11-16-1994

UA1B3/6 Meeting Minutes

WKU Parking & Traffic Committee

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MEMORANDUM:

TO: Dr. Thomas Meredith, President
FROM: Horace Johnson, Director
DATE: November 22, 1994
SUBJECT: W.K.U. Parking and Traffic Committee Meeting

The minutes from the November Parking and Traffic Committee are attached for your information.

I recommend for your approval Item 1 - Old Business, regarding a university service vehicle "policy" and a continued moratorium.

The committee has been asked to provide recommendations reference the numbered reserved parking spaces by December 16, 1994. We plan to review those recommendations at the January committee meeting and forward to you a proposal in February 1995. Please review their comments under New Business - Item 1.

I recommend for your approval the committee's recommendation to deny the request from Jeane Robertson regarding Jones Jaggers Lot.

Should you have any questions, please let me know.

Attachment

HFJ/pjm
W.K.U. PARKING AND TRAFFIC COMMITTEE  

Wednesday - November 16, 1994

The W.K.U. Parking and Traffic Committee met on the above date at 2:30 p.m. in the Department of Public Safety's Conference Room.


Members Absent: Bob Cobb, Jim Cummings, Stephanie McCarty, Dave Wilkinson.

Minutes were approved from previous meeting.

OLD BUSINESS

1. Report from sub-committee regarding university vehicle spaces.

   The following recommendations were made for university/D.O.T. vehicles by the sub-committee:

   * All vehicles will be labeled as to which department they are assigned.
   
   * The operator of a university/D.O.T. vehicle is responsible for any/all parking tickets received while operating said vehicle.
   
   * A copy of all parking tickets on university vehicles will be forwarded to the Department Head for informational purposes.
   
   * All university/D.O.T. vehicles will be assigned a specific labeled parking space or parking area. These vehicles must be parked in these designated spaces when not in use. University/D.O.T. vehicles will not park in university service/commercial delivery parking spaces, with the EXCEPTION of University Police, Facilities Management, emergency response vehicles and commercial delivery vehicles.
   
   * When in use on campus, university/D.O.T. vehicles must park in regular parking spaces.

Chairman Johnson stated that Lt. Paul Joiner and Mr. Claude Threlkeld were doing a survey of each lot to see if there were enough university vehicle spaces to accommodate the maintenance personnel who must work in the various buildings. There have been some complaints of maintenance vehicles parking on sidewalks, etc.

- Motion- by George Niva to adopt all the recommendations made by the sub-committee. All members voted to:

- RECOMMEND FOR APPROVAL- the above listed regulations for university/D.O.T vehicles.
It was also recommended by the sub-committee to keep a moratorium on individual departmental reserved spaces as long as the current reserved parking program is in effect.

-Motion- was made by George Niva to adopt the sub-committee's recommendation. All members voted to:

-RECOMMEND FOR APPROVAL- that a moratorium continue on individual departmental reserved spaces as long as the current reserved parking program was in effect.

NEW BUSINESS

1. Review of numbered reserved spaces and recommendations for the program.
   Chairman Johnson relayed examples of many contacts the Department of Public Safety has received from the public regarding this matter. He played a recorded telephone conversation from an irate citizen whose vehicle had been towed from one of the numbered reserved spaces. He noted the many articles and letters in the newspaper as well. Homecoming was also discussed. Chairman Johnson also shared with the committee a recommendation, requested by the President, he had submitted. The recommendation; (1) abolish the entire system, or (2) change the time limit from 24 hours a day, 7 days a week, to match the other times that are currently used across campus for zoning (7am to 5pm). He also made recommendations on refunds for those who did not want to keep their spaces under these new conditions.

Chairman Johnson then asked each individual around the table to give their thoughts and recommendations on the matter. There was much discussion on the public's view and comments. The university community has become educated to the system; however, the general public does not understand the aggressive towing policy.

The committee felt to best serve the needs of the faculty, staff, and visitors, the best solution would be to have pay lots with access gates. There should be three lots, one on top of the hill, one in the middle of campus, and one on the lower end of campus. A time limit would be established (say 7 am to 5:30 pm). This would address the needs of those who must leave campus throughout the day and return at peak periods. It would also aid the instructors who teach night classes, and would also free up parking after 5:30 pm for the public to attend special events or the students who come back to campus. The public would not be subject to tow from these lots because they would not have access to them. Also you would not get the backlash of empty spaces in prime lots at peak periods during the day.

