPS, other options provide an 800 number to troubleshoot and assist customer, have talked to other colleagues why they choose one over the other, hopefully we will have a decision within the next couple of weeks.

April - one prime features is its solar powered unit and the flexibility to move the units and ability to set us up going forward to permit less and pay by phone,

**Wayfinding**

Karin - talked about that at beginning of semester, mature campuses have lot signage, another option is having ambassadors at lots to place signage that lot is full and direct traffic to where there is open parking should help with some of the issues

**2016-2017 Parking Changes**

**Rate increase**

Tibor - due to growth of the university and the financial situation the entire campus is on, we’re trying to really focus on transit, there will need to be a parking fee increase across the board in order to manage the pro-forma which includes parking, citation revenue, transit supplementing for carpooling, vanpooling, we also have remote facilities that soon will be in construction, bottom line is there is need to increase.

Karin - currently is scheduled to $1 but it could increase up to $5

Gabe - for citations?

Karin - just permit

Eric - annual cost, up to $5

Karin – monthly

Eric - month, $60 increase on annual pass

Tibor - there are terms that we need to follow via contracts, still in process of understanding where we need to be and what limitations we have, want to be competitive with what the other UC’s charge

Karin - one option is phase increase over a few years, have also discussed with Martin from Housing, resident students will be seeing an increase, justification is basically garaging their vehicles, those vehicle’s should pay more to park, if North Bowl Phase II is not open and ready for fall 2016 we will not have any resident parking on campus until that lot is open will be utilizing the existing space at Merced College or Castle by using CatTracks

Eric - do we know the amount?

Tibor - still working on that, very closely with the budget office not an avenue that we want to go down, but the fiscal numbers are what they are need to provide the budget office a financially sustainable plan, intent is to advice you ahead of that time, you will already have some background

Raj- will the committee need to approve these numbers

Tibor - not sure, will as VC Reese to attend one of these meetings as we drive through what potential rate increases we might see

Karin - I have been communicating with him that it’s not going to be well received due to 2020 project, we working very closely with budget office and auxiliary units and looking at ways we can create a business financial module that will support the campus and funding

Tibor- it’s important to recognize the opportunity that project 2020 has to provide any change of this magnitude there is going to be a lot of discomfort everyone will have to pitch in to get us to the end goal,

Karin - this isn’t TAPS, I’ve been very vocal it will not be well received, this is a campus wide issue, not just parking it’s dining, housing, and these decisions are going to come from the top

Raj- we need to look at timing, it can double the frustration if it happens during construction

Karin- doesn’t sit pretty see all this construction and road closures and now we are going to raise the rates, it’s going to be tough for the next few years, we just need to work through the pain

Gabe- if you’re going to raise fees, we need to see transparency, want to see what is collected in citations, UC Irvine had pie charts

Karin- any reserves, we’ve had up to this point it’s help run the business unit and help support alternative transportations programs and CatTracks, we’re not in a solid financial position where we are self-supporting, going through exercises find a business module by combining all auxiliaries parking, housing, dining to support one another and fund the 2020 project

Gabe - we don’t disagree we just want to see our fees are going

Peter- how can we communicate to our constituents to voice their feedback since we can’t vote on it?

Tibor- my recommendation is to have it channel through you, we communicate with VC Reese, he knows the challenges and is sensitive to them, have it channel through your area of representatives and we will find the right method to connect with VC Reese

Karin- the communication would come through his office, in the interim we are aggressively looking for solutions, to help lessen the pain includes wayfinding, parking ambassadors to guide possibility of using stacked parking works like a valet service, I will be meeting with my colleagues they used that option, for our students introducing not only an annual but a fall and spring permit, reduced rate, financial relief, other universities are getting away from the annual permit, I think it will be well received by our students

**Grace period changes**

Karin - At the beginning of the semester we see the chaos due to the grace period, we give them through Labor Day instead we will open up permit distribution a week earlier I think August 15th, the permits will be ready to be purchased and picked up. Another way during the squeeze we’re trying to make it a better experience. School starts on a Wednesday and by that Friday we will expect everyone to have their permit. Hopefully that will alleviate some of the congestion.

**Zero-emission vehicle (ZEV)/Low-emission vehicle (LEV) rates and space allocation**

James - all vehicles are becoming low emission, this rate will be going away due to that we will be creating a zero emission permit and it will be the same rate, the current rates are $27 for commuter and $56 for preferred

Tibor - As of 2004 very vehicle sold in CA have to be a lev, most are already the ones we are not seeing are zev’s

Karin - hitting us financially and losing revenue because every vehicle is lev, by making this change it will put us in a different financial position and end result is not have to raise everyone’s rate by $5

Eric - from ALEV to an A is a $13 difference, plus $5 it’s not either or both will happen elimination of permits and increase, so that would be $18 a month increase or you’re saying the majority of consumers

Karin - not the majority

Eric - you’re getting rid of the permit because it’s so prevalent makes me think it’s a high percent of cars.

