

## **President's Advisory Committee on Transportation and Parking**

**Date:** Tuesday May 11, 2010

**Time:** 2pm to 4pm

**Location:** MUSC 220

**Present:** Terry Sullivan, Chair  
Trevor Chamberlain, MUFA  
Chris Erskine, Staff/CAW  
Linda Michtics, MUFA  
Sam Minniti, MAPS  
Drew Simon, (MSU)  
Kate Whalen, ex-officio Office of Sustainability  
Jay Carter, ex-officio Office of Sustainability

**Regrets:** Danielle Stayzer, Chair Parking Appeals Board  
Sandra Singh, ex-officio Security & Parking Services

**Minutes:** Lora Deligeorgis, Security & Parking Services

### **1. Approval of Minutes-January 2010**

No changes were made to the January 2010 minutes.

2. Additional Items were added to the meeting agenda as New Business.  
HSR Bus Routes off Campus

### 3. Questions

a) A question was brought up regarding additional shuttle bus service for Special Events who covers the cost. If additional services are required that group covers the cost.

b) A member asked about the protocol for saving Parking Spots for Special events. For example; spots for Gift Giving and special events, parking is provided and a fee maybe charged back. Spots are usually not saved for group events in specific lots. They are given what are called rebate tickets to cover their parking and are able to park in any lot.

c) Members requested that communication be sent out to the McMaster community via email or via the Daily news, notifying them of events where there will be a large number of attendees requiring parking in anticipation that the lots may be full or if there were any changes to service or the lots that will affect their commute. The example of the Job fair was brought up where vendors were directed to park in Lot M and regular parkers had to park further. This added time to their commute as did the reduction of Shuttle Bus Service.

d) It was recommended that the minutes of the PACTP meeting be posted on the Parking Website. A suggestion made was that the minutes be password protected and names not included. Otherwise people may be unwilling to provide personal opinions if they will be identified on the web.

#### 4. Update on Item in the minutes of January 2010

A member requested that an update be provided on Main Street intersection Project 4(c) MMM Group has been hired to conduct a safety assessment of the entrance, the lighting, the crosswalks and the intersections.

(Please see attached MMM notes for details of this project)

#### 5. Bus Service to Guelph is no longer available.

A daughter of one of the members used to use this service but it is no longer in service. Coach Canada dropped the service. GO transit would pick up the service if the ridership was there. Sustainability has inquired to have it started up if there are the numbers.

(Parking and Transit and MSU have secured "Aboutown Bus Company" to provide the MAC-Guelph connection starting in September 2010)

#### 6. a) Update on Automation.

A few of the committee members commented on the entry and exit gates working better in Lot C and Lot M. There was just a question regarding the signage and how the counts work. They can be adjusted by the Parking office. Transponder holders take priority over visitors with the counts but depending on what the count has been set to , if there is one spot left it could be first come first serve.

b) Parking recently signed a service contract with Zeag, who installed the Gate Arm system worth \$135,000. This contract includes same day service. This will be challenging since there are 62 gates to make sure are up and running at all times. One thing that Parking has taken away from the Automation experience is that there should always be at least 2 entry gates and 2 exit gates in every lot so that if one is not working there is always the other one.

c) A question was brought forth regarding getting the lots cleaned and pot holes repaired. Parking and Facility Services tour the University and the lots and make a list of areas requiring repairs and put it to tender for the Summer Works Projects. Hopefully these repairs will take place in June & July.

#### 7. Lot M CSO Tank Update

The project is almost complete. Parking and Sustainability are moving towards putting in the Permeable paving in those lots. The paving is made of recycled plastic. The layers are comprised of gravel then topsoil and then the grass seeds are planted on top. This allows the water to penetrate and the plastic gives the ground the strength to hold the weight of the vehicles. Hopefully the city will pay for the project. It will start with the 225 spot lot which is a small project but a giant step for the University.

#### 8. Safety in Lots B & C

The report from MMM has been completed but have asked for the Timeline to submit to Health and Safety. The study found that since the Parking Automation system has been in place, the safety of the lots has been improved. Other offices have also reported that there have been no complaints since the Automation system has been up and running. Previously, many of the complaints were due to outstanding parking fines that had been sent to collections. Parking no longer uses a collections agency. If someone has an outstanding fine and they are a student, it gets transferred to their student account but the same cannot be applied to employees and their pays.

#### 9. New Business- Clean Air Commute Challenge (previously Commuter Challenge)

Running from June 14<sup>th</sup>-18<sup>th</sup>. It is free to join. Prizes include a trip to Costa Rica, a Raleigh mountain bike and 2 \$1000 Canadian Tire shopping Sprees. The website for the new challenge is much easier in comparison to last year.

#### 10. Secure Bike Storage

Sustainability/Parking are offering free usage of the secure bike storage for 2010. This includes a swipe pass. It has had 5 fold increases in usage. Sustainability has secured funding for 10 more bike racks and the MSU has matched the 10 making it 20 total additional bike racks. Sustainability is reaching out to everyone to find out where bike racks are wanted/needed (ET, DBAC, across from Willy Dog)

#### 11. a) HSR routes off campus

The University would like to restrict large vehicles on campus. The core is for Pedestrian usage only. The desire is to work with the HSR on this since the University still encourages the use of public transit. The HSR is seen as a partner and we are happy with the service. Accessibility should be considered when making this decision.

b) It was recommended that a new bus shelter be placed on the north side of Sterling by the Museum. On rainy days with there being no shelter on that side of street, pedestrians go to the shelter on the other side until their bus arrives and then run across the street causing some safety concerns. One idea is to move the bus shelter on to University Avenue.

The current HSR Bus routes and options were discussed. The large number of McMaster community members using public transit makes it important to have safe and effective transit

#### 12. 10 visits for \$75

This pass works out to be \$7.50 a day. It has been field tested and is now in use. The Sustainability office would like to be involved in rolling this out and other members agreed that there has been some interest from the McMaster Community for something like this. Communication will be going out shortly.

### 13. Campus Maps

Parking is in the process of creating and installing Maps on campus for way finding purposes. Also discussed was the possibility of Maps at the entrance of each building with the floor plan. Another idea was having Cell phone applications of the campus map.

### 14. Parking Regulations

The Parking regulations were not approved since time ran out. This outstanding item will be put on the next meetings agenda.

The next meeting was scheduled for July 20<sup>th</sup>. It was mentioned that meetings are not usually held in the summer. As a result it was cancelled.

### **Future Meeting Dates:**

September 28, 2010 1:30-3:30 MUSC room 224  
November 30<sup>th</sup>, 2010 1:30-3:30 MUSC room 220  
February 1<sup>st</sup>, 2010 (to be confirmed)