ECU Parking & Transportation Committee Meeting
Meeting Minutes
Wednesday, February 18, 2015
Mendenhall Student Center - Room 212 at 3:30 p.m.

1. **Call to Order**
In attendance were voting members: Ray Hylock, Bill Edwards, and Gary Vanderpool; and non-voting members: Deb Garfi, Johnnie Eastwood, Amy Proseus, Curtis Hayes, Liz Johnston, and Ashley Cox. There were also 2 guests present: Jane Steele from P&T and Justin Eastwood from Facilities.

2. **Welcome – Deb Garfi**
   a. Deb Garfi welcomed new committee members and went over the Charge of the Committee.
   b. The minutes for the last meetings in January 2014, April 2014, and October 2014 could not be approved because there were not enough voting members present. There have not been enough voting members in the past 4 meetings – this meeting included.

3. **Reports**
   a. **Transit Report – Amy Proseus for Wood Davidson**
      i. Amy reported that in the Fall of 2014, transit had 1.3 million bus passengers and 5300 Safe Rides given. There were 510,000 miles driven and 149 total Motor Coach trips in the 3 new busses – 60% were from Athletics.
   b. **Parking Report - Deb Garfi**
      i. Deb went right into the new business items of the agenda.

4. **New Business**
   a. Deb introduced Justin Eastwood from Facilities. She explained that he had a couple issues he wanted to present to the committee: 1. having to purchase two separate permits, one for his car and one for his motorcycle and 2. Adding more motorcycle spaces to the back of Aycock.
      i. Justin said he represented about 15 other employees that also had motorcycles who wanted to know if there was any way to link a regular permit to a motorcycle permit so that they didn’t have to pay for 2 separate permits. If not, he suggested P&T at least discounted the price of one or the other.
         1. Deb mentioned that this issue had been brought up before and because of the nature of the type of the motorcycle permit, it cannot be transferred to a car. She also explained that the motorcycle permits are made not to be transferable to deter theft. In addition, P&T charged separately because it would be possible to have
both permits on campus at the same time so P&T allows only 1 vehicle per permit to prevent misuse.

2. Deb also made everyone aware that other universities do not give discounts. They sell separate permits for motorcycles and cars as well.

3. Deb further explained that P&T had considered discounting the motorcycle permit if they have a regular permit, but any discounts would have to be approved by the BOT. She also said that it has to be brought before them in a form of a pricing package, not a standalone item.

4. Liz Johnston asked why they couldn’t be registered under a regular permit.

5. Deb explained that there were space limitations and reiterated about the nature of the motorcycle to deter theft.

6. Deb then asked the committee if they saw the logic in what Justin was asking – having a discounted price for motorcycle permit if they already had a regular car permit.

7. Liz said she thought it would be a good idea to discount the motorcycle permit to encourage people to be more environmentally friendly.

ii. Justin then explained his second issue. He noticed that there were 5 spaces next to the motorcycle parking area currently behind Aycock that he felt were hardly ever used, so he wanted to know if P&T could turn those 5 spaces into motorcycle parking instead.

1. Deb referred Justin to talk to Johnnie Eastwood about that.

b. Deb then introduced the P&T appeal coordinator, Jane Steele, to the committee. Deb explained that P&T is having issues with the appeals process and would like the committee’s input on whether or not to change procedures.

i. She went on to further explain that in the past, P&T had tried using the appeals as an educational tool. They had gotten very loose with decisions to the point where 80% of the appeals were thrown out. At this point, P&T feels students are abusing the appeals process and it has become too labor intensive to continue basing the appeal decisions with the current procedures.

ii. Jane handed out and went over a document showing information where she conducted a survey that compared ECU’s appeals process with 7 other universities. It showed that ECU was way too lenient compared to the others.
iii. Jane explained that there were only 2 reasons why appeals were considered by other universities – 1. If they were not in violation or 2. If it was for circumstances beyond their control.

iv. Deb wanted feedback from the committee on what they thought about us tightening up on the appeals process to mimic the only 2 reasons why other universities would consider appeals. She mentioned that P&T wanted tickets to mean something again, because they were no longer getting good results.

