

Transportation & Parking Services

## Transportation Alternatives Board

June 26, 2007

2:00-4:00PM

Bren School Conference Room # 3526

- I. Roll Call 2:00PM
- II. Introduction of Guests
- III. Approval of the Minutes
- IV. Update from the Chair
- V. Update on Proposed Funding for Long Distance Buses
- VI. Fines & Forfeitures Budget Update – Bob Sundberg
- VII. Discussion of Recommendations to the Chancellor for 2007-08
- VIII. Skateboarding Policies at UCSB – Stephanie Brower
- IX. Future Meetings – Schedule & Agenda Items
- X. Public Comment  
(Any member of the public may address the Board for up to 2 minutes on an alternative transportation related item not scheduled elsewhere on the agenda).
- XI. Adjournment 4:00PM

1 **Transportation Alternatives Board**  
2 **June 26, 2007**  
3 **Minutes**

4  
5 **Members Present:** Barbara Hirsch, Bruce Kendall, Cyril Johnson, Bill Freudenburg,  
6 Laura Crownover, and Corey Huber (new Resident Halls Association President)

7  
8 **Staff Present:** Bob Silsbee, Dolly Smith, Jamey Wagner, and Bob Sundberg

9  
10 **I. Roll Call**

11 The meeting was called to order at 2:00PM with Bernie Kirtman, Brent Miller, and  
12 Stephanie Brower unable to attend.

13  
14 **II. Introduction of Guests**

- 15 • Scott Spaulding, Traffic Solutions – Santa Barbara County Associations of  
16 Governments (SBCAG), attended.

17  
18 **III. Approval of the Minutes**

19 May 31, 2007 Meeting Minutes

20 The Board unanimously approved the minutes from the May 31, 2007 meeting with the  
21 following changes and clarifications:

- 22  
23 • Line 92 was changed to reflect the amount of \$74,000.

24  
25 Clarifications:

26  
27 Board member Johnson stated:

- 28 • Under the discussion of equity at the last meeting, his motion was not made to  
29 create equity between different alternative transportation modes, but the Board  
30 was trying to encourage people to take alternative transportation.  
31 • It could create problems if the Board tried to create equity between different  
32 modes; the Board will not be able to create total equity.

33  
34 The Board agreed that equity is important but total equity would not be possible.

35  
36 Scott Spaulding stated the Board could create an equitable subsidy within one mode of  
37 transport, such as the bus; but not an equitable subsidy for all modes.

38  
39 Chair Kendall stated:

- 40 • The Board's intent was to promote alternative transportation in a number of ways  
41 by signaling to the SBCAG board to show support of the long-distance buses.  
42 • The motion that was passed does have the effect of providing a uniform transit  
43 benefit to all bus riders for the current bus fares.

44  
45 June 7, 2007 Meeting Minutes

46 The Board unanimously approved the minutes of the June 7, 2007 meeting with the  
47 following corrections:

- 48 • Lines 264-66 were changed to: "Chair Kendall stated the funding provided to  
49 local/MTD bus users has not been equitable to the lack of funding provided to

50 other long-distance bus riders. The Chair suggests the Board adopt a uniform  
51 transit benefit to all bus riders.”

52

#### 53 **IV. Update from the Chair**

54 Chair Kendall stated he would soon be working on making the motions into  
55 recommendations to the Chancellor.

56

##### 57 Pre-tax Payroll Deduction

58 Chair Kendall got a letter from a vanpool rider about the vanpool increases. The vanpool  
59 rider stated the federal policy is a \$110 limit for pre-tax transit deductions. However,  
60 there is a limit of \$200 for pre-tax parking deductions.

61

62 Scott Spaulding reported:

63

- 64 • It makes no sense that parking has a higher pre-tax amount limit.
- 65 • The alternative transportation industry wants equitable treatment.
- 66 • This issue is at the federal level for negotiations.
- 67 • The construction and automobile industries are highly influential at the federal  
68 political level.

