1. **Call to Order**  
   In attendance were voting members: Melinda Kane, Bill Edwards, Marcus Silver, Gary Overton, Kim Holley, Gary Vanderpool, Jessie Overton Taub, and Ira Lawson; and non-voting members: Bill Koch, John Gill, Deb Garfi, Karen Mizelle, and Johnnie Eastwood.

2. **Welcome**  
   a. Chairperson Jesse Taub welcomed the Committee

3. **Old Business**  
   a. **Transit Report – Wood Davidson**  
      i. Wood Davidson was not in attendance
   
   b. **Parking Report- Deb Garfi**  
      i. Deb Garfi reported that the 14th Street lot project was complete, and that it will be opened with a ribbon cutting ceremony the week students return from break. The project has approximately 200 spaces and was also entered into a design competition.

      ii. Deb also reported that the Pay by Space Station has been installed which replaced 58 meters, and it was working well.

      iii. Deb mentioned the formation of core and focus groups to aid in the Bicycle Masterplan. She reported that an application for ECU to be a Bicycle Friendly campus will be submitted.

      iv. Deb also reported the rollout of WeCar for Business use. WeCar now has 3 locations on campus, including the Health Sciences Campus.

      v. Johnnie Eastwood reported the rollout of new sign designs to replace the old wordmark logos in the B1 and A2 zones.

4. **New Business**  
   a. The P&T Committee discussed Parking Permit fees for fiscal year 2013-14. Deb reported that the BOT will meet in February and that parking will request a 3% increase yearly in the fees. She provided a preliminary draft of the projected budget needed for fiscal years
2014-2020 as well as a comparison between scenarios of different percentage increases. Possible additional revenue ventures were discussed to aid in the design phase of the parking garages.

b. Quarterly Meetings were also discussed versus monthly meetings. The motion was made by Jesse Taub and seconded by Deb Garfi to change the dates the committee met to quarterly so that meetings would be held in the months of January, April, July and September. The vote was unanimous.

5. Open Comments
a. Melinda Kane commented that the individuals that park near Brewster will have discrepancies having to pay the increase in fees when they would never use the garages. Deb Garfi provided an explanation that the fees increase covers other expenses as well such as for continued maintenance of the flat lots that they will use. Deb added that the increase will also help pay for TDM programs as well as installation and maintenance of more pay by space stations which will be beneficial to the entire community.

b. Jesse Taub suggested allowing anyone with a permit to park in the garages after certain hours such as in the flat lot zone restrictions as a possible incentive to support the increase in fees.

c. Bill Koch reported that the lot in front of Christenbury will be redesigned, and that they are looking into making the main transit hub near or part of the Student Union garage.

6. Adjournment