

Transportation and Parking Committee Minutes
September 10, 2007

Present: Joey Albert, Carolyne Dudding, Mary Finn, Richard McCoy, Steve Mouras, J. Wyatt Sasser, Tom Tucker, Anne Zajac

Meeting was called to order at 10:10. A welcome was given and members of the committee introduced themselves. The process of the committee was explained and noted that approval of policies take time.

Old Business:

Service Vehicle Parking Enhancement Plan – In January, the Parking Services finalized the document and forwarded it to the Administration for review. It has been put on hold until the new Associate VP for Facilities has time to be brief on it. Looking for approval and implementation Fall 2008.

Visitor Parking Plan – It was put on hold due to April 16. The Director of Transportation and Parking Manager will meet the week of September 17-21 with the Vice President for Administrative Services. This plan is being made to enhance the visitors parking experiences and help recover some of the parking costs. Vendors do pay to park. The VBC rates are the same as faculty/staff. Visitors' parking is now free but not efficient.

Right now the Chairman's name of the Parking Appeals Committee is not put on the letters responding to the committee's decision. The emails sent out notifying the appellant do list a reason for upholding the fine. It was decided to leave open the ability of the Chairman to respond if they so decide.

VT Bicycle Policy (Draft Version 4) – The policy was discussed and some changes were recommended. A survey concerning bike, moped, etc. riding on campus will be sent out to approximately 900 randomly selected individuals to get feedback in October. This survey was going to be sent out during April but was put on hold until fall. The draft policy currently proposes for signs installed around campus that will designate Dismount Zones. If the bikes, moped, etc. are park, it is Parking Services that will enforce the laws. On the other hand, if they are moving, it will be the Police Department.

The Parking and Transportation Committee meetings will be held on the second Monday of the month at 10:00 in the Housekeeping Conference Room in the Grounds Building.

New Business: Due to the plans the committee will be working on this year, it was decided not to invite guest speakers in to talk unless they have specific comments on the plans being proposed or if there is a problem that needs to be addressed.

Meeting adjourned at 11:10.

Next Meeting: October 8, 2007.

Respectfully submitted,
Carolyne Dudding, Recorder

Transportation and Parking Committee Minutes 8 October 2007

Present: Carolyn Dudding, Debby Freed, W. R. Flinchum, Richard McCoy, Steve Mouras,
J. Wyatt Sasser, Tom Tucker, Anne Zajac

Meeting was called to order and the Agenda and September 10 2007 Minutes were approved.

New Business:

The committee decided to start approving minutes electronically. Minutes will be sent to members for review with a time limit to make corrections, corrections should be sent to usnavy@vt.edu, corrections will be made and minutes will be resent. A no response will mean approval of the minutes.

Comments from the Staff Association for Facilities Employees were expressed about tiered parking. Their concern was for employees who are classified as emergency personnel being able to get to work if a tier parking system is in place. The University is not looking at tier parking as an option. They may consider satellite parking which will have bus service to campus. If the University is closed and BT is not running, Parking Service does not enforce parking rules except for handicapped spaces, yellow line spaces, designated snow-route spaces, etc. Emergency personnel would be allowed to park on campus even with a satellite parking pass.

A parking garage will cost over \$30 million to build and will have an annual debt load of \$1.7. The Transportation Office is looking in to various ways to fund the parking garage. Next year there will be a remote parking lot put in at the bottom of Chicken Hill.

The Parking Appeals Hearing Committee discussed the need to have student representatives. Parking Services will send a note to the Student Government Association and Graduate Student Association asking for student representative to the Parking Appeals Hearing Committee. Request for representation also presented to Residence Hall Federation. A free parking permit available to those serving on the committee -- must serve before receiving the free permit. It was suggested that the Parking Appeals Hearing policy be changed to include a paragraph that will indicate an "up to number" of how many students, faculty and staff can serve on the Committee.

