

PARKING ADVISORY COMMITTEE MINUTES

February 26, 2015
TOPP Room, Administration Building

The meeting was called to order by Chief Roseann Richard at 4:20 p.m.

Present: Members: Tegan Church (for Derek Santos), Isidro Farias, Marc McGee, Dinesh Pinisetty, Roseann Richard, Matt Saxton, Roger Scranton, Ana Spinola
Cadet Guests: Dana Conrad, Lydia Nelson, Andrew Snyder, Cory Wangeline

Not Present: Mike Sablich

Old Business:

I. Minutes for 01/22/15 and 02/05/15

Ana motioned to approve the 1/22 minutes; Dinesh seconded the motion; motion carried.
(Yes: 6; No: 0; Abstention: 1)

Marc motioned to approve the 2/05 minutes; Matt seconded the motion; motion carried.
(Yes: 6; No: 0; Abstention: 1)

Minute sets are published on this web page: www.csum.edu/web/police-services/parking-committee.

II. Update on Proposal to President Cropper

The President is pleased so far with the use of Lot 'O' with light pole generators for evening Athletics events. We will eliminate fencing and add bollards. Lot 'O' will be available soon for use in the day plus use in the evening with light pole generators to 10 p.m. Due to safety concerns, the President expressed a preference to convert Lot 'N' into green space instead of a temporary parking area. Proposal sign-off by President Cropper is still pending.

New Business:

I. Replacement Permit Fee (Increase)

Our current CM replacement permit fee is \$10 per occurrence; each occurrence requires the filing of a CM Police Report. To determine whether or not we should raise permit replacement fees for CM long term permit holders, CM Police / Parking staff surveyed other CSU campuses on current replacement permit policies and fees. Responses were compiled into the 'Replacement Permit Fee'

sheet¹ and handed out to committee members for review. After discussion, Matt made the following motion:

Maintain the current \$10 replacement permit fee (no changes).

Roger seconded the motion. The motion carried. (Yes: 7; No: 0)

II. Reserved Spaces for Admissions – Marc McGee

Admissions will be moving its office location to the former Dining Hall on lower campus. Per Marc, since Admissions currently generates most daily visits on campus, lower campus parking will be affected to some degree. To better understand what Admissions visitors go through, Marc explained the current process of scheduling an Admissions visit and tour:

Visitors arriving in unfamiliar territory must first find a place to park. Once they are able to find a viable parking space, they eventually make their way to the Admissions Office at the top of Faculty Drive. Admissions issues a parking permit at no charge; the visitor then walks back to the vehicle to display the parking permit in the dash. The visitors then go on a tour. After the tour, some may leave; others may stay for 1.5 hours and possibly have lunch on lower campus. Traditionally, Admissions offers weekday morning tours when student tour guides are readily available. Tours usually are completed by 12 noon; guests may grab lunch around 1 p.m.

Admissions added tours on weekday afternoons (not as popular) and on Saturdays (very popular). To track visits to campus, Marc maintained a graph with peaks (especially in April) and lows over a 12 month period from 2013 – 2014. From this graph, Marc presented the following:

- CM has received a total of 2400 Admissions visitors over this 12 month period. Drivers are parking in Lots 'A' and 'B'. Admissions typically distributes parking permits at no charge to their guests; Admissions guests and the Admissions Department have not been required to pay for these parking permits, as they currently are provided at no charge by CM Police / Parking.
- A group of 40 – 60 persons typically represents a school group arriving via bus. We now are able to utilize Lot 'O' for bus parking.
- Since 2014, we have welcomed 400 new first-year students and 60 to 70 new CM employees; these numbers further impact parking availability across campus.

The Admissions Visitor Entrance Dream Idea and Proposal²

- Due to current parking demands, availability in Lots 'A' and 'D' is already challenging.
- The Admissions ideal dream is to have the ability to set aside parking spaces for those times when families visit Admissions and the CM campus.
- Admissions proposes sharing an area with VIP guests to provide parking spaces when needed for these family groups, as follows:
 - Per the photo³, allocate five parking spaces with drop-in sign holders that can be reserved for families on weekdays from 8 a.m. to 11 a.m.
 - After 11 a.m., open up the spaces to everyone (VIP guests, etc.)

¹ See page 4 for the 'Replacement Permit Fee' handout provided by Police/Parking.

² See pages 5 and 6 for the Admissions Proposal provided by Marc McGee.

³ See page 6 for the photo.

Committee members raised the following questions and concerns:

- How do faculty members feel about losing more parking in Lot 'A'?
- Will displaced faculty and staff put further demands on Lot 'D'?
- With further demands on Lot 'D', how will we manage to support Dining Center parking requests from CM Conference and Events, Foundation, etc.?
- Police / Parking already gives away plenty of free parking permits and perks. How does this idea impact the parking budget? Will Admissions and other departments using these spaces pay for these parking spaces proposed by Admissions?
- Rather than putting in permanent poles, can we test this idea on a trial basis?
- How will the reservation of these spaces work, especially if shared with VIP guests? Who will coordinate and manage competing Admissions and VIP interests for these spaces? This piece alone will require a test period to figure out a process.

The CSU survey handout called 'Admissions Request for Parking Perks'⁴ was distributed during this meeting. Due to time constraints, review of this handout is tabled for the next meeting.

III. Presentations for the Next Meeting set for Thursday, March 26th, 4:15 p.m. – 5:15 p.m.

In addition to continued talks on reserved spaces for Admissions:

- Committee Member Matt Saxton will present the topic of *Commuter Student Parking*.
- Cadets Lydia Nelson, Andrew Snyder, and Cory Wangeline will present their student project involving a *Parking Counter* for Lots E & F. Today, the student team offered a brief demonstration via PowerPoint. More details will follow at the next meeting.

Adjournment:

Matt made the motion to adjourn. Isidro seconded the motion. The motion carried. (Yes: 7; No: 0)

The meeting adjourned at 5:25 p.m.

Respectfully Submitted,
Ana Spinola

⁴ See page 7 for the 'Admissions Request for Parking Perks' handout.