



COMMITTEE ON ADMINISTRATION AND BUDGET

MEETING MINUTES

**MEETING DATE:** 17 Jan 2014  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
BOULOS, Daniel	P	HARRIGAN, Rosanne	A	POTEMRA, James	P	CUTSHAW, Kathy	8:00-9:30
CHIN, David	P	INAZU, Judith	P	SAKAGUCHI, Ann	E	NOHARA, Darryl	8:00-10:00
CONWAY, Thomas	P	MANINI, Bonnyjean	E	VINCENT, Doug	P	MATSUSHIMA, Cate	8:00-10:00
COONEY, Robert	P	MINERBI, Luciano	P			STEPHENSON, Carolyn	8:00-10:00
COWIE, Robert	P	PAULL, Robert	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER	D. Vincent called the meeting to order at 8:10.	
DISCUSSION OF PROPOSED PARKING RATE INCREASES	<p>D. Nohara (Director, Auxiliary Services) and C. Matsushima (Operations Manager, Commuter and Fleet Services) attended the CAB meeting to address questions and concerns about the proposed rate increases. DN outlined the process by which a rate increase is enacted, and vetting through the Faculty Senate is one of many steps. Eventually a public hearing will be held, and DN indicated this could happen in Spring, a recommendation then sent to the BoR by May and implementation in Fall 2014.</p> <p>DN gave an overview of Commuter Services (CS). Thus far, CS has been financially self-sufficient. Expenses include repair, maintenance, gate operations, traffic control, citation writers, events, office services, permit allocation, striping, signage, etc. Rainbow shuttle costs are covered but services are contracted out. Revenues include parking passes, daily/hourly fares, advertising, and citations. An increase in rates is necessary due to different factors, most notably to fund needed repairs to the parking structure.</p> <p>DN stated that there are approximately 5,400 parking stalls. All employees are guaranteed parking, but students are not. Currently 2,000 students have parking passes.</p>	The meeting ended with many questions still unanswered. DC will invite both DN and CM to the next CAB meeting on 02/07. This will also give them time to compile additional responses requested by CAB.



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	<p>DN and CM then began to address the list of questions sent via email from CAB. These included a short discussion of bus pass subsidies (currently under negotiation); maintenance of the parking structure (concrete repairs, water-proofing, etc.); and the desire to encourage alternative transportation for a variety of reasons. Subsequent discussion focused on a few main topics:</p> <ol style="list-style-type: none"><li>1. The total cost of a new parking structure would be approximately \$40-\$50K per stall, i.e., prohibitive. Further, many existing stalls have been lost due to new construction (e.g., POST, new ITS building, etc.). CS therefore is limited to raising rates to accommodate parking and be self-sustaining. There were some comments about stall size, who sets this, and placement. One suggestion was that smaller stall sizes may increase revenues. In parallel parking situations another suggestion was to do away with stalls altogether.</li><li>2. The differential rate increases for upper and lower campus, and for students and non-students in lower campus was discussed at length. It was not clear why the rate increase for upper campus was disproportionately higher than the proposed rate increase for lower campus, especially if the goal is to recover costs. It was also pointed out that upper campus parking is sometimes reserved for APT staff (for safety reasons) and others who would have difficulties absorbing the higher cost.</li><li>3. The high cost of providing parking services for special events was questioned, specifically why these rates can't be higher.</li><li>4. Diverse reasons for people bringing vehicles onto campus, and their needs, e.g., bikes, mopeds, use of loading zones, etc., were discussed.</li></ol> <p>Due to time constraints it was agreed to continue this discussion at the next CAB meeting.</p>	
<b>APPROVAL OF MINUTES FROM LAST CAB MTG</b>	The revised minutes for the 11/15 meeting were unanimously approved.	
<b>ADJOURNMENT</b>	D. Chin adjourned the meeting at 10:00	

Respectfully submitted by Jim Potemra

Approved on February 21, 2014 with 10 votes in favor of approval and 0 against.