

1. Welcome

Attendees: Julia Allison, Sara Blunk, Barrett Cappetto, William Digges, Aaron Fowler, D.J. Gilliland, Ron Lunk, Robert Milam, Tim Murphy, Stephen Plate, David Tatu, Lee White, Julie Wilson, Jennifer Wilson, Kelley Wisniewski, Craig Vandever

2. Announcements & Discussion Points

Parking & Transportation Updates

- 1) Addition of Business Coordinator – DJ Gilliland
 - Allene Muldrow is Parking and Transportation's new Business Coordinator. Her main duties are to handle appeals from citations. Parking and Transportation receives, on average, 60 appeals a day. With Allene in this position, she can communicate specifics about the appeal result. This improves communication to the campus community. She is a great asset to the team.
- 2) LPR and Back In Parking Plate Update – DJ Gilliland
 - A large percentage of the campus population backs in to their parking space. With the roll out of the new LPR trucks for enforcement, there has not been a good way to get vehicle information from the license plate on the rear of the vehicle. Parking will issue a license plate that can be attached to the front of the vehicle and it will work as a permit. The charge for the plate will be \$15.00, which will cover the cost of the plate. It will be a onetime purchase.
 - For those who do not know License Plate Recognition technology, a few years ago Parking and Transportation purchased the technology to drive through a parking lot and scan license plates to retrieve information about the vehicles. Universities have used this technology to crack down on people who are not supposed to be on campus. In addition, LPR technology can be used for Public Safety purposes. It has been a struggle on how to balance the cost of enforcement with the new technology and respect people's desire to be safe and cautious on how they park. The front license plate is a good compromise and there is a cost associated with it. We brought down the cost as low as we could.
- 3) P35 Construction Progress – Julia Allison
 - Parking is excited that we have completed and opened the addition in Lot P35 in Marietta. The addition adds 100 more spaces. We have seen a huge difference with the availability of parking spaces. The addition of the other entrance has improved traffic flow in the lot. We are looking forward to adding more potential parking next year on the Marietta campus.
- 4) Fall Permitting – Julia Allison
 - Parking and Transportation will have online permit purchasing ready for the fall semester. The campus community can go online, select their permit, and the charge will go directly to their account. Online permitting eliminates the need for students to stand in line to obtain parking permits.
 - All the staffing time Parking and Transportation used to manually enter permits and charges can now be better spent on educating the students on parking information and transportation options. We will transition more energy on education as opposed to data entry.

- 5) Addition of LPR Truck – Julia Allison
 - Parking and Transportation are planning to add an additional LPR truck next January. This will decrease our staffing needs. It will give us the flexibility to shift the trucks between campuses as needed.
- 6) Dedicated Spaces Towing – Julia Allison
 - Parking and Transportation has taken over the responsibility of towing from Public Safety. We are finalizing plans and we will send emails to all the dedicated space holders that will explain the towing policy. The policy will be enforced from 8:00am to 5:00pm, Monday through Friday. The space holder may call parking and provide particular information about the vehicle in their dedicated space. We will get the towing company here on campus and tow the vehicle. Otherwise, outside of that time period, the space holder can park in another space.
- 7) Big Owl Bus Update – Lee White
 - We are going through a branding change transitioning from BOB to the Big Owl Bus. We have finished switching out all our graphics and the new branding is on all of our vehicles. We think the new branding is a better way to communicate what the service is to the students.
 - Ridership numbers for 2018 look great. We have seen a consistent 20 to 30 percent increase in our ridership. This is due to making route changes and shortening other routes. We have seen a huge impact from these changes.
 - Parking and Transportation is looking at changing our vendor who provides our GPS information and prediction times. We have heard from students that the prediction times have not been accurate, especially on the Marietta to Kennesaw route. We are looking at other products that will help us address this issue.
 - We are reviewing a bus pull off on the Marietta campus. We have heard several safety concerns about the first shuttle stop off the main entrance. The current stop can sometimes cause a backup at the two way stop sign. We are looking at adding a pull off to address these concerns.
- 8) Bike Share Update – Lee White
 - The Bike Share stations have been installed on the Marietta campus. We launched on Friday, February 9th. It was a soft launch without much promotion so that we could work out any kinks that may have occurred once the bikes were on campus. The data shows 90% of people who signed up use the service, while 80% make repeat trips. We are happy with the way bike share has been received. We are working on a communication plan to get the word out to all the students.
 - Cumberland and Town Center CIDs in Cobb also use Zagster. We have mirrored our fee structure the same as theirs to provide a cohesive unity with long term plans to connect with the Cobb County bike system. We are still in the early stages of what they may look like.
- 9) Bike Infrastructure Plans – Lee White
 - We set up bike share on the Marietta campus first because it is more “bike able” than the Kennesaw Campus. We recognize the need for creating safe bike routes on the Kennesaw campus before we can install bike share.
 - We are in the stages of proposing a multi-use, 12 foot, bike path that would span the cross walk of Chastain Pointe and around campus loop and down to the lower ARC.
 - There also may be an opportunity to connect with a proposed Cobb County trail.