69

69 The Chair inquired if the university can do anything about this?

70

71 Scott Spaulding responded:

72

- 73 • The UC Chancellors and the UC President should contact the elected federal  
74 representatives about this issue.
- 75 • The Clean Air Express (CAE) riders would also be affected as there are  
76 approximately 25 UCSB-CAE riders on payroll deduction.
- 77 • There are approximately 150 people on campus (who use the vanpool or CAE)  
78 who are on pre-tax payroll deduction and would be affected.

79

79 Board member Freudenburg stated the students should help advocate to the appropriate  
80 parties on this issue.

81

82 The TAP Manager, Jamey Wagner, stated the limit for pre-tax payroll deduction should  
83 also include bicyclists and carpoolers in the motion.

84

##### 85 Funding Allocation Recommendation

86 The Ratepayer Board recommended some of the Chancellor’s funding (\$74,000) to TPS  
87 be allocated to TAP to avoid construction of more parking structures.

88

#### 89 **V. Update on Proposed Funding for Long Distance Buses**

90 At a previous Board meeting, the Board moved to recommended that TAP fund users of  
91 all public long distance buses at the rate of \$21 per month (please refer to the minutes of  
92 the June 7, 2007 meeting).

93

94 Current status of this recommendation:

95

- 96 • The Chancellor has approved this recommendation.
- 97 • TPS has contacted Labor Relations to start this implementation.
- 98 • Labor Relations reported they sent a letter out June 20, 2007 to the bargaining  
99 units with a tentative date for implementation on September 1, 2007, with a  
duration until June 30, 2008.

- 100       • TAP needs to work with VISTA to implement the transit benefit to the Coastal  
101 Express as there is not a current mechanism in place for providing bus passes to  
102 UCSB-Coastal Express riders.  
103

104 **VI. Fines & Forfeitures Budget Update**

105 TPS distributed “Enforcement, Citations Financial Report, without TAP” (please refer to  
106 Attachment “A”) and “Transportation & Parking Services (TPS)” organizational chart  
107 (please refer to Attachment “B”).  
108

109 **Fines & Forfeitures Budget Without TAP**

110 Bob Sundberg, TPS Associate Director, reported regarding “Enforcement, Citations  
111 Financial Report, without TAP” (please refer to Attachment “A”). This budget shows the  
112 costs and revenue of the Fines & Forfeitures budget without anything related to TAP.  
113

114 TPS reported from “Enforcement, Citations Financial Report, without TAP” (please refer  
115 to Attachment “A”):

- 116       • Fines & Forfeitures has a projected profit of \$43,791 for fiscal year 2006-07  
117 without TAP.
- 118       • The proposed revenue for 2007-08 is \$1.649 million without TAP.
- 119       • There would be a profit of approximately \$108,000 in the Fines & Forfeitures  
120 budget (please refer to “Enforcement, Citations Financial Report, without TAP”:  
121 Attachment “A”) for 2007-08.  
122

123 Profit/Loss Without TAP

124 Board member Johnson inquired why the profit/loss in the 2006-07 budget without TAP  
125 was reduced from a profit of \$104,350 to the current projected profit of only \$43,791,  
126 which is a difference of approximately \$60,000?  
127

128 TPS responded the difference of approximately \$60,000 is due to the following:

- 129       • The re-allocation of staff from the Parking Operations budget which affected the  
130 total Campus Recharges because of Field Services and the In-House Assistance  
131 line item.
- 132       • Revenue lost (approximately \$100,000) from enforcement providing traffic control  
133 at the East Gate Entrance, which was recharged for staff time only with no  
134 recharge to Fines & Forfeitures for lost citation fines revenue.  
135

136 Staff Reallocation

137 In response to Board queries, TPS reported:

- 138       • The staff reallocations were a result of the Ratepayer Board recommendations  
139 from 2006-07.
- 140       • Some of the reallocation happened after the beginning of fiscal year 2006-07  
141 (summer 2006).
- 142       • Other changes occurred after certain recommendations related to Events staffing  
143 were accepted by the Chancellor in November 2006.
- 144       • TPS and the Associate Vice Chancellor of Campus Design & Facilities, Marc  
145 Fisher, collaborated on these staff reallocations.
- 146       • The staff members that were not in the original budget include some of the  
147 Enforcement Manager position, the Guest Services Manager (Analyst III) and all  
148 of Ron Lafferty (Lead Parking Rep.)