The committee also felt that if something must be changed now, it should be the time limits. There was discussion as to what times but all agreed that a limit should be set.

*REQUEST* Chairman Johnson asked each individual member to write a recommendation for: (1) the current program; (2) the program for next year. He asked these be submitted to him before the Christmas Break. The committee will review these at the January meeting and make a recommendation by February 1995 to the President.
2. Recommendations from Jeane Robertson, regarding Jones Jaggers Lot.
Chairman Johnson asked Mr. Claude Threlkeld to give an assessment of the recommendations. Mr. Threlkeld discussed these items with the University Architect and Campus Planner, Mr. Paul Morgan. Any new construction, changes in parking lots, or modifications to buildings, must first come through his office.

- 1) Opportunity to rent parking spaces. - The deadline for the numbered reserved spaces has past.
- 2) "Loading and Unloading" designated for other parking. - Due to new ADA requirements this lot will be reviewed in Spring 1995.
- 3) Add semi-circle drive for unloading of school bus. Mr. Morgan would not agree to circle drive.
- 4) Semi-circle drive for van pick up of Foster Grandparents program. Mr. Morgan would not agree to circle drive.
- 5) South side widened for trash pickup. - Fire plug and light standard in the way. These items are costly to move.
- 6) Designate handicap for Adult Day Care Only. - This is illegal.
- 7) Visitor parking first six spaces in lot. - Already placed state vehicles in first 3 spaces.

-Motion- made by Dave Parrott, in light of Mr. Morgan's recommendations, the committee deny any changes to Jones Jaggers Lot at this time. All members voted to:

-RECOMMEND TO DENY- any changes to Jones Jaggers Lot.

Chairman Johnson asked for any other business. With no requests, the meeting was adjourned at 3:30 p.m.

***Due to the holiday schedule the committee will not meet in December.***
Parking and Traffic Subcommittee Proposal

Regulations and parking for university/ D.O.T. vehicles.

University/D.O.T. vehicles are subject to all university parking regulations to include:

- All vehicles will be labeled as to which department they are assigned.

- The operator of a university/D.O.T. vehicle is responsible for any/all parking tickets.

- A copy of all parking tickets on university vehicles will be forwarded to the Department Head for informational purposes.

- All university/D.O.T. vehicles will be assigned a specific labeled parking space or parking area. These vehicles must be parked in these designated spaces when not in use. University/D.O.T. vehicles will not park in university service/commercial delivery parking spaces, with the exception of University Police, Facilities Management, emergency response vehicles and commercial delivery vehicles.

- When in use on campus, university/D.O.T. vehicles must park in regular parking spaces.

- Moratorium will continue as long as current reserved parking program is in effect.
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MEMORANDUM:

TO: Dr. Thomas Meredith, President

FROM: Horace Johnson, Director

DATE: 11/15/94

SUBJECT: Numbered Reserved Parking - Recommendation

In light of the continuous controversy and adverse public relations regarding this subject, the Public Safety Department staff recommend the following course of action:

**# 1 COURSE OF ACTION**

- Recommend this program be suspended effective December 16, 1994, for the remainder of the period - August 14, 1995.
- Refund 2/3 of the initial reserved parking space cost to all program participants.

**# 2 COURSE OF ACTION**

- Recommend this program be changed effective December 16, 1994, for the remainder of the period - August 14, 1995. The 24 hour, 7 days per week time should be changed to read 7 am to 5 pm consistent with other parking times at W.K.U.
- Refund 2/3 of the initial reserved parking space cost to all program participants who elect not to continue for the balance of the term.
- Refund $50 to all participants for the time change. Program participants should notify the Department of Public Safety no later than 12/16/94 as to their decision.

**NOTE:** There are two regular season men's basketball games scheduled (December 10 and 28). These games should not effect the current program drastically. A comprehensive recommendation by the W.K.U. Parking and Traffic Committee should be obtained and approved regarding any continuation of this program for next year by February 1995.

HFJ/pjm