TRANSPORTATION and PARKING COMMITTEE
April 27, 1998

Present: Pat Ballard, Becky Brim, H.P. Caldwell, Jennifer Gibson (Undergraduate Representative), Curtis Lynch, Deborah Mayo, Steve Mouras, Bruce Obenhaus, Wyatt Sasser, Cliff Shaffer, J.B. Sutphin, and Terry Wildman

The April meeting of the Transportation and Parking Committee was called to order by chair, Cliff Shaffer.

Announcements: Cliff asked the TPC Committee if it was their desire to have a May meeting. After some discussion it was agreed to meet on Monday, May 18, 1998 at 3 p.m. in Newman Library.

Approval of January 26, 1998 minutes: On motion by Steve Mouras, seconded by Terry Wildman, and by unanimous approval by those present, the January 26, 1998 minutes were approved.

Approval of February 23, 1998 minutes: On motion by Steve Mouras, seconded by Wyatt Sasser, and by unanimous approval by those present, the February 23, 1998 minutes were approved.

Due to scheduling conflict and noted absences of various committee members the March 1998 meeting was cancelled.

AGENDA ITEMS:

Parking Services Budget. At the request of Pat Ballard on behalf of Spencer Allen, Steve Mouras was asked to share the fiscal year 1998 budget for the Parking Services Department. Steve shared copies of this budget with the committee and explained in detail expenditures and revenues. Cliff asked Steve to provide another copy of this budget to the committee and reflect in this budget the "reserve value dollars" and projected cost of renovating the Visitor's Center.

Policy for Signing Lots. At present there is no specific policy and this is being investigated. Issues and problems related to leased property, off-campus locations other than the "main Blacksburg Core campus" come into consideration, enforcement issues, equity to all Virginia Tech employees, etc. Currently, Tech employees in the vicinity of the core campus that work out in the areas of the Corporate Research Center, Kmart/Printing Plant, Plaza One Complex, Faculty Street, etc. are not required to have a parking decal. It is the employee's choice to purchase a decal and employees who travel to the core campus extensively are encouraged to purchase a decal.

Status of Focus Groups on Parking Services, etc. Steve Mouras reported that Stephen Van Aken is and has been conducting focus group interviews with the graduate and undergraduate students. Plenty of volunteers from the classified staff are willing to participate and fewer than five from faculty have volunteered. Reviewing the Parking Survey. Once input has been incorporated from the outcome of the focus groups - the parking survey can once again be reviewed and annotated before distribution to the university random populace. Steve shared with the committee a timeline for the completion of the focus group sessions and
the administering, distribution, and analyzes of the survey. Cliff requested that the committee be provided with a more updated version of the survey than what was brought to the table today. Once Cliff receives this updated version he will distribute for additional comments and review.

Other agenda items:

Wyatt Sasser brought the elimination of parking spaces in the area of Engel Hall with the upcoming commencement activities to the attention of the Committee. Basically the question was asked who decides or what is the driving force to close off a parking area and especially near the time of a university activity such as commencement. J. B. and Steve explained that once the contract was signed the contractor is essentially under a deadline. The deadline for the new dormitory - Harper Hall is slated to open in the Fall of 1999. A two to three-week delay would greatly impact whether the dorm would be completed and available for occupancy by the students by August 1999 - all of which to say is the decision to begin construction is revenue driven. It is more important to have the dormitory available to the students on time than to have a delay for the convenience of commencement participants.

There being no further business the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Becky Brim

To Do List

Steve to provide a revised copy of the 1998 Parking Services budget. Everyone to review the latest iteration of the proposed Parking Services Survey provide any comments or suggestions to Cliff. Anyone that can provide some faculty names to Steve for participation in focus group interviews.

To keep the Committee focused and as a reminder of the purpose the following will always be a part of the monthly minutes.

Transportation and Parking Committee

Members are selected from a cross section of the university population (faculty, staff, students, and parking administration) to be informed regarding the transportation and parking function and when appropriate to express special needs or problems for their constituents. Members of the committee should also be briefed on significant changes and future plans regarding transportation and parking systems and rules. Members of the committee may make recommendations regarding transportation and parking.

Recommendations should first be made to the parking manager and
subsequently to the Commission on University Support if deemed appropriate.

Meetings are called at the discretion of the committee chair to discuss issues and to be updated by transportation and parking representatives.

Dept. of Parking Services
Budget for FY 98

**EXPENSES**

**Variable Expenses**

- Salary, Wages & Fringes: 587,000
- Phone, Maint., Travel, Contracts, Equip.: 209,000

**Irreducible Expenses**

- Utilities, Insurance, Security, Admin Changes: 76,000
- Debt Service: 496,000
- Physical Plant Services (grass, landscape, snow, paint, sign): 140,000
- Summer Paving Program: 120,000
- BT F/S Ridership: 50,000

**One Time Projects**

- Wright/Solitude Lot: 92,000
- Caldwell Lot: 76,000

**TOTAL**

1,846,000

**REVENUES**

- Registration: 784,000
- Fines: 885,000
- Meters: 57,000

**TOTAL**

1,676,000

**GRAND TOTAL**

(1,676,000 - 1,846,000) -120,000 (deficit)