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

Announcements: Cliff announced the remaining meetings of the TPC Committee (for February, March, April and May) would be held in the conference room of Newman Library (sixth floor). Meetings will be held on the fourth Monday from 3 to 5 p.m.

Approval of December 18, 1997 minutes: On motion by J.B. Sutphin, seconded by H.P. Caldwell and Wyatt Sasser, and by unanimous approval by those present, the December 18, 1997 minutes were approved.

AGENDA ITEMS:

Mr. Wyatt Sasser brought to the attention of the Committee the following two concerns

Bridge on Duck Pond Drive nearest to West Campus Drive. The immediate concern is to protect the bridge and to minimize the apparent damage incurred when vehicles do hit the bridge. (Note: There are two bridges on Duck Pond Drive and it is believe the bridge nearest to West Campus Drive has been the bridge that has sustained the most accidents over time.) After lengthy discussion, J.B. Sutphin stated that the roadway and the conditions thereof meet the Virginia Department of Transportation (hereafter referred as VDOT) minimum standards. It was also noted that although the roadway is on University property it is maintained by VDOT. It is also in the University Master Plan to eliminate the current configuration of this intersection (West Campus Drive/Duck Pond Drive) from a Y intersection into a T. Included in the Master Plan is to widen Duck Pond Drive (try to make the road less curvy) when a new Club House and facilities are built. Again, this can only be accomplished when funding is available. In the interim, Mr. Sutphin will check with VDOT to get approval for the University to install a post to deflect vehicles from actually hitting the bridge.

Layout of turning lanes on Southgate Drive/Rt. 314 onto Spring Road and Tech Center Drive. Mr. Sasser demonstrated that vehicles traveling towards Route 460 have to stay in the left turn lane at the intersection of Spring Road and Tech Center Drive. Vehicles headed west either have to turn right (Right Only) onto Spring Road and the vehicles desiring to go straight have to be in the left lane whereby traffic backs up if a vehicle in fact wants to turn left rather than go straight. Mr. Sutphin explained with support from H.P. Caldwell that this was purposely designed this way to SLOW vehicle traffic down. It was also noted that the speed limit in this specific area was 25 MPH although as a vehicle
travels westward toward Rt. 460 the speed increases to 35 and then slows down as a vehicle approaches the stoplights on Rt. 460. Mr. Sasser knew of one accident in this location and stated that this concern had been brought to him and he wanted to demonstrate to the Committee this awareness. Mr. Sutphin stated that it was in VDOT's Master Plan to widen this access. As to when this would occur, when funds become available through VDOT. It was suggested that perhaps signage to indicate the flow of the traffic pattern at this intersection would be helpful. Mr. Sutphin will make inquiry to VDOT.

Status on draft survey regarding campus-wide perceptions and preferences regarding transportation and parking issues for the University populace: After a very lengthy discussion it was agreed to have the following three subcommittees:

"Expert Input" Terry Wildman, J. B. Sutphin and Cliff Shaffer to review the University Master Plan and to contact possible "experts" within the University community that can either provide insight or work with the TPC to examine the future parking/architecture of the campus.

Focus Group Mary Thompson, Chairperson along with Wyatt Sasser, Curtis Lynch, and Jennifer Gibson to develop guidelines/formats/questions for conducting "focus group sessions" to obtain feedback from the University community as to the future direction of transportation and parking on site.

Survey Instrument Steve Mouras, Chairperson along with Pat Ballard, Becky Brim, Deborah Mayo, and Mary Thompson to develop a broad survey instrument that would be perinent to students, staff, faculty and visitors to educate as well as obtain information (feedback) as to the future needs/demands of parking issues.

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

Respectfully submitted,

Becky Brim

To Do List

J. B. Sutphin to talk with VDOT officials about the university installing a post or posts at the bridge on Duck Pond Drive/West Campus Drive. J.B. Sutphin to talk with VDOT about signage as to traffic flow pattern at the intersection of Southgate Drive, Tech Corporate Drive, and Spring Road. The three subcommittees to meet and make recommendation at next TPC meeting as to how to proceed with the future Transportation and Parking needs/demands that the University will face in the very near future.

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.