

1. Welcome

Attendees: Julia Allison, Sara Blunk, D.J. Gilliland, Aaron Fowler, Tom Kolenko, Ron Lunk, Erica Massicot, Robert Milam, Tim Murphy, Vanessa Slinger-Friedman, David Tatu, Lee White, Jennifer Wilson, Julie Wilson, Kelley Wisniewski, Craig VanDevere

2. Announcements & Discussion Points

Parking & Transportation Updates

1) Marietta Bike Share Update – Lee White

The Marietta Bike Share Program has been running for less than 3 months and we are already 24% and 38% into meeting our yearly goals. All of our feedback from the students has been very optimistic. We are very excited to see how the program is making a positive impact on the campus population.

2) Kennesaw Bike Plan Update – Lee White

We presented in our last meeting our ideas for a bike/pedestrian plan for the Kennesaw campus. We are now working on the plan with the Kimley Horn Consulting Group. They are going to do a scoping analysis for us. They will provide three major deliverables as part of that plan.

- The first will be an onsite visit. They will come out, observe the campus, and see what is possible with what we have already mapped out. They will meet with key stakeholders and listen to their feedback. They will take into account what actually can be accomplished with our landscape. They will review options such as traffic features that may be needed for safety concerns. They will refine the concept we have currently designed.
- Second, they will prioritize the factors we have designated as most important in creating a bike/pedestrian plan for the Kennesaw campus. These include cost, constructability, the potential use of the path, and the support we will need to develop the program.
- Third, the last phase will be the reporting. They will provide us with a couple different prints and maps of what the plan will look like.

We look forward to moving ahead with this program and we hope to have more news to present by our next meeting in September.

3) Big Owl Bus Software Improvements – Lee White

Our current provider for the route tracking software is Trans Loc. It provides a basic service and works well. We have heard two main concerns from students.

- First, specifically on the Kennesaw- Marietta route, because of traffic we sometimes need to alter or choose a different route throughout the day. Unfortunately, Trans Loc does not continue to predict the vehicle's arrival time if the driver deviates from the route that is programmed into the system. We've heard from students that this issue affects their perception of the system's reliability. We are looking at ways to correct this.

- Second, on the same route, we have the schedule set up on a time points. Every vehicle is given a set of arrival and departure times for each of the stops along the route. If the bus driver adheres to that schedule, it ensures that a bus arrives on each campus every 20 minutes. One of the abilities our current provider does not offer is the ability to program and display departure times. We believe offering this added information to our students will allow them to better plan their trips between campuses.

We are looking at two new providers, Nextbus and Syncromatics. They both offer the capability of predicting accurate arrival times and offer the added bonus of accurate departure times. Nextbus has provided us with a demo and we liked what we saw. Syncromatics also has shared screen shots of what they provide. The new software will have added features to the same basic function of the software we use now. Another bonus of the new software is that if there are multiple buses on a route, there is a feature that helps to space the buses correctly on the route.

4) Big Owl Bus Ridership Update – Lee White

We have continued to see the trend of rising ridership on the Big Owl Bus throughout 2018 compared to years past. We are excited to see that the changes we have made along the way continue to encourage more students to ride the Big Owl Bus.

5) Marietta Bus Stop Improvement – Lee White

There is a safety concern about the first bus stop in Marietta, located by the Student Center. We are looking at ways to rework it. We do not wish to change the location as 90% of the students use this stop to access the Student Center. We do not want to lose the convenience of that stop. We are looking at the possibility of installing a pull off for the bus.

Unfortunately, with this option we have run into issues of impeding on the crosswalk. We are in the engineering phase, looking at options to keep the stop in that same general area without infringing on the crosswalk. One option our engineers are looking at is changing the turn radius on that corner. Right now, with only one lane, the bus is unable to make the right-hand turn. If we were able to make the right-hand turn, we could rework the route entirely and stop right in front of the Student Center for the first stop. Another option would be to move the pull off past the crosswalk. Engineering is reviewing several options and they will come back to us with pros and cons of each plan. We hope to present our findings at the next committee meeting.

