

1. Welcome

Attendees: Deidra Carter, Sara Franka, D.J. Gilliland, Joseph Madison, Erica Massicott, Robert Milam, Lee White, Jennifer Wilson, Kelley Wisniewski, Craig VanDevere

2. Announcements & Discussion Points

Parking & Transportation Updates

1) Vehicle Removal Form – Joseph Madison

Now that Parking has moved to online management of parking permits, people are now able to view their parking accounts and the vehicles associated with those accounts. They don't have removal access, so we saw an increase in requests for removing vehicles from their accounts. Requests were coming from various sources including emails to Talon One, phone calls to Talon One, and people contacting Parking directly. In response, we developed a plan that streamlines the process. We have added a vehicle removal form on our website. Once the form is filled out, it is sent to us and we review each request and evaluate the circumstances, ensuring the driver does not have outstanding citations that need to be resolved concerning the vehicle that is to be removed. Since January 2019, we have received 840 requests.

2) Bollards on Cobb Avenue – Joseph Madison

The bollards on Cobb Avenue have been repaired and are functioning properly. To prevent future damage, we have added signage to make drivers aware of the need to slow down as they approach the bollards. There is also a sign notifying drivers only authorized vehicles should enter Cobb Ave. Currently we are working with Door Access to discuss ownership of the operations of the bollards. Cobb Avenue is not a parking area, so Parking should not be the authority on who has access to the area. Currently Parking works with Public Safety to manage Cobb Ave. We are working on streamlining the access to one place and Door Access can work on who should have access, where those requests need to go, and who is responsible for operation of the bollards.

3) New Lot Construction - Marietta – Joseph Madison

On April 15, 2019, we began work on the new parking lot on the Marietta campus. We currently have biweekly discussions with the contractor to keep us up to date on the progress of the project. The project has a 120-day timeline. We would like the lot to be complete by fall semester so we can prevent the leasing of the White Water lot. As of now, all work is on schedule. We will have a contract in place with White Water as a backup plan if the lot is not completed on schedule.

4) Event Parking – Joseph Madison/D.J. Gilliland

KSU Commencement is May 7 -9, 2019. Parking is working with our vendor reviewing the traffic plan. We are looking at the traffic flow in the East Deck and we are discussing pedestrian traffic. We are making sure traffic flow runs smoothly and that all parking staff are trained for their positions. We are also reviewing the parking plan for Fall 2019 Move-In. We are making decisions about staffing, equipment and supplies required, and signage needed to direct the traffic. Last year we routed incoming students and parents to drive through Central Deck for check in. Here they picked up

their keys and then drove to the dorms to park and unload. This allowed housing to better control demand for unloading zones, by having them check-in at a separate location. Housing operates a drive through move-in process on the Marietta campus and it has been very successful. Last year was the first year that a drive through plan was implemented on the Kennesaw campus. Parking and Transportation plays a large role in this procedure. The initial process was a success and we will improve this year's plan from lessons learned.

5) Ignition Orientation – D.J. Gilliland

Ignition Orientation will start on May 31, 2019. We have 23 Ignition dates planned during the summer between the two campuses. Some of these orientations will have as many as 300 students per session. Parking's goal is to interact with as many of these students as possible to provide information about selecting parking and identifying transportation options on and around campus. We give a short explanation about the parking and transportation options and we give a hand out to each student that reviews the permit selection process and the transportation options.

6) Striping and Signage Updates – D.J. Gilliland

We are currently putting together a list for both campuses for striping needs. We recently finished striping the loading dock area at Chastain Pointe. The area was not previously striped differentiate between areas designed for parking and areas where parking is prohibited. This has been addressed and there is clear area for parking and for large vehicles to load/unload at the dock. We have also striped the police lot on the Kennesaw campus. We are also updating our signs in order to meet the logo standard of the university. We are phasing out many older signs and updating them with the new logo. We are doing this slowly as it is expensive to replace all the signs at once. We are identifying a number of signs to replace each year and budgeting accordingly.

7) Fall Permitting – D.J. Gilliland

We started fall permit sales April 22, 2019. We issued over 1000 permits in the first 24 hours. We have added the option students to choose between an academic year permit, which is valid for the whole year, or a semester only permit. If you are graduating in the fall, you will only need to purchase a permit valid for the fall semester only. Permit selections will become available for each classification throughout the week. Our goal is to sell 10,000 permits by May 6, 2019. In order to reach our goal, we need approximately 40% of each classification to purchase their permits. Our goal is to get as many students as we can permitted before the beginning of the fall semester.