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Campus Services

- Board member Freudenburg stated the costs for Campus Services without TAP increased by approximately \$54,000, which seems excessive.
- TPS reported IS&C is for computer, e-mail and data storage. Some of the staff members that were reallocated from the Parking Operations budget are now included in the Campus services lines.
- Board member Johnson stated the costs for IS&C without TAP is approximately 300% of the budgeted amount.

Revenue

Board member Johnson stated the projected Revenue - Fines & Forfeitures line item for 2006-07 is less than the budgeted amount by \$100,000. Bob Silsbee stated the recharges for Field Services is up by approximately \$182,000.

TPS reported the reduced revenue of \$100,000 for Fines & Forfeitures is due to the traffic control at the East Gate Entrance. TPS did recharge on an hourly basis, and this did not cover the revenue lost from the enforcement officers unable to write parking citations. The total recharge was approximately \$30,000, which is included in the \$182,128 recharge.

Police Recharge

Police recharge line item includes the time for police officers to appear at Level 2 hearings and the patrolling of lots to enforce parking compliance, which includes writing citations. The patrolling of lots for security comes out of the Parking Operations budget.

Court Costs

TPS reported:

- Court costs are a flat fee per parking citation, if they are paid in full.
- There is a court fee of \$7.50 per parking citation, which breaks down to:
  - \$2 – federal fund
  - \$1.50 –criminal justice facilities
  - \$1.50 – court house construction fund
  - \$2.50—emergency medical services assessment
- These court costs are only for parking citations.

Citations and the County

In response to Board inquiry, Scott Spaulding reported the SBCAG Board does not address the issue of citations.

Citations

TPS reported:

- The typical parking citation at UCSB costs \$40.
- The City of Santa Barbara reported they may raise citations to \$45. TPS is monitoring this issue, so when this occurs, UCSB will match the city's citation amount.
- For every \$5 increase in the citation amount, it yields \$90-100,000 of increased revenue per year.
- TPS does not need to notify unions about increases to parking citation fines.

**Fines & Forfeitures Budget with TAP**

198 The Board also referred to “Enforcement, Citations and TAP Financial Report “ (please  
199 refer to Attachment “B” from the June 7, 2007 minutes) and TPS reported:

- 200
- 201 • The proposed revenue for 2007-08 is \$2.028 million.
- 202 • The total salary and benefits expense for TAP staff is approximately \$97,000.
- 203 • There will be a proposed loss of \$28,000 for 2007-08 (please refer to Attachment
- 204 “B” from the June 7, 2007 minutes).
- 205

#### 206 Revenue and Operating Expenses with TAP

207 Board member Hirsch stated the Revenue -Fines & Forfeitures line item for fiscal year  
208 2006-07 is \$1.3 million and the expenses are \$902,000. There is not much left over for  
209 TAP.

210

211 TPS reported the total programmatic expenses for TAP is currently approximately  
212 \$200,000.

213

#### 214 Past Revenue and Operating Expenses, Prior to Staff Reallocation

215 TPS stated, previous to the staff reallocation, there was approximately a \$100,000 profit  
216 from the Fines & Forfeitures budget to support TAP in 2005-06. Per the Board’s request,  
217 TPS stated they will check the staff allocation and provide this information to the Board.

218

#### 219 Usage of Older Vanpool Vehicles to Reduce Costs

220 The TPS Garage manager stated the older vanpool vehicles pulled from long-distance  
221 services could be used in urban areas as faraway as Carpinteria.