6) Parking Updates on Upcoming Lot Changes for Both Campuses – Julia Allison

- Kennesaw Lot Changes

The lot changes will take effect this summer. For the Kennesaw campus, the changes will take place to make it safer for people to ride bikes and become more pedestrian friendly. These lot changes will reduce traffic in the heart of campus. We are changing a lot to a visitor's lot close to the arts district. We will have the first 30 minutes free parking option for those who will be dropping off instruments or anything else for a show. Lot D will become a faculty/staff lot and Lot J will become a visitor's lot. Cartersville Drive will also be faculty/staff lot. Jolley Lodge Overflow Lot will be renamed Lot L so that it is completely separate from Jolley Lodge and it will remain a faculty/staff lot. We will be increasing the faculty/staff spaces in the heart of campus. Less space turnover in these lots will help reduce traffic in these areas. We will have staff in these lots directing students while they are getting used to the changes.

- Marietta Lot Changes

Marietta Campus lot changes are minor and will take place this summer. In an effort to better serve our residential students and decrease traffic, we are taking lot 28A and turning the entire lot into residential parking. It is currently a split lot between West and Residential parking so commuter students could park there. We have observed at all times it is full of

residential students. We have adjusted permit levels to accommodate the change.

7) Marietta Lot Proposal – Julia Allison

We are looking at potentially creating a new lot on Marietta campus. It is under BOR review. It would net 298 spaces for the Marietta campus. The project could take up to 58 weeks to get through everything needed. The projected cost would be 1.6 million dollars. There are some drainage issues that will need to be addressed in that area. This new lot would reduce the need for renting lots off campus. In addition, at Marietta campus we are far above the 90% standard industry occupancy rate in our lots. If every space is filled in the lot, this creates a traffic issue. At our current 91.6% occupancy rate, we still have 200 students parking off campus at the White Water shuttle lot.

8) Permitting Comparison and Updates – Julia Allison

We have been in transition this past year moving in to our virtual permit system. This process means all our parking permits are sold online. In the past, we would sell permits manually and have very long wait lines at Card Services. In 2016 we set up satellite stations for the first 2 weeks of the semester to issue 23,674 permits. No students were coming in prior to the semester to buy parking permits. Last year we started doing online selections. Last year we had 11,849 students who did not need to stand in line to get their parking permit. We sold 13,304 in person to those who did not select on line. They came into the office and we manually sold them their permit. This year we are going all virtual and students may buy their permits on line. They log in and select their permit, the charge goes to their banner account, and there is nothing else they have to do. We do not spend the labor hours and the students do not spend their time waiting in lines. As of this meeting, we have currently sold 6597 permits to students.

9) Demonstration of Online Permit Purchase Using the Parking Portal – DJ Gilliland

All student parking permits may be purchased online through the parking portal. All the parking permit selections the students may choose are specific to their classification. For example, if most of the student's classes are on the Marietta campus, his/her parking selections will be for the Marietta campus. If a student is a resident, the student will see a residential permit option. If a student has classes on both campuses, we balance the selection with what is available in which area. This is a way to ensure the lot capacities are what they should be. All the rules, regulations, and maps that students will agree to are linked to the parking page. We wish to make sure students can get the information easily. You can have up to 3 vehicles on one permit. Our permits are currently valid for Fall, Spring and Summer. The permit fee will roll over to their account each semester. The student would need to remove the permit from their account in order not to be charged. The student may also go online and return a permit.

3. Items from the floor – Committee Members

- Once we determine the provider for the new software for the Big Owl Bus, will the bus arrive at the stops at the same time every day?

Yes, the buses are scheduled to arrive at the same times each day. One must take into account unpredictable traffic on the Kennesaw-Marietta route. With the new software, the student will still have the ability to see the bus along its route. The student will also see the projected arrival based on the buses location along the route and departure times based on the schedule.

- Will the lot changes on the Kennesaw campus create more faculty/staff parking spaces?

Yes, we are not taking away any faculty/staff spaces from other lots.

- Do you have computer stations set up for students to buy their permits?

We do not have computer stations set up. Students can purchase the permits from a home computer or even from their cell phones. If students prefer to come in to the office, we will sell them their permit there.

