Parking and Transportation Subcommittee Minutes  
Tuesday September 14, 2004

Present: Carl Koehler, Susan Baker, Dana Galloway, Muriel Parenteau, Bruce Leung, Rebecca Johnson, A. J. Burlesen, Eli Milchman and Skip Fotch

1. Acceptance of the minutes from 5/11/04.

2. Changes of the P & T Committee – Thomas Hetherington and Joyce Taylor have resigned due to time constraints. There are now two positions open on the P &T committee one for classified and one faculty position.

3. Old Business:
   a) New Parking Signs are installed – In general the signs are clear and highly visible. However, the information on the stickers attached to the yellow ticket dispensers conflicts with the information on the parking signs.
   b) Results of letter sent to students requesting return of permits: - Susan - There was very little response to the letter and no permits were returned.
   c) Update on no left turn signs: -Chief Koehler – Only one instructor complained about the no left turn sign this semester. It was recommended that the no left turn should be enforced at all times. Also, there is a lot of traffic generated from Riordon High School. Chief Koehler will be talking with the Dean of Riordon to discuss the traffic flow.
   d) Update on the reservoir project – Chief Koehler – Per discussion with Jim Blomquist, it will be another 30 days until the reservoir-parking project is complete. They still need to install lighting; the emergency phones and set the parking dispenser machines. An outside contactor will do the electrical. Approximately 150 spaces will be designated for staff parking.
   e) Facilities Review meeting: It has been change to September 22, 2004 1:00pm to 3:00pm.
   f) Facilities Review time line for future building projects with impact on Parking: - Chief Koehler – The Wellness Center (It will be 175,000 square feet) is slated to break ground later next year and will take most of B Lot. The Student Health building will take all of E Lot and part of F lot.
   g) Shuttle Project Update –Due to cost constraints this project was shelved and may be re-addressed in the future.
   h) Article written by Bruce Leung – No longer a need for Bruce’s letter. The parking control of the faculty/staff lots is working. This is due to the better signage and the efforts of the Campus Police.

4. New Business:
   a) Update on enforcement changes –Chief Koehler – They identified the worst areas and busiest drop off points. The officers received traffic control training from DPT. They coordinated with the SFPD and Highway Patrol to increase patrol at the beginning of the semester. Made up large sandwich signs and directed the students to the reservoir parking. Enforced parking in the staff lots. Had higher visibility of officers on foot and one on a bicycle.
b) **Bravo for the first 2 weeks of semester enforcement**—Muriel—Read letter from the former parking chair, Annette Rappleyea. She thanked Chief Koehler for putting into practice many of the recommendations the Parking Committee had made in the past. There have been many favorable comments because parking was available in staff lots this semester.

c) **Checking information on the Parking Ticket vending dispenser to see that it matches the new signs.** Muriel asked that all on the committee check them out to look for errors.

d) **Parking regulations**—Chief Koehler and Skip Fotch will work on revising the regulations. They will also clarify the regulations published in the class schedule.

e) **Article for City Currents and Guardsman about “No Left Turn Signs”**—Dana Galloway will write an article for City Currents and Eli Milchman will write one for the Guardsman.

f) [www.511.org](http://www.511.org) info in the Fall ’04 Flex program—Muriel—This website is designed to enable people to find a vanpool to get to school. She encourages everyone to check out the website and think of ways to promote this program.

g) **Encourage students to use bike racks by special CCSFPD enforcement procedures. (Double Locks on Bikes)**—Muriel and Chief Koehler—First, educate people via City Currents and the Guardsman. Second, continue attaching warning flyers to illegally parked bikes. Third, set a date of enforcement, publish the notice and proceed to double lock illegally parked bikes on that date. The student will have to go to the Campus Police Dept. to have their bike released. Muriel would like to set December 1st as the target date to begin locking bikes.

h) **CCSF Bike club to identify five more locations for bike racks**—There was discussion and some suggestions. Rebecca Johnson and Eli Milchman to work on this project.

i) **Wage Works**—We need to readdress implementing this program.

Next Meeting: Tuesday, October 12, 2004 - 2:30 – 4:00 PM, R206

Motion:
A motion was made and passed that the P&T Committee recommends that the “No Left Turn Signage” be enforced at all times.

Submitted by Susan Baker