222

#### 223 New Vanpools Vehicles

224 TPS Vanpool Program staff reported:

- 225 • The five new vanpool vehicles (11-passenger) are expected to arrive at UCSB
- 226 the following week.
- 227 • TPS will hold a vanpool allocation meeting for vanpool riders to discuss the
- 228 replacement scenarios of the older 14-passenger vans with the new 11-
- 229 passenger vans. This meeting will be held at noon on June 27, 2007 at the UGen
- 230 Lobero Room.
- 231 • Board members Crowover and Huber stated they will attend the Vanpool
- 232 allocation meeting.
- 233

234

#### 234 **Staff Organizational Chart**

235 TPS presented the “Transportation & Parking Services (TPS)” organizational chart  
236 (please refer to Attachment “B”).

237

238 TPS reported:

- 239 • The new Director will be allocated 40% to the Fines & Forfeitures budget.
- 240 • Bob Sundberg will be 100% under the Fines & Forfeitures budget.
- 241 • Field Services line item includes the staff member who coordinates events (Ron
- 242 Lafferty). His salary is covered by recharges to other departments under the
- 243 “Recharges- Field Services” line item.
- 244 • There are two full-time citation adjudication officers who review citation appeals
- 245 at Level 1.
- 246 • There is one 50% employed citation adjudication assistant who processes
- 247 payments and schedules Level 2 appeal hearings at the Police Department.

248 Information Technology  
249 The information technology position is a 100% position. Recently, the TPS information  
250 technologist left the department, so that position will be vacant for a few months while  
251 TPS finds a replacement. In the meantime, the Citations Manager has volunteered to  
252 provide website assistance for TPS.

253  
254 TAP  
255 TAP is staffed by Jamey Wagner (100%) and Dolly Smith (50%).  
256

257 Financials  
258 The Financial Analyst III is a new position and will be 50% in the Fines & Forfeitures  
259 budget and 50% in Operations. Part of the Analyst II and Assistant II positions' salaries  
260 and benefits are now included in the "In-house assistance" line item of the Fines &  
261 Forfeitures budget. These expenses were not in the original 2006-07 budget (the result  
262 of discussions with the Ratepayer Board).  
263

264 TPS Director  
265 Board member Freudenburg stated:  
266 

- The Director should be allocated more to the Parking Operations budget due to  
267 having more customer issues related to parking.
- TPS should change the Director's allocation now, and it should not be 40% in the  
268 Fines & Forfeitures budget.

  
269  
270

271 Board member Johnson questioned if TPS needed a new Director as TPS has been  
272 without one for a long time.  
273

274 TPS stated:  
275 

- This allocation is based on his current job description. TPS will be able to revisit  
276 this allocation once they see how much the Director works for the various units of  
277 TPS.
- It is within the purview of the Board to make recommendations to the Chancellor  
278 about the Fines & Forfeitures budget.

  
279  
280

281 Parking Enforcement  
282 Board member Freudenburg stated even though TAP receives the revenue from  
283 citations, the parking representatives' job duties are related to enforcing parking permits,  
284 which is the responsibility of Parking Operations; their salaries should be paid by the  
285 Parking Operations budget.  
286

287 **Purpose of the Board**  
288 Board member Freudenburg stated:  
289 

- The purpose of the Board is to seek revenues for TAP. However, they are  
290 currently supervising the loss of revenues from TAP.
- The Board is not doing what the Chancellor appointed the Board to do.
- The Board needs to protest how many things are suddenly showing up in the  
291 Fines budget that is not appropriate and erodes the funding available to TAP.
- Expenses on the Fines & Forfeitures budget are increasing.

  
292  
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298 **Conclusion**

299 Board member Johnson stated:

- 300 • The Board seems to have no control over the TAP budget.  
301 • He wondered if the Board does not have a budget to work with, should there be a  
302 Board?  
303 • He appreciated the information from TPS, so what can they do; just have  
304 program cuts in the future?  
305

306 Board member Hirsch stated:

- 307 • The Board needs to expand the Transportation Alternatives Program.  
308 • The TPS Director needs to be involved in the budget and with the Board.  
309

310 The Chair stated:

- 311 • He will meet with the TPS Director about this issue of the TAP budget.  
312 • The last time he met with the Director, the Director stated his plan is to meet with  
313 everyone at first before making changes.  
314