James - don’t have an analyzation of how many, I can tell you that the list is updated every year, today you qualify and tomorrow you don’t,

Karin - your point is valid, I will take that to VC Reese when talking about rate increases, please don’t go and say it’s a $5 increase, still looking at that

Tibor - that is inappropriate for us to go and communicate there’s going to be a 5 increase, we need to look at increases the maximum anticipated increase is 5, still need to look at contracts and negotiations limit, what we should be communicating is there will be an increase, the reality is there is going to be less parking spaces which means less revenue, we have to think differently not just increasing certain permit rates this is an across the board review of how we get this this group financially solved

Eric - really upset a lot of faculty of who drive hybrids, more curious of the long term strategy, as we try to minimize the people driving, we are taking away the revenue that would then potentially pay for the alternative means of the people not driving what is the long term strategy for the revenue loss but then the need for revenue

Karin - if you look at transportation and Parking Enforcement are not in a solid, the only revenue for transit is the student tuition fees, and because it’s a startup campus the campus has provided a subsidy to provide transportation, things we’ve looked at to reduce the subsidy is for an example the routes designated primarily for housing that perhaps housing provides a subsidy, these are the discussions we are having, looking at other funding mechanisms does that make sense

Eric - I don’t understand what the strategy is

Tibor- that is what we are trying to form, we recognize the disparity and so does the budget office and it’s a matter of what solutions we have to solve that problem

Karin - Time demand management, TDM is really looking at parking, transit and alternative transportation as one integrated unit, build parking and price such that it can help support the other transportation modes, in addition to enforcement also becoming a source of revenue, not just looking at individually but supporting each other, just begun forming the group and having those discussion and of what that business module will look like, yes we will reduce parking spaces what should the pricing be to support our transit

Tibor - the other question is what are the developers going to provide, we don’t know what the parking, transit, circulation will look like, what the expenses are going to be to be to support those systems, we don’t get to design it, the developer is and we will be making payments, won’t see the design until summer, so many unknowns, important to have dialogue and think of start planning and having strategies, this is coming don’t have answers, this is a good forum to express those concerns, bringing up points that I didn’t think up then I can bring them up to the 2020 teams and they can get a better understanding of how to design them, I apologize for your frustrations

Eric - there are no answers.

**On campus Housing parking rates and space allocation**

The resident students will see a rate increase and in the event that North Bowl Phase II is not open and available we would relocate them to an off campus location with transportation available they would be able to bring their vehicles to campus on weekends.

**Lake Lot 1 - Faculty/Staff/Grad/Student sticker permits only**

Karin - one change is Lake Lot is we will be pulling the machine from Lake Lot, will be primarily for stickered permit holders for faculty/staff or student only, in addition to that our temporary permits will not be allowed in Lake lot just a valid sticker, the lake lot will be reserved for those purposes only.

**2016-2017 Permit Distribution - Didn’t have time to discuss, will be on the next agenda**

* Automatic rollover for faculty and staff
* Graduates permits

Peter - how does this affect Graduate Students?

Karin - don’t know if we’ll have answers, what I’ve mentioned to VC Reese is to leave it as status quo, and do permit roll over and do distribution like what we did last year, but not know with what the developers are going to come back and when the shovel will hit the ground it’s hard, but can share that we have made it very clear before any construction takes parking, parking be made available to replace

Tibor - good point at no time there will be no net loss of parking spaces, will need to be replaced

Karin - North Bowl phase 2 coming, next meeting permit roll over for faculty/staff and talking about graduate students and the availability, any more updates on 2020? Also talk about LEV and safety.

Tibor - curious about the feedback on the change of grace periods, if that’s a concern.

Peter - no complaints about the grace period that I can think of

Jessica - the change meaning they can buy permits a week earlier, only concern is you mentioned they are available on the website because new students would have trouble purchasing them if they are not available on the website if it’s before school started, does that make sense

James - because they won’t physically be here

Jessica - right, as long as there on the website

Peter - the process is different for Grad Students, it’ never been online

Karin - the system can’t distinguish grad students from undergrads, ultimately we are exploring going permit less and license plate recognition at some point that is where we want to be, but unfortunately there is cost for that technology but also a cost savings. The message is important that not just that there is no grace period or only 2 days, but that this is the new plan we are opening it up earlier

Tibor - will benefit the entire campus because parking spaces will be more available and we won’t have that challenge at the beginning should help the students get to class on time

Karin - having the parking ambassadors helping guide drivers to open parking will also benefit.

Please don’t leave this room saying TAPS is raising parking fees by $5, change is coming

Tibor - a rise in parking

Eric - can we talk about traffic flow?

Tibor - yes, should that be a standing item

Karin - will have an update based on my dialogue with Public Safety, have put a plan in place.

**Next Meeting**

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

Reserved spaces in Le Grand not to exceed 5

Automatic roll over

Eric – will try to get survey out to faculty using qualtrics

Meeting adjourned at 12:06pm