- Where do faculty/staff purchase permits?

Faculty/Staff need to come in the office to purchase their parking permit, as it is still a physical permit. We did this because it is a visual identifier. Our next technology project will be to have faculty/staff purchase online parking permits. Our desire will be for it to be linked to the payroll system.

- Where does a student park on the Kennesaw campus if they have a Marietta permit?

The permits are reciprocal. For example, a Central permit for Marietta campus is good for Central parking on the Kennesaw campus. It is the same for residential permit holders on both campuses.

- Does Parking have the front facing plates now so people can back in to a parking space?

Yes, they will need to purchase the plate at Card Services as it is not offered online. The purpose for the plate is to work with our LPR technology. Before we begin to issue citations, we will first educate our students about the front facing plate. Faculty/Staff will also need the front facing plate if they choose to back in to a parking space.

- When a student graduates, do they need to remove their permit or does the system automatically remove it for them?

That depends on when they graduate. If it is in December, then the student will need to remove the permit from their account. If it is at the end of summer, then it will expire.

- The Staff Senate feels there is not enough communication coming from Parking and Transportation. They feel the KSU Inform is not a good way to communicate. The Staff Senate has made some suggestions. Parking and Transportation could put the information in the student newspaper. We could print posters that could be posted around campus. We could put parking information on Owl TV. Parking and Transportation could create posters that faculty/staff could download and email to their departments.
- It is challenging as we have had feedback about sending too many emails in the past. We will look at these options but there are pros and cons with each suggestion. We have tried this year to target communications to those directly affected by a change, opposed to blasting the entire campus with information. If you are a permit holder, you will receive a direct email about your permitted area. (ie. A lot being closed) For broader information, we are working on different ideas. It is hard to determine exactly how much information someone would specifically want to know. Another suggestion is to communicate directly with department chairs who could pass the information on to their department. Marketing suggested there may be a possibility to have a "Parking Dedicated Landing Page" in the KSU Inform that one may opt in to view. Parking did review sending dedicated text messages but it is limited to how many people you may send the information to and the frequency you may send it. It was also expensive. In addition, many of the suggestions are student based while some of the Parking and Transportation information is faculty/staff based. Another suggestion is to have a Parking and Transportation representative attend the Faculty Senate meeting as it is required that each department has a

representative at this meeting. The Faculty Staff representative can then report the information back to their department.

- There are concerns about Parking employees allowing students to park in Faculty/Staff Parking lots.

Parking and Transportation will need specific detail to address this issue.

- It has been observed that students take old parking tickets and put them on their windshield to trick Parking into not issuing another ticket.

Parking is aware of this trick and we do check tickets on the windshield.

- If Parking and Transportation eliminate the decals for Faculty/Staff, the employees will not be able to help in policing their lots.

There are employees who have the correct credentials but do not have a decal. It is impossible to know who should be in the lot unless you review the tag information through the Parking system. With our LPR technology, it improves our ability to review everyone's tag in the lot and issue citations as necessary. We have created an efficient way to evaluate each vehicle's credentials as well as we are putting in the work to monitor the parking lots.

- A concerned staff member has stated they cannot leave for lunch and return to find a parking space in the faculty/staff lot by the student center. They believe it is unfair to have dedicated spaces in these lots.

First, we are not issuing any new dedicated spaces unless you are on the president's cabinet. Eventually dedicated spaces will grandfather out. We are close to having a discussion about how we want to permit faculty/staff parking in the future. Many of the student improvements and changes have been because they are choosing a designated parking area and we are controlling how many permits are assigned to that area. They have limited areas where they can park, but hopefully, there will always be parking space available there. This is the direction we would like to move to for faculty/staff in the long term to better control the number of people permitted to each area. We do have challenges with two campuses and we know that some faculty/staff will have a broad range of places they will need to park. KSU is unique that we have multiple campuses. Our desire would be to offer employees the option to select a "Black and Gold" permit similar to what faculty/staff parking is now with the ability to park in multiple lots. For example, you may choose Central Deck and that is where you would park for a lower rate compared to the "Black and Gold" permit. We would like to generate more discussion about faculty/staff parking in the future.

4. Adjourn