315 **Vanpool Increases and Salary Increases**

316 The Board discussed their recommendation to tie vanpool fare increases with the  
317 average UCSB faculty/staff salary increases for the previous year. The Board inquired  
318 how this would be feasible to implement.  
319

320 Discussion and Response:

- 321 • Sydney Roberts, Labor Relations, reported to TPS that it will be very difficult to  
322 come up with a campus average of salary increases. She suggested thinking  
323 about salary increases in relation to a particular group as there will be less  
324 variables.  
325 • The Board inquired if the cost of living increases were documented. TPS  
326 reported that, for particular bargaining units, salary increase information is readily  
327 available.  
328 • Board member Freudenburg suggested looking at the majority of salary  
329 increases to come up with an average.  
330 • Sydney Roberts and Leslie Sanchez reported to TPS the Board's  
331 recommendation was currently too vague to implement.  
332

333 After the discussion concluded, the Chair stated TPS should come up with a proposal of  
334 a clear vanpool fare increase amount based on the average of the current vanpool  
335 riders' salary increases.  
336

337 **Recommendations to the Chancellor**

338 Freudenburg stated he wanted to make it clear that he drives everyday.  
339

340 **Motion #1: Concern About TAP Funding from the Fines & Forfeitures Budget**

341 Freudenburg moved, in view of frightening allocation of funding, to have the Chair  
342 communicate to the TPS Director, the Chancellor, and other appropriate parties about  
343 their grave concern about funding for TAP incentives being eroded by administrative and  
344 other expenses from the Fines & Forfeitures budget.  
345

346 The motion passed with unanimous vote.

347 **Motion #2: Parking Citation Fees**  
348 Board member Freudenburg moved to recommend that the parking citation fees  
349 increase from \$40 to \$45 effective July 1, 2007 or as soon as possible.

350  
351 The motion passed with 4 in favor and 1 against (Cyril Johnson). Board member  
352 Johnson did not believe that it was in the purview of the Board.

353  
354 **Motion #3: Commitment and Funding to Expand Alternative**  
355 **Transportation/Reducing Carbon Emissions**

356 Board member Hirsch moved that the Board recommend to the Chancellor the campus  
357 have a stronger commitment and funding for expanding alternative transportation in  
358 order to work toward reaching the campus' sustainability goals of carbon neutrality.

359  
360 The motion passed unanimously.

361  
362 **Motion #4: Pre-Tax Payroll Deduction Maximum Limit for Transit**

363 Board member Johnson moved to bring to the Chancellor's attention the disparity of the  
364 maximum limit between the pre-tax payroll for transit and pre-tax payroll for parking; and  
365 the Board recommends the Chancellor work with other UC Chancellors and the  
366 University of California Office of the President (UCOP) on increasing the pre-tax payroll  
367 deduction maximum limit for transit use.

368  
369 The motion passed unanimously.

370  
371 **Motion #5: Sustainability Plan to Include Carbon Impact of Commuting and**  
372 **Deliveries to the Campus**

373 The Chair moved that the Campus Sustainability Plan needs to take into account the  
374 carbon impact of commuting and deliveries to the campus.

375  
376 The motion passed unanimously.

377  
378 **VII. Skateboarding Policies at UCSB**

379 This agenda item was postponed until a future meeting.

380  
381 **VIII. Future Meetings – Schedule & Agenda Items**

382 The Board tentatively scheduled the next Board meeting for Tuesday August 7, 2007  
383 from 2-4pm.

384  
385 Future agenda items include: MTD presentation on reinstating the former uptown  
386 express, vanpool fares tied to average campus salaries increases, skateboarding  
387 policies at UCSB, and updates on TAP changes.