Old Business:

VT Bicycle Policy – The new draft of the policy should be sent out in couple weeks for review. The Police Department supports riding bikes on sidewalk because their officers ride on them. A map shows dismount areas is being created. This policy will also include moped, skate board, Personal Transport devices regulations. University Policy 5000 needs to be updated. When the Bicycle Policy has been approved, a note will state this policy supersedes all other policies except for the Disability Policy. This Bicycle Policy will not apply to handicap mobility assistance devices. Special vehicles can be parked in buildings like bicycles. Encourage to have them registered. Responsible riding of these vehicles is a must.

Hybrid Vehicles – Fleet Services has ordered 4 Malibu vehicles. E85 gasoline is not an option for us yet. Closest station is outside Richmond. It is a mid-west market. Blacksburg Town and VT are working together to support Biodiesel vehicles.

Meeting adjourned at 11:02.

Next Meeting: November 12, 2007.

Respectfully submitted, Carolyn Dudding, Recorder

Transportation and Parking Committee January 14, 2008 Minutes

Present: Wyatt Sasser, Sue Ellen Crocker for Mary Finn, Richard McCoy
Debby Freed, Thomas Hogdahl for Aaron Bock, Wendell Flinchum, Steve Mouras

Minutes: The meeting was held at the Student Services Building in room 230A at 10:00am on January 14, 2008. The Bicycle and Personal Transportation Device Policy version 13 was reviewed and only one minor change was noted. Item 5 is to be moved to become a bullet under Item 3 and clarify earphones that cover both ears are unlawful. Debby Freed will make the changes and submit version 14 to the committee for voting during our February meeting. If the committee approves this version, it will go to the Vice President for Administrative Services to sign.

It was also noted that Virginia Tech is the only university surveyed by Parking Services that currently does not allow bicycles on sidewalks. The new policy will align us with our peer institutions. There were discussions concerning non-university personnel who skateboard on campus and how to enforce the new policy. It was decided not to include this group in the policy and that VT Police will continue to address the offenders as they currently do now. A question was raised about abandon bicycles. Steve informed the committee that after Spring Graduation, any bicycle left on campus will be tagged. If the owner doesn't claim the bike, it will be removed after several days. Abandon bicycles are sent to Surplus to be sold.

Visitor Parking was discussed. Twenty four out of twenty five institutions surveyed charge visitors to park on their campuses. The Office of Transportation is looking to implement a similar policy as early as 2010. The plan is to have several prime locations designated visitor parking only and will have metered spaces for them to use. Since these spaces will be conveniently located to key buildings the fee would be structured so as to discourage eligible permit holders from wanting to use the space.

The meeting was concluded at 11:00am. The next meeting will be on Monday, February 11, 2008 at 10:00am in 230A, Student Services Building.

Submitted by: Wyatt Sasser

Transportation and Parking Committee February 11, 2008 Minutes

Present: Mary Finn, Wendell Flinchum, Richard McCoy, Doug Nelson, Tom Tucker, Anne Zajac
Excused: Steve Mouras, Wyatt Sasser
Guest(s): Deborah Freed, Alternative Transportation Manager (Office of Transportation)

Minutes: The meeting was held at the Student Services Building in room 230A at 10:00am on February 11, 2008. Vice-Chair, Tom Tucker, call the meeting to order at 10:05 AM.

The agenda was accepted as written. The minutes of the January 14, 2008 meeting of the committee were approved electronically. The question was raised if a quorum of the committee was present to allow business to be conducted. What constitutes a quorum for this committee? Are ex-officio members counted for purposes of calculating a quorum? There being no by-laws for this committee defining these issues, those present agreed to proceed with the discussions.

The first agenda item discussed was the proposed Bicycle and Personal Transportation Device Policy. A question of the relationship of this new policy to the section in policy 5000 relating to bicycles was raised. It was noted the policy 5000 should be revised to reference this new policy. The point was raised that the proposed policy was an administrative policy which would be forwarded through the Office of Transportation to the VP for Administrative Services for Approval. By show of hands, all the members present agreed that the committee had provided all the input on the draft policy which was appropriate. The next step would be for the Office of Transportation to forward the policy for administrative review and approval.

