University Transportation Committee
April 5, 2010

Present:
Jim Angelosante, Health Sciences Administration
Scott Baebler, Intercollegiate Athletics Representative
Sara Brydges, Commuter Services
Deborah Costar, HFS Director
Laura Davenport, SEIU 925 Representative
Peter Dewey, Facilities Services Representative
Elena Fox, Guest, Transportation Services
Jean Garber, Member-At-Large
Celeste Gilman, Commuter Services
Josh Kavanagh, Transportation Services Representative
Reed Keeney, Guest, Commuter Services
Steve Kraus, Guest, WSNA Representative
Miranda Leidich, South Lake Union Representative
Luther Martin, WFSE Union Representative
Chris McDivit, Guest, Commuter Services
Madeleine McKenna, ASUW Representative, Ex Officio
Colin Morgan-Cross, GPSS Representative
John Schaufelberger, Faculty Senate Representative
Eric Shellan, ASUW Representative, Ex Officio
Lauren Tarte, ASUW Representative
Chuck Tresser, Faculty Council on Univ. Facilities & Services
John Vinson, UW Police Representative
Matt Weatherford, PSO Representative
Jean-Paul Willynck, Guest, Commuter Services
Mariann Woodland, Guest, Commuter Services

Absent:
Maiana Curran, GPSS Representative
GPSS Representative (Vacant)
Jeanette Henderson, Real Estate Office Representative
Pamela Jordan, Faculty Senate Representative
Charles Kennedy, Associate Vice President of Facilities Services
Daniel Kraus, Member-At-Large
April R. Millar, WSNA Representative
Chris Paredes, ASUW Representative
Patty Riley, UWMC Representative

Minutes accepted, not approved by the UTC
Commuter Services Rates
Changes to UW Community-Personal/Personal Limited Use
Night Permit Timing

Mr. Kavanagh refreshed the committee that a previous decision was made to align the annual and quarterly Night Permit start time to 5:30pm. However, after receiving feedback that a later start time would negatively affect a large number of staff, the decision has been revised. The Night Permit will continue to start at its regular time of 4:00pm. Mr. Kavanagh proposed a motion to approve this change, Ms. Davenport moved the motion, and Mr. Dewey seconded the motion. All committee members voted in favor of continuing to start the Night Permit at 4:00pm.

Retiree

Mr. Kavanagh reminded the committee that a decision was made last year to raise the retiree gatehouse rate of $1.00 per day. However, because a retiree simply presents their retiree card at a gatehouse in order to receive that parking rate, it was unclear which department should be billed the higher rate. It was finally discovered that the Retiree Office lost their budget during the cuts last year and that the retiree budget is in the process of being transferred to the Alumni Office. The ownership of the retiree budget is incredibly dynamic at the moment. In light of that fact and because it would be nearly impossible to make a change at this point in time given the current state of their budget, Mr. Kavanagh proposed keeping the retiree gatehouse cost the same as the current practice of $1. He admitted that the fee does need reforming and assured the committee that a change will be pursued when the time is appropriate. Mr. Kavanagh proposed a motion to accept this decision. Mr. Schaufelberger moved the motion and Mr. Weatherford seconded the motion. Mr. Dewey abstained, Steve Kraus, the UW Medical Center WSNA local chairperson, voted in opposition, and all other committee members voted in favor of the continuation of the current retiree rate.

Regents

Mr. Kavanagh informed the UTC that gratis Regents parking is one of a few forms of compensation for their volunteer work for the UW community. Mr. Dewey reminded the committee that Regents parking is not the only form of complimentary parking given on the UW campus. For example, commercial deliveries are also given complimentary parking but they are absent from this rate category. Mr. Kavanagh responded that he suspects commercial deliveries are bound by the WAC and added that he expects to see them considered in future discussions. Mr. Weatherford asked if the Regent’s permits are paid for by Transportation Services. Mr.
Kavanagh responded that yes, they currently are. Mr. Weatherford countered by asking if there was talk of transferring the cost of Regents parking to a different department. Mr. Kavanagh answered yes and said that he suspects a transfer will happen in the future. Ms. Davenport asked if the committee could be educated about the different groups identified in the WAC to receive free parking. Mr. Kavanagh said he thought that was a good idea and stated that information regarding that will be presented during May’s UTC meeting.

**NightRide**

Mr. Kavanagh reminded the committee that the topic of the NightRide Shuttle was brought to them approximately one and a half years ago when the student governments were unable to provide funding for the IMA loop. The service to the IMA was restored at the beginning of Fall Quarter, bundled within the NightRide Shuttle east route. It was also decided to revive the historic rule of charging $1.00 per ride for non U-PASS members using the shuttle service. Mr. Dewey asked where the tickets for the shuttle will be sold when the HUB closes for remodel. Mr. Kavanagh told the committee that tickets will continue to be sold at the IMA, Commuter Services, and the HUB’s temporary location. Mr. Kavanagh then proposed a motion to continue to charge a fare of $1.00 for use of NightRide by non U-PASS members. Ms. Davenport asked if the shuttle program is sustainable with the current Commuter Services rates. Mr. Kavanagh explained that it is sustainable coupled with the U-PASS program but is not sustainable standing alone. Ms. Davenport then moved the motion and Mr. Schaufelberger seconded the motion. Mr. Dewey abstained, Ms. Garber opposed, and all other committee members voted in favor.