388  
389 **IX. Adjournment**

390 The meeting adjourned at 3:45pm.

**Enforcement, Citations Financial Report, without TAP**

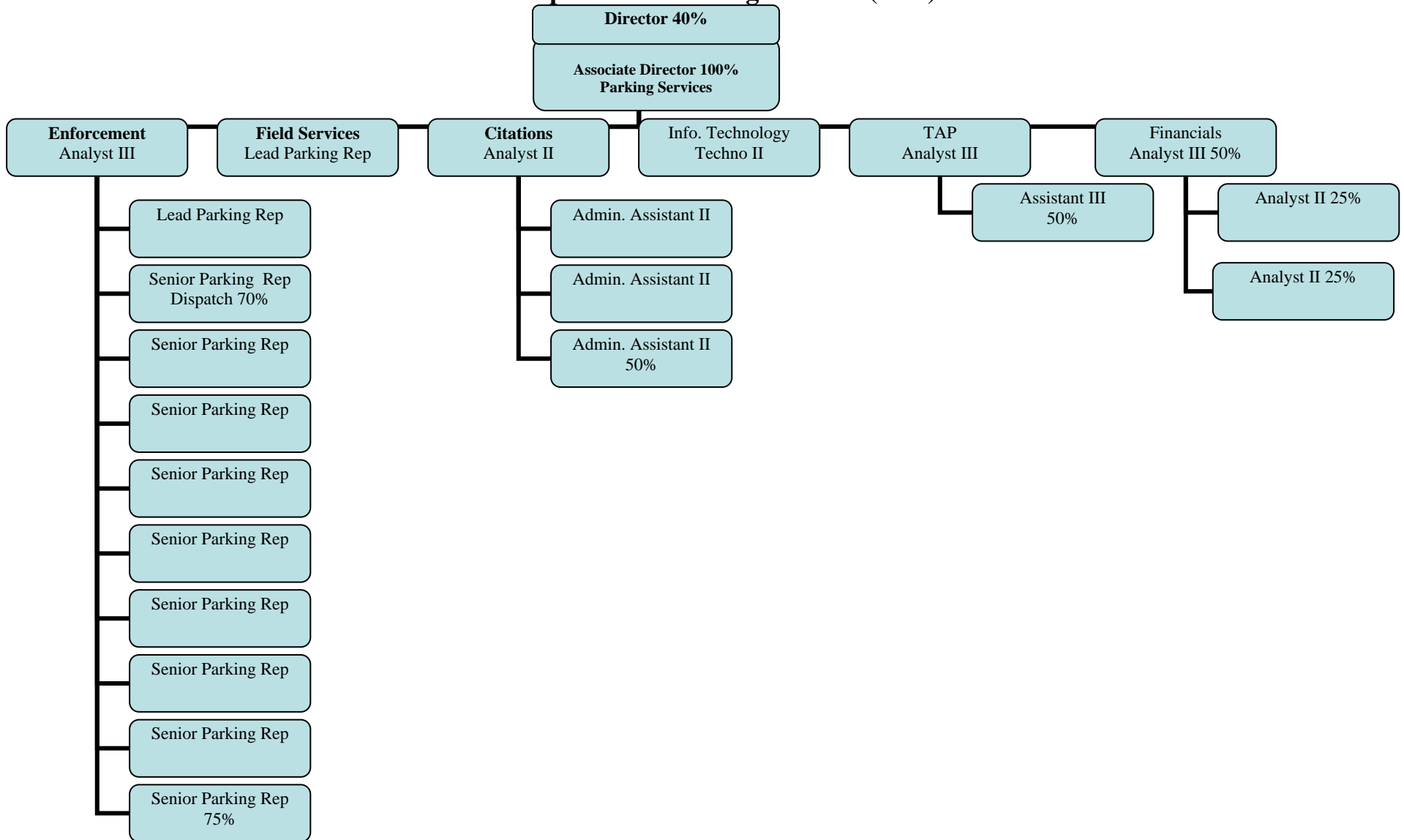
**2006-07 (10 Month) and 2007-08 Proposed**