1. Bill Edwards asked if the appeals committee reviewed the appeals and what criteria they went by. Jane explained that she reviewed the appeals, not the appeals committee. She further explained that the committee only reviewed those decisions by her that were refuted. She also explained the criteria she was using for decisions.

2. Gary Vanderpool asked if it would affect patient parking appeals. Deb said none what so ever.

3. Liz Johnston asked what steps P&T had to go through to be approved to change the procedures. Deb said it could just be approved internally through their office, but she wanted the committee’s opinion before a final decision was made. Liz said she was ok with it because she is all about compliance, and she felt people should follow the rules or face consequences. She also added that she believed students have come to be reliant on getting away with things.

4. Curtis Hayes asked how P&T would implement it – case by case or some other means. Deb said P&T would pass the changes out to all the new students when they get their new permits and that we would post it on our website.

5. None of the committee members then had any objection to tightening up the procedures.

c. Deb let the committee members know who didn’t know about the university’s award and recognition from the American League of Bicyclists. She also referred to a handout about bicycle service tools and proposed bicycle shelter locations. She asked the committee if they thought it was a good idea or not to pass the locations and shelter ideas on to facilities.

   i. Everyone agreed it was a good idea.

d. Deb next referred to another handout on the estimated parking impact due to the construction of the new student center and garage.

   i. Knowing that 450 spaces are going to be taken away due to attrition, P&T has been not offering any A1 permits to anyone on the A1 waitlist.
ii. Through lot counts, P&T estimates that of the 450 spaces that are going to be taken away 200 are mostly used throughout the day. Those 200 spaces will need to be re-located to the B1 lot on 10th and Cotanche. That lot will, thus, be turned into an A1 lot and the B1 permits will need to move to the B1 lot that is rarely ever full on the corner of 9th Street and Evans.

iii. 225 spaces will be lost to sidewalks, and 350 will be permanently lost because that’s where the garage/student center will be built. Total’s 575 spaces lost with a gain of only 125 spaces when the garage is actually built.

iv. Deb explained that the reason she presented this to the committee is because she during the committee meeting in April 2015, the committee will have to make a lot of decisions about these impacts so she wanted them to be aware of some of those things beforehand.
   1. P&T would no longer be able to accommodate event parking on main campus.
   2. C permits will have to stay at Minges after hours instead of being allowed to park on main campus after hours
   3. Transit, Safe Ride & Police collaboration with P&T will be increasingly important due to increased demands and the need for people to feel safe
   4. Deb let the committee know that P&T would have a list of things the committee needed to review in the April meeting that will be given to them prior to the meeting.
   5. Since construction would start in the fall, P&T needed to have the plans in process before school starts - so Deb re-iterated the importance of everyone attending April’s meeting.

5. Old Business
   a. Election of Chair
      i. Deb Garfi asked for volunteers for P & T Committee Chair since one still hadn’t been appointed due to lack of enough voting members being present.
         1. Had to again table because there weren’t enough voting members
         2. Deb asked for advice from the committee members that were present on what they thought she should do differently to get people to attend more meetings.
            a. Liz said maybe try to get folks higher up to force the members to come since they made the commitment to be there and were not following through with that commitment
         3. Liz then volunteered to be Chair
4. Curtis Hayes asked if it was established whether or not someone could come in the member’s place.
5. Liz asked if it would affect voting – could they sub vote for them?
6. Deb wasn’t sure of the answers to Curtis and Liz’s questions but said she would find out and let them know at the next meeting

6. **Open Comments**
   a. Bill Edwards asked if the satellite parking annex was relocating.
      i. Johnnie Eastwood told him it will be disappearing.
      ii. Deb added that the satellite office will be closed in March until the new union on the HSC is built.
      iii. Bill wanted clarification that there wouldn’t be an available parking office on the HSC campus.
      iv. Deb clarified that there was a lot of money invested in that office, but there was not a lot of customers so P&T felt it was best to close that office. She added that P&T was still willing to work with him individually if services are needed.

7. **Adjournment**