

Meeting Minutes

October 1, 2010

Members Present

Ben Mudgett, Cassandra Thomas, Charlie Ng, David Williams, Jackie Buus (for Dyann Walter), Jodi Hanley, Kaylee Hrisoulas, Patrick McCurry, Pierre Galvez, Mike Strong

Meeting Notes

Charlie reviewed the meeting notes from April 9 as follows:

Payroll Deduction

Charlie said that staff purchase of parking permits by payroll deduction is not feasible at this time because we are not set up or staffed to do it.

Parking Citations

Charlie advised and Pat confirmed that as far as parking citations go, the police cite according to campus desires. For example, the two-week grace period is established by the campuses. Also, no-cite parking is requested for different events such as the ribbon-cutting ceremony for the Aquatic Center. Pierre mentioned that the police often receive requests from faculty members asking the them not to cite, and he questioned the authority of the staff to do so. Charlie responded that it should be under the authority of the Vice President-Administrative Services only. It was determined that the request for no-cite is part of the current Facilities-Use procedure and the Committee may want to recommend that the campuses communicate this procedure.

Charlie questioned if the committee wanted to make a recommendation about the grace period policy. A discussion ensued regarding the grace period, the number of citations written on campuses, the appeal process, and whether or not the police are ticketing at the District offices or 8th Street.

Charlie updated the committee about the District sites. After the resolution of three issues -- striping requirements (motorcycle, 20-minute spots), a ticket vending machine for daily parking, and a matter involving students of Matthew Isaac, enforcement can commence at these sites.

Mike mentioned that if the colleges plan to continue with a grace period, then a refund policy should be established for the same period. The summation was that the committee recommend that someone investigate revising the parking refund policy so that it matches the parking grace period.

Ben said we should be making a recommendation to District Assembly to either keep the \$75 fee or increase it to \$100. The committee agreed to make a recommendation to look at changing the refund policy and that the sites communicate the procedures for no-cite days.

Parking Structure

There will be a parking structure coming on line at both campuses. They are scheduled to be completed Fall 2012. Expenses relating to the parking structure will not be incurred until 2012-13.

AQMD

Charlie advised that we have two different ways to satisfy the AQMD: 1) maintain our own rideshare program; 2) pay the credits (both campuses pay the credits because we don't have enough staff to do otherwise) that will reduce Southern California emissions at other sites.

Datatel

Datatel cannot verify gross sales of parking fees. SBVC sells its decals on-line, but it is done in-house; CHC is also automated but the decal selling is out sourced.

Facilities Use Procedures

It was suggested to include the cost of parking into an outside event for facilities use.

The committee recommended that parking fees be built into the cost of the Facilities Use Request and that the parking policy be reviewed to address weekend coverage.

Motorcycle Decals

For some reason motorcycle decals were left off the parking policy when it was approved, therefore, motorcycle parking is free until the Board votes a policy.

Budget

Charlie presented what he described as an "appropriate" budget which lists many expenses that are tied to the parking lots, but which are still being covered by the General Fund. Currently, our revenues would not cover costs if we were to legitimately consider all the expenses associated with the parking lots. We have not increased our daily parking rate of \$1 and everyone else is charging at least \$2. The opportunity we have is to raise the daily fee from \$1 to \$2, and/or raise the fall and annual permits by another \$10 to close \$400,000 budget gap.

Pat McCurry said our ticket vending machines need to be upgraded to take debit cards. Currently, two machines at SBVC are out of order and that is lost revenue. Pat said location of these machines is key.

At the next meeting, Charlie will present various calculations if 1) daily parking is increased, 2) annual/semester/summer parking is increased, and 3) if we eliminate the two-week grace period or it is reduced to one week.

Next Meeting

The next meeting will be scheduled for Tuesday, November 16 at 3:00 p.m.

Kelly Goodrich, Recorder