**UW Community-UW Business & UW Vehicles**

Mr. Kavanagh explained that UW departments have the option to pay for a specific parking space to be set aside for either their visitors or their department vehicles. This parking space is then offered complimentary to the visitor by the purchasing department but not by Transportation Services.

Departments also have the ability to request an “Out of Area” permit from a gatehouse in order to move a vehicle around campus. Mr. Kavanagh told the committee that in order to streamline the Commuter Services product line, Commuter Services proposes to discontinue the “UL” designator from parking permits. Mr. McDivit elaborated that “U” and “S” designators will still be available and are optional additives to permits where an “Out of Area” designator is not an additive.

Mr. McDivit also added that in some cases, departments do not pay Fleet rates because they have either bought or rented a vehicle on their own. Mr. McDivit further explained that the Reserved Rate is specifically designed for UW departments that want a particular parking space reserved...
for an individual vehicle. Ms. Davenport asked for clarification on the difference between the two University Owned/Operated Vehicles categories. Mr. Kavanagh suggested that it may be a mislabeled item and proposed that the latter item be renamed Reserved Parking Space. Ms. Davenport continued that she is confused about the new rate, Annual University Owned/Operated Vehicles. Mr. Kavanagh replied that it is actually not a new category. However, departments are increasingly acquiring vehicles through outside vendors rather than through Fleet Services. Historically, those vehicles have been using campus parking resources but have not been contributing to campus parking funding. Ms. Davenport inquired about the military vehicles that park around Clark Hall and asked which category they would fall into. Mr. Dewey answered that a number of departments are in possession of Federal vehicles which have been acquired for the UW by the Federal Government for use around campus. Ms. Davenport added that the vehicles that park around Clark Hall are either military or Federal and have never, in her recollection, paid for parking. Mr. Kavanagh replied that he is unaware of any agreement with Commuter Services regarding free parking for those vehicles. Ms. Davenport is concerned because there has not been a discussion regarding parking with the Colonels and Commanders in charge of the programs to which these vehicles are assigned. She would like to have such a discussion before the committee votes on this subject. Mr. Kavanagh said that as long as the committee is comfortable deferring the vote on this topic, it can be postponed until the next UTC meeting so that Ms. Davenport can speak with the heads of her department. Mr. Weatherford motioned to adopt a deferment, Ms. Costar seconded the motion, and all the other committee members voted in favor.

Pre-Purchased Visitor (not including contractor parking or bus tickets)

Mr. McDivit started by telling the committee that there are no proposed changes for Departmental Commuter Tickets for guests; their rate will remain at $15.00 per ticket. A new category is being introduced, Universal Departmental Commuter Tickets for guests. Their rate will be $20.00 per ticket and they will be valid in all lots on campus, rather than only specific assigned lots like the regular Departmental Commuter Tickets. There will also be a decrease in the rate for Night Departmental Commuter Tickets for guests. Their rate will be lowered from $6.00 to $5.00 per ticket. Mr. McDivit continued that due to the low rate of participation, VIP Departmental Visitor ticket booklets will be discontinued. The cost of a President’s Club Permit will be raised from $7.50 to $10.00 per permit. There will be no change to the Daytime Visitor Permit rate which will remain at $15.00 per day but the price of a Nighttime Visitor Permit will be lowered to $5.00 from the current $6.00 rate. The same will be true for the Daytime Entry Parking Card which will also remain at $15.00 while the Nighttime Entry Parking Card will go down from $6.00 to $5.00.

Ms. Gilman added that these are all products that relate to parking costs at the gatehouses and that Commuter Services is not proposing any changes to gatehouse rates. Ms. Leidich asked for a
description of the President’s Club permit. Mr. McDivit answered that it is a permit that is available to members of the President’s Club based on their donorship level. Ms. Davenport asked for a definition of a Parking Card. Mr. McDivit explained that a department will sometimes pay for parking for certain individuals, like doctors at the UW Medical Center. These individuals are given Parking Cards which are then scanned at gatehouses and the department is then charged for parking via invoice. Mr. Schaufelberger asked why gatehouse rates are not being raised. Mr. Kavanagh answered that when deciding whether or not to raise gatehouse rates, the U-District parking marketplace was researched. It was determined that the UW is currently at the tipping point for leading the marketplace versus exceeding the market. There was also concern that raising campus gatehouse rates could limit public access to campus, a public institution. Mr. Kavanagh added that he would not be opposed to moving away from the current model of refunding parking permits based on time spent on campus and into a flat hourly rate. He believes that a flat hourly rate for parking would be more attractive to campus visitors because it is the traditional parking model and the way most people are used to paying for parking. The difficulty is that as an open campus, that particular parking model would be hard to enforce and regulate. Mr. Kavanagh then motioned to defer the vote on this topic for a moment because of its relationship with the next topic.