8) NCUR Update – Lee White

Transportation had a very active role in the success of the conference. We provided bus service to 23 hotels along 11 bus routes. Overall, the bus service was a success. We did run into a few issues that we worked through, largely due to the unpredictability of Atlanta traffic. We received positive feedback for our service.

9) Zagster Ridership – Lee White

Zagster is our bike share program on the Marietta campus. We are almost at 20,000 trips. We would like to see the membership numbers rise. The number does ebb and flow as students arrive at KSU and students leave KSU. We continue to message about the program through our Campus Services Marketing team. Overall, the usage is looking very good.

10) Scooter Discussions – Lee White

There has been much discussion on and around our campus about electric scooters and the companies that operate "scooter-share" programs. Within the last year, a lot of activity on university campuses has been generated from "rogue" launch initiatives. This is when the scooter company comes in and drops their scooters all along the public right of way, just outside the

college campus property. The campus then becomes inundated with scooters. Back in February 2019, the city of Marietta put a ban on scooters within the city limits. This ordinance prohibits scooter companies from placing scooters on public property. The purpose for this rule is to allow the city more time to observe the impact of these devices in other jurisdictions and plan accordingly. House Bill 454 is proposed legislation that gives local jurisdictions the control to define parameters for what these companies are allowed to do and how they must operate. This bill went to the governor on April 11, 2019. We will soon hear more about the regulations created from this bill. Cobb County is having county-wide discussions which KSU Transportation has been a part of. This is an ongoing discussion.

11) Big Owl Bus Update – Lee White

- Big Owl Bus Summer Schedule
 - Big Owl Bus summer service will run from May 13-July 26, 2019. We will run all of our normal routes, only with less frequency and shorter hours of operation. The only operational change is that we will run the Gold route, which combines Chastain Pointe and Town Point. Shopping routes will run two days a week, on Thursday and Friday. We offer no bus service on Saturday and Sunday during the summer. This is consistent with the summer bus service we have provide for the past two years.
- Big Owl Bus Ridership Update
 - Now that we have all the data for 2018, the ridership numbers looked great. We are still seeing a 30% increase in ridership for 2018. We are expecting to see the numbers begin to level out as we have reached the maximum that we can accommodate with the number of vehicles and routes. We will continue to monitor the numbers and will report at our September meeting.
- Cobb County Rapid Ten
 - We have met with Cobb County to discuss the Rapid 10 route that will provide a direct bus connection between our two campuses. The plan is for Cobb County to stop on both the Marietta and the Kennesaw campus beginning Fall 2019. They are going to launch the service in June 2019. It will be available on the KSU campus but you will need to have Cobb fare to use it. In the long term, we would like to explore other partnership opportunities with CobbLinc. We have begun to discuss what that could look like. The earliest that may happen would be Fall 2020.

3. Items from the floor – Committee Members

- What are the costs for new signs with the new logos and what is being done with the old metal signs? Are they being recycled?

It would be expensive to replace all the signs at one time. Parking and Transportation is slowly replacing them as needed. We are budgeting each year to replace a certain number of signs. The old signs go to Surplus and we believe they recycle them.

- Can we add verbiage to the service vehicle signs that include “no idling”.

Yes, Parking can address this. We will look into adding the wording on the actual sign or consider adding a plaque below the sign and attaching it to the post.

- Is Parking responsible for the handicapped signs?

Parking is responsible for installing the handicapped signs. We do not provide the signs as they are state issued. We follow proper guidelines as to how they need to be installed.

- How many permits did Parking sell last year? Is there a maximum number of parking permits? Do we fill lots to capacity?

We sold 22,000 permits last year. We do not have a cap on parking permits. We utilize off campus shuttle lots once on campus areas reach capacity. We monitor the numbers in all the lots and decks very closely the first few weeks of the new semester. We fill lots 85 to 90 percent which is industry standard. If we observe the lots and decks are not filling to standard, we open more permits for that area.

- Does the scooter ban apply to all scooters or just those from the scooter companies?

The ban that was issued by the city of Marietta applies to scooter companies. Privately owned scooters fall under a label listing them as electronic mobility devices. Private owners must follow the state law for vehicles in this category.

- With the Rapid 10 bus service coming to both campuses, will students be able to purchase Cobb County Breeze cards on campus?

Parking can approach Cobb County and see if this an option.

4. Adjourn