The second agenda item for discussion was the Proposed Visitor Parking Procedure. It was recommended that this item be tabled for a future meeting due to ongoing review of peer institutions visitor parking policies. This item will be discussed at a future meeting once more comprehensive data is available.

There being no other business before the committee the meeting was adjourned at 10:25AM. The next meeting is scheduled for March 10th, 10:00AM, in room 230A of the Student Services Building.

Transportation and Parking Committee March 10, 2008 Minutes

- Present: Steve Mouras, Richard McCoy, Tom Tucker, Anne Zajac, Wyatt Sasser
- Guest: Hilary West, Communication Coordinator for the Office of Transportation
- Minutes: The meeting consisted of general conversation on several areas of interest.

Alternate Transportation: Vanpooling is a new program (it has been out for over a year) where 6 or more people sign up to rent a van from Fleet Services. They are responsible for the rental fee plus gas. By dividing the cost with the rider-ship the individual cost is a lot less than what people would pay to take their vehicle to work. Besides the transportation savings the riders would not have to purchase parking permits. As permits costs increases the savings would be passed to the vanpoolers. Giles County is the second largest employment area for the university but no one is taking advantage of the vanpooling program.

Smartway Bus. This program has been available for several years. It is a partnership with Blacksburg Transit and Virginia Tech and provides low cost bus service between Roanoke and the campus. It had a slow start but as the cost of fuel increased so did the rider membership. Last year there was a 12% increase and more is expected for 2008. The Smartway program is a success.

Parking Garage and Permit Fees: In approximately two years our first parking garage project should be started. The cost of the project will be upwards toward the 30 million mark and will be the responsibility of Parking Services to fund and maintain. With this large debt loading parking permits must increase and the figures being mentioned are in the hundreds per year. We were told to expect permits costs in the neighborhood of \$300 – \$500 in the next five to seven years. These prices will put us in line with our peer institutions fees. At today's prices, it costs approximately \$3000 per parking space to build a paved surface lot (this is what we currently have on campus). A parking garage will cost somewhere between \$15,000 and \$17,000 a space. Neither the university nor the state supports parking and the sole revenue resources Parking Services has are permits and parking tickets. It was stated as permit fees and gasoline increase,

permit holders may be enticed to review alternate means of transportation or parking solutions to combat the higher costs. Parking Services has programs in place that could help.

Our next meeting is scheduled for April 14th. Since it's two days before the April 16th Day of Remembrance, it was decided to move the meeting to another day. During the April meeting a Chair and Secretary will need to be appointed for next year. An email will be sent to the membership soliciting nominations and meeting dates.

There being no other discussion the meeting was adjourned at 11:00am.

Transportation and Parking Committee Minutes
9 April 2008

Present: Carolyn Dudding, Mary Finn, Bo Frazier, Steve Mouras, J. Wyatt Sasser

The meeting was held at the Student Services Building in room 230A at 10:07 am on 9 April 2008.

A question was asked about freshmen bringing cars on campus. It is a policy decision that was approved by senior management and will continue to be allowed.

Issues and Questions from CUS were discussed:

- Permits going up
- Building Parking Garage (Each garage will cost ~ \$20-\$30 million)
- BOV has not given finally approval for the parking deck
- Two revenues to pay for Parking Services (employees, parking lots, parking decks, etc.) – tickets and parking permits
- Public is charge for football parking
- SmartWay Bus does not run on Sundays
- Building a Parking Garage will add cost to parking permits

All three members at this meeting (Carolyn, Mary, and Wyatt) will rotate off after this meeting. Wyatt did agree to set a meeting next fall and have the members of committee at that time choose a Chairman and a Secretary.

Parking Services will monitor Engel Parking Gate. There are occasional traffic jams if inappropriate cars attempt to get in through the gate and must back out.

Parking on Kent Street from last Faculty/Staff sign to top is still Faculty/Staff Parking. Parking Services will install another sign closer to the top.

Steve thanked Mary, Carolyn and Wyatt for their service on the Parking Committee.

Meeting adjourned at 10:50 am.

Respectfully submitted.
Carolyn Dudding