Public Rates (not including Triangle Garage)

Mr. Kavanagh told the committee that the proposal is now for gatehouse issued Night Permits to start at 5:00pm. Previously, a start time of 5:30pm was being discussed, but it has been decided that 5:00pm is the preferred start time because of staffing issues related to permit refunds. Ms. Leidich asked why parking is not charged for later on Saturdays. Mr. Kavanagh explained that with the exception of event days, the use of campus after noon on the weekend is minimal so it is not financially sound to continue to staff gatehouses later than noon. Ms. Fox asked how a campus visitor would purchase a Night Permit on a Saturday. Ms. Woodland answered that campus gatehouses open at 7:00am on Saturdays and parking on campus is complimentary on Sundays, so no permit is needed Saturday after 12:00pm through Sunday night.

Ms. Gilman elaborated on “Mechanically Issued Rates” and explained that the use of cash for payment throughout the parking system is minimal. By raising the rate of an E1 permit purchased with a Husky Card and lowering the rate of an E1 permit purchased with cash, the two parking fees would be aligned and the E1 parking permit system would be simplified. Ms. Leidich agreed that simplifying permit rates would be a good idea. Having only one rate also makes communication with campus visitors easier. Mr. Kavanagh also reminded the committee that there is a population who comes to campus but does not qualify to receive a Husky Card; one rate would create equality between this population and the larger Husky Card carrying population. With that, Mr. Kavanagh proposed a motion to adopt the Public rates. Mr. Dewey moved the motion, Mr. Weatherford seconded the motion, and all members of the committee
voted in favor. Mr. Kavanagh then proposed a motion to approve all but the last two items under Pre-Purchased Visitor rates. Ms. Davenport moved the motion, Mr. Weatherford seconded the motion, and all other committee members voted in favor.

Secure Bicycle Parking

Ms. Gilman informed the committee that a contract with the Lock Shop to re-key bicycle lockers will continue, so no change is needed in the bicycle locker key deposit rate. Due to the high interest in bicycle lockers, Commuter Services is proposing to raise the rental rate. Raising the rate would also, hopefully, encourage current bicycle locker renters who do not actively use their lockers to give them up so that those on the wait list might have a chance to rent one. Ms. Davenport asked if there were any plans to install more bicycle lockers on campus. Ms. Gilman answered that the University’s preferred method of secure bicycle parking is now the stand alone bicycle enclosure, like the enclosures found in the S1 parking garage and the UW Tower garage. A standard design for the enclosures has been developed and Mr. Amiton has been assigned the task of creating more secure bicycle parking on campus. There is currently no firm timeline on completing any specific projects related to this goal, but progress is being made. Mr. Weatherford asked if there will be more bicycle lockers installed or if attention will be focused on the secure enclosures. Ms. Gilman replied that the current focus is on the secure enclosures only. Mr. Kavanagh proposed a motion to adopt an increased rate for bicycle lockers. Mr. Schaufelberger moved the motion, Ms. Tarte seconded the motion, and all committee members voted in favor.

Administrative Fees (not including fee in lieu of fine)

Mr. McDivit started by introducing the Parking Replacement Fees. He let the committee know that there would be no change in the UW Parking Card Replacement fee which will remain at $25.00 while the fee for a Hang Tag Permit Replacement will go from $25.00 to $50.00. The separate fee for a second Hang Tag Permit Replacement will be discontinued – the same $50.00 fee will apply. A new category will be added, 4545 15th Ave (N28) Access Card Replacement, which will be $35.00.

Mr. McDivit then moved onto the U-PASS Replacement fees. He informed the committee that there will be no changes to any of the fees in this category. The Student U-PASS Replacement fee will remain at $40.00. The first replacement of a Faculty Staff U-PASS will still be $50.00 for the first quarter and the fee for each additional quarter will remain at $40.00. The second replacement of a Faculty Staff U-PASS will be $70.00 for the first quarter and an additional $60.00 for each quarter after that.
Mr. McDivit said that the fee for Failure to Return U-PASS Upon Withdrawal will be $200.00 for a student who withdraws within the first seven days and fails to return the U-PASS while the fee for a student who withdraws after seven days and does not return the U-PASS will remain at $99.00.

Mr. McDivit lastly told the committee that the Validation Coupon Handling Fee will remain at $0.20 per coupon. The Returned Departmental Products Fee will be 10% and a new Parking Product Rush Processing Fee of 10% will be charged.

Mr. Kavanagh added that these fees are necessary because they reflect the value of Commuter Services administrative time and also the value of the lost items. Mr. Kavanagh then proposed a motion to adopt the Administrative Fees. Mr. Dewey moved the motion, Mr. Schaufelberger seconded the motion, and all committee members voted in favor.

**Additional Items**

Mr. Kavanagh asked the committee if they would be willing to meet one more time in order to discuss rates next week. He thanked the committee for coming together as spokespeople and stewards for their programs and assured the committee that their participation and wisdom is much appreciated. The committee agreed to meet again next week. Mr. Kavanagh let the committee know that Ms. Brydges will be contacting them soon with meeting details.

Meeting adjourned.