	2006-07 Budget	2006-07 10 Month Actuals	2006-07 Projected	Proposed 2007-08 12 Month Budget
<b>Revenue</b>				
Fines and Forfeitures	\$1,396,000	\$1,052,861	\$1,296,000	\$1,411,000
Recharges- Housing Enforcement	\$81,000	\$61,200	\$73,440	\$73,440
Recharges- Field Services	\$0	\$152,128	\$182,128	\$165,000
<b>Total Revenue:*</b>	<b>\$1,477,000</b>	<b>\$1,266,189</b>	<b>\$1,551,568</b>	<b>\$1,649,440</b>
<b>Expenses</b>				
<b>Salaries/Wages/Benefits</b>	\$902,000	\$751,563	\$901,875	\$1,033,249
				-\$120,000 <sup>1</sup>
				<b>\$913,249</b>
<b>Campus Services</b>				
Transportation Services-Enforcement/Field Services	\$50,000	\$60,253	\$72,304	\$70,000
Police Recharge	\$35,000	\$3,766	\$35,000	\$35,000
Comm. Services / Phones & Radios	\$9,500	\$9,362	\$11,248	\$11,200
IS&C	\$5,400	\$13,534	\$16,241	\$17,100
Common Fund/Cost Recover/Ins/Mail	\$15,000	\$17,677	\$21,212	\$22,275
Utilities	\$4,500	\$4,369	\$5,246	\$5,700
FM Custodial & Bldg Maint.	\$4,500	\$9,276	\$11,123	\$6,500
FM Admin Support	\$3,000	\$0	\$3,000	\$3,000
HR / Fingerprinting	\$0	\$429	\$350	\$300
Central Stores	\$8,000	\$4,453	\$5,383	\$8,000
Other Campus Recharges	\$0	\$3,512	\$7,000	\$7,340
<b>Total Campus Recharges</b>	<b>\$134,900</b>	<b>\$126,631</b>	<b>\$188,107</b>	<b>\$186,415</b>
<b>Contractual Services</b>				
Citations Processing - Vendor	\$85,000	\$80,281	\$96,337	\$110,000
Wireless Phone Hardware & Contract	\$7,000	\$4,014	\$4,847	\$5,000
Data Ticket	\$0	\$3,414	\$4,133	\$4,300
Temporary Services	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$200
<b>Total Contractual Services</b>	<b>\$92,000</b>	<b>\$87,709</b>	<b>\$105,317</b>	<b>\$119,500</b>
<b>Other</b>				
Valet & Shuttles - Field Services	\$0	\$1,273	\$1,528	\$1,575
Court Costs	\$200,000	\$133,980	\$182,000	\$250,000
Uniforms	\$3,850	\$3,850	\$3,850	\$4,200
General Supplies	\$5,500	\$3,301	\$3,577	\$5,500
Training	\$1,000	\$595	\$714	\$1,500
Computer & Related Supplies	\$6,000	\$2,879	\$3,461	\$6,000
Travel	\$1,000	\$574	\$1,000	\$1,000
Signs & Graphics	\$0	\$20,556	\$20,600	\$5,000
In-House Assistance	\$0	\$13,588	\$16,307	\$17,600
Other	\$1,400	\$0	\$0	\$1,400
<b>Total Other</b>	<b>\$218,750</b>	<b>\$180,596</b>	<b>\$233,036</b>	<b>\$293,775</b>
<b>Total Materials</b>	<b>\$445,650</b>	<b>\$394,936</b>	<b>\$526,460</b>	<b>\$599,690</b>
<b>Capital Expenses</b>	<b>\$25,000</b>	<b>\$23,442</b>	<b>\$79,442</b>	<b>\$28,000</b>
<b>Total Operating Expenses</b>	<b>\$1,372,650</b>	<b>\$1,169,941</b>	<b>\$1,507,777</b>	<b>\$1,540,939</b>
<b>Profit/Loss</b>	<b>\$104,350</b>	<b>\$96,249</b>	<b>\$43,791</b>	<b>\$108,501</b>
<b>Carry Forward (Reserves fr Prior Yr)</b>	<b>\$390,379</b>		<b>\$390,379</b>	<b>\$434,170</b>
<b>Balance</b>	<b>\$494,729</b>		<b>\$434,170</b>	<b>\$542,671</b>

<sup>1</sup> Salary reduction from additional night and weekend revenue

Attachment "B"

Transportation Parking Services (TPS)



**Total 2007-08 Salary and Benefits for Fines & Forfeitures \$1,156,200**