

# ***Parking Advisory Committee Meeting Summary***

*Meeting Date: November 14, 2014 @ 10:00a.m.*

## **ATTENDEES**

- Emily Halajah            Student Government Association
- Flo Roberts                SEIU
- Joseph Jagodnik        CSU Marshall Law School
- Ron Morenz                CSU Police Department
- Rick Grospitch         CSU Conference Services
- Clare Rahm                Campus Support Services
- Kenneth Philport        Student Government Association
- Boyd Yarbrough         Student Affairs
- Wendy Densmore        Campus Support Services
- Ben Rogers                CSU Parking Services

## **ANNUAL REPORT/BUDGET**

The annual report and FY15 budgeted were summarized. There was a focus on the amount of funds still available after the operating costs and what those funds were used for. There was a concern that the parking surplus needs to remain within the parking department for use to make the system better.

## **OLD BUSINESS**

Items that were approved at the last Parking Advisory Committee meeting were highlighted including the new boot policy, the motorcycle program, length of stay at the Student Center. The new eCommerce site was discussed as the initial launch had technical issues. The issue was that the system completed an upgrade which reverted settings to the default settings and not the CSU custom settings. CSU Parking has requested that the vendor provide a test environment focused solely on the sales launch date for the spring permits. Other items included an update on the PARCs system and the ongoing review of capitalizing the parking assets.

## **NEW BUSINESS**

### **1. Master Planning Reflection**

CSU Parking presented some items of concern for the committee related to the new Master Plan and the changes to the parking structure. There is long term concern (7-10+ years) related to the demolition of the Central Garage, but more importantly the discussion of where and how CSU Parking could adjust to short term changes. It was discussed that if for

any reason that we lost 200-300 spaces what would be the prefer action plan. One of the items discussed was to offer a discounted “park and ride” option in which CSU would rent/lease/buy a lot on East Euclid. The lot would be located near a HealthLine stop and students would use the RTA service to get to campus.

Another option was if CSU was to purchase property, was there a location that would be preferred or not preferred. The committee had concerns about property north of Payne and recommended the area east of campus or near the western edge. Police relayed concerns of moving north.

The conversation ended with no definite recommendation by the committee.

## **2. FY16 Rates**

CSU Parking is recommending that there are no rate increases for FY16. There may be additional products or services offered, but those would be integrated into the current fee structure (by implementing at the closest product cost or discounting from that product).

The committee fully supported this item.

## **3. Late Fees/Collections:**

There is an effort being placed on having citations paid in a timely amount of time. There is over \$300,000 in past due amount from the past 15 years. To assist with this, CSU Parking recommended that we offer a discount period if the citation is paid within the first three days. CSU Parking will create a matrix that will be around 50% off for timely payments. In addition, the late fee imposed at day 21 will be increased to \$10 (from \$5). Other ideas that were tabled for future discussion included booting vehicles after 180 days or placing academic holds on any citation that is greater than 45 days old. These items will be discussed at the next meeting.

The committee fully supported the discount period and increasing the late fee.

## **4. Increase Replacement Fees**

With parking permits selling out and no longer available, CSU Parking is concerned about fraudulent behavior in reporting lost permits. The concepts were discussed and rather than increasing the costs for all replacement permits, the group generated the following plan:

- Claims supported by CSU Police Report: No Charge

- Claims not supported by CSU Police Report: Full cost of prorated permit
- Permits reported lost but found in use may be booted and cited for Illegal Permit.
- Additional sanctions may be imposed by the Parking Review Board or Judicial Affairs Board.
- CSU Police retain the right to press charges as needed.

The committee fully supported this plan.

## 5. Permit Privileges

CSU Parking recommended extending permit privileges during times of where there is excess parking inventory. This extension is summarized below and would be first come first serve. Special event parking needs may restrict certain facilities at selected times.

- Green permits may park in green or white locations after 5:30pm
- White permit may park in green or white locations after 5:30pm
- Prospect permits can park in any green, white, or PG locations after 5:30p
- Green permits may park in green or white locations on weekends
- White permit may park in green or white locations on weekends
- Prospect permits can park in any green, white, or PG locations on weekends
- Evening/Night permits won't have time restrictions on the weekends.

The committee fully supported this plan.

## 6. Overnight Parking Restrictions

In efforts to reduce the parking footprint during the overnight hours, at the request of CSU Police, CSU Parking recommended that we restrict overnight parking in certain facilities between 12:00a – 4:59a.

- All permits are valid until 11:59pm. Overnight restrictions start at 12:00am
- Overnight decals will not be permitted at:
  - Lots north of Chester (10, 11, 50, 51, 54, 90). 57 will stay open.
  - Athletic Facilities (14, 40, 41)
  - Current Restricted (Main Classroom, Science Building)
- Overnight decals permitted at all other permit locations

The committee had mixed reactions about this plan and provided some concerns. It was determined that CSU Parking would implement a soft rollout by installing signs during the spring semester and then rolling out a program for Fall 2015. This item will be further discussed at the spring 2015 advisory meeting.

## 7. Space Utilization Concepts:

Related to the master planning conversation and the fact that the parking inventory continues to diminish, CSU Parking proposed some conversation points about ideas that could spur additional use (more cars parked in the same number of spaces).

- Resident Parking (CSU Housing – Fenn Tower, Euclid Commons, Heritage Hall) The challenge with residents is while many of them don't move their vehicles for extended periods of time others are from the region and use their vehicle daily for employment obligations outside of campus. While many Universities restrict Freshman or Sophomore access to campus they provide a remote alternative for these students via a football stadium lot and shuttle system.

The committee was asked to think about this in more depth and be prepared to discuss it in more depth at the spring meeting.

- Utilization of the Prospect Garage. Lot 80 is scheduled to be sold in the next 4-6 months eliminating approximately 75 permits that are mostly used by residents. Should the garage keep the same parker mix (F/S to Resident)? Should we allow more residents and restrict more F/S even though the goal is to provide more utilization, not less?

The committee was asked to think about this in more depth and be prepared to discuss it in more depth at the spring meeting.

- Lot 21 (Located in front of the Music Building) Conversion: CSU Parking recommends converting Lot 21 from a handicap only facility to a short term parking lot. The lot would retain 3 or 4 handicap parking spaces, the ZipCars would be relocated to E. 24<sup>th</sup> Street, and a pay station will be installed. Additional handicap spaces will be dispersed across multiple parking facilities that have direct access to buildings and the interlink. The current utilization of the lot has 75%+ spaces vacant throughout the day.

The committee fully supported this concept.

- Short Term Permit Lot: CSU Parking requested feedback on the concept of creating a short term permit lot. With this concept, a parking facility (not determined) would become a short term facility, meaning that the permit would be valid for up to three

hours. This would allow one facility on campus to experience a much high “turn rate” than others allowing more cars to park on campus.

The committee provided negative feedback and had concerns that this would be too confusing for users. The idea will be reviewed by CSU Parking and more details will be provided for the spring 2015 meeting.

## **8. Other Items**

CSU Parking discussed the following items briefly to update the committee. There was no feedback requested at this time.

- We are developing a system to take control of Rec Center community parking permits back from the Rec Center. Solution would allow for online purchases.
- We are reviewing options that would allow a campus patron to have one “free” citation waiver per year. The system would have the customer complete a parking quiz to receive the waiver.
- License Plate Recognition – A mobile system was launched. We are working on utilizing fixed readers at select locations to deter unauthorized parkers.
- Weekend parking – No longer staff every garage. Use visitor lots.
- Transition to virtual permit
- Pay Station conversion to pay by plate