Transportation and Parking Committee  
Meeting Minutes  
December 16, 2008

Attendees

Present: Ron Price (chair), Rebecca White, George Cahen, Joanne Tu, Roberta Allen, Susan Chisholm, Bill Ashby, Ron Price, Tom Leback, Justin Shin, Mike Coleman, Mark Webb and Mark Fletcher

Absent: Reba Camp and Kristin Rector

Guests: Andrew Mansfield and Nicole Smith

Proceedings

Meeting was called to order at 2:02 PM by Ron Price. No changes were made to the minutes from the November meeting.

Announcements

- CAS and ITE Building construction is underway. The Stadium Road and Whitehead Road impacts are listed on Parking and Transportation’s website.
- Parking and Transportation received a TDM Award from the Chesapeake Chapter of ACT.
- Northern Virginia Commuter Benefits are in place for 1/1/09

Old Business

- Use of Central Grounds Garage 10PM-8AM:
  - P&T gathered data for a two week period regarding the use of the Central Grounds Garage between 10PM and 8AM.
  - The committee discussed applicability of any program to all users (not just students), budget impact for P&T, significance of the existing fee of $1 for the period Midnight to 8AM for the users, the alignment of user fees being directly linked to the users, and passive security provided by manned booth.
  - The committee discussed three potential approaches including changing the fee structure to $1 from 10PM-8AM, changing the fee structure to free 2AM-8AM, endorsing the Student Council proposal.
  - The committee favored changing the fee structure to $1 from 10PM-8AM but did not pass a resolution at the meeting. Ron and Becca will follow up with Student Council. The committee may make a more formal recommendation at the January meeting.

New Business (PowerPoint Presentation attached)

- Budget- Rebecca White presented an overview of the current Parking and Transportation budget which is undergoing revisions. The revised budget for the current year and next year will be presented at the Committee meeting in January.
  - The slide titled “2008/2009 Budgeted Revenues/Expenditures (~$13M)” has been corrected to more accurately align sources of revenues to expenditures of operations. Specifically, dollars that were in the “recovery” slice of the pie on the revenue side included funds that the Health System pays for direct services (bus service, permit...
administration and permit enforcement); these recoveries have now been distributed into Permits, Transit fees and Operations.

- Debt that Parking and Transportation is currently paying includes:
  - Scott Stadium Garage (P&T pays 100% of the debt for this garage) ~$450,000/year, pay off 2017/2018
  - Scott Stadium Shelf (P&T pays 100% of the debt for this garage) ~$98,000/year, pay off 2012/2013
  - Central Grounds Garage (P&T pays 40% of the debt for this structure. The remainder is funded by the bookstore) ~$395,000, pay off 2012/2013
  - Emmet/Ivy Garage (P&T pays 41% of the debt for this structure. The remainder is funded from unrestricted endowment) ~$495,000, pay off 2022/2023
  - Culbreth Road Garage (between a down payment and debt, P&T pays approximately 65% this structure. The remainder is funded from unrestricted endowment) ~$558,000, pay off 2027/2028
  - Darden Garage and JPJ Garage are being paid by Darden and JPJ (ie, no P&T funds in the construction of these facilities. P&T funds maintenance, but not capital).

- Parking Transportation Renovation Reserve-budgeted expenditures for 2008/2009 ($1.048M) are:
  - Bus replacement - $500K
  - Facility Maintenance for 1101 Millmont Street - $75K
  - Storm Water Structures - $50K
  - Computer equipment - $35K
  - Garage and meter equipment replacement - $25K
  - Sign package upgrades - $10K
  - Bus Shelter upgrades - $30K
  - Parking lot surface repairs - $100K
  - Concrete Repair - $15K
  - Lighting upgrades - $25K
  - Vehicle replacement – $50K
  - Radio and other infrastructure system replacement - $100K
  - Traffic and TDM studies - $25K
  - EVA fees - $8K

- Capital Reserve Guidelines- the planning factor P&T was provided from Vice President Reynolds was an annual commitment of 1.5% of capital building/equipment value. P&T manages approximately $215M in capital building/equipment so the planning factor would suggest that we commit just over $3M to reserves each year for this purpose. P&T has also received guidance that we should have 3 months worth of operating funds in reserve. This would suggest an additional $3.25M in reserve. As discussed at the meeting, P&T does not meet this level of reserve for various reasons.

- Any questions regarding the budget should be submitted to Nicole Smith at nms2n@virginia.edu.

Meeting was concluded at 3:10 PM