3. Future Initiatives & Goals

We are still short 300 parking spaces on the Marietta Campus. We have been working with facilities to construct another parking addition. We are looking at an area between P38 and P8, adjacent to the Rec Center. This addition would add another 298 spaces. This would bring us to a breakeven point. The parking addition is a very expensive project. Facilities has reached out to the BOR to let them know what we want to do and why. We have a full financial justification for

our request. Our intent is to complete this new parking addition sometime next year. We are optimistic this will solve some of Marietta's parking issues.

We have tentatively budgeted to increase the transit to Chastain Pointe and Town Center next year. We are hoping this will help with the addition of new students and staff at Chastain Pointe as well as additional students permitted to park at Town Point.

Over the summer, Cobb County is installing a sewer line replacement on Campus Loop Road. This will affect our normal travel flow. We have decided we will close the West Lot and the Church Lot during the summer. Campus loop will remain open for through traffic. The project will start in May after graduation and hopefully be completed by August.

4. Items from the floor – Committee Members

- How will the LPR license plate attach to the front of a car if there is no bracket?

Many states require cars to have a front plate so there are brackets available for all makes and models of cars. The driver will need to purchase one to fit their car.

- Will the LPR license plate be attractive? Will it have a KSU related picture? Will someone like to have the plate on his or her car?

It is attractive. It is a retro style plate with stripes and Kennesaw State will be listed on the plate. The plate branding has been approved.

- When will the LPR plates be issued?

They have been ordered and as soon as they arrive, we will begin to issue them to the campus community. We hope to have them before summer semester.

- What is being done for enforcement now when someone is backed in a space? Are they issued a citation?

No one in the campus community is currently being cited for backing in a parking space. To implement the new back in policy, we will first give a zero dollar citation that will serve as an invitation to come in and purchase a back in plate. Any citation after that will be \$10.00. When the driver brings in a \$10.00 citation and they agree to purchase a back in plate, we will void the citation.

- Will it be a race on August 1 at 12:01am to go online and obtain an online permit?

On April 1, 2018, returning students will be able to purchase online fall permits based on their status. Incoming students will have a limited selection of parking areas. Parking selection is based on a seniority system.

- Is there a GPS connected to the bikes in bike share? Can you tell where people go?

Yes, there is a GPS attached to the bike. The data shows the location of the bike.

- If someone signs out a bike and does not return it, are they fined?

They are not fined, however, they must pay for the bike while it is signed out. If the bike is not returned at the end of the day, their account is charged up to \$24.00 per day.

- With the new addition for parking on the Marietta Campus, how long will that fulfill Marietta's parking needs?

That depends on how fast we continue to grow. We are expecting more growth with the STEM program expanding on the Marietta campus.

- Jennifer Wilson announced forming a subcommittee to pursue a bike friendly university nationwide program. We would like KSU to be recognized as a bike friendly school nationwide. The subcommittee will look at how we can get recognition for what we are doing with bike share and the proposed trail infrastructure. This will also include pedestrian improvements for the campus.

5. Adjourn

Minutes