

Minutes – Subject to Approval – October 22, 2018
University of Wisconsin-Fox Valley Board of Trustees

Trustees Present: Joy Hagen, Mike Thomas, Mike Brunn, Steve Binder, Tom Snider

Others Present: Martin Rudd, Chuck Hermes, JoAnn Rife, Ane Carriveau, Ben Richardson, William Hanson, Kevin Newhouse

- 1) **Call to Order.** Chair Joy Hagen called meeting to order at 1:00 pm.
- 2) **Public Comment:** None
- 3) **Approval of Minutes from September 10, 2018 Meeting.** Mike Thomas motioned to approve the minutes as submitted, seconded by Steve Binder. Motion carried 4-0.
- 4) **Presentation and Discussion of Bills.** Kevin Newhouse presented bills paid in September, 2018. Invoices were handed out. Kevin explained status of the Small Capital Projects. Installment of Library power drops are complete, as well as the green house door repairs. Contracts are signed for the Library desk install and maintenance shed repair. Contract in process for the table, plumbing and electrical for chemistry lab 1012. Everything was acceptable.
- 5) **New Business**
 - A. **Parking Fees and Repairs:** Martin introduced Ben Richardson (UWO Director of Parking & Transportation) to discuss how UWO handles parking. Ben first explained that the money collected for parking permits and enforcement are used to maintain all UWO parking lots. This money goes into a cost recovery fund for this. None of the money can be moved from this fund for use in other funds per state law. The funds can only be used for parking, safety and transportation. The question of how much revenue was brought in for parking permits and enforcement was asked by Trustee Mike Thomas. Ben answered that \$1.5 million including \$100,000 in meters and pay stations and \$200,000 in ticket revenue. The student VP (William Hanson) asked if there was a way for students who couldn't afford parking permits to get assistance. Ben explained that students can add that to their tuition account and pay as tuition is due with payment plan. Martin asked how the budget and revenue was handled at UWO for replacement of parking lots, Ben stated that the majority of their large projects are funded through bonds. Employee costs and small repair projects come from the cost recovery fund. JoAnn Rife stated that all large projects are part of the UWO Campus Master Plan. Trustee Mike Brunn brought up the fact that to institute a system with enforcement must have people to enforce, printed tickets to give and a way to collect and how to deal with non-payment. JoAnn Rife also stated that there must be a place on campus for tickets to be contested. Ben stated that they have a committee at UWO that consists of faculty, staff and students. Parking department is not a voting member. Mike Brunn also asked how much the parking ticket computer system cost. Ben explained the different types of systems that could be used. Including: mobile pay systems, license recognition. Less expensive systems range from \$30,000 up to \$50,000 plus annual fees. Trustee Mike Thomas asked about if the overdue tickets had to be reported to the state DOT and his fear of how difficult and entailed that would become. Ben explained that the DOT is not very involved and that UWO tracks the unpaid tickets. After 30 days, the license on the ticket gets a DMV suspension and explained if this wasn't done, you would have a difficult time enforcing. Trustee Mike Thomas stated his belief for a simple system, rather than a very intricate one. Trustee Mike Brunn brought up the possibility of holding up tuition. Martin stated that he is opposed to adding fees to tuition for unpaid tickets because it is an access campus that is here for the purpose of providing the first opportunities to students with less financial barriers. VP William Hanson agreed with Martin and stated that he was at UW Fox Valley because of how much less it cost to go there. Chair Joy Hagen asked about how many hours of enforcement were done and by whom. Ben stated that there were 3 part-time employees that worked 10 hours each per week, along with 1 full-time officer. Chair Joy Hagen also discussed that we were not looking for an elaborate plan, just a way to assist in paying for the parking lot repairs. Joy asked if the students could be charged at the beginning of the semester. JoAnn explained that you could not charge just the students for parking, it had to be everyone using the parking lots. This includes faculty and staff. A general discussion was had about the different types of systems that could be instituted and the need to get some help to offset some of the costs. Trustee Mike Brunn suggested doing minor repairs in the spring and putting a plan in place to do so. Mike Thomas asked for Ben to put together a

projected revenue and cost based on a very simple system. Discussion was ended and all agreed to continue to review it.

- B. Land Use Agreement with Epic Academy: JoAnn explained that the agreement had to be sent off to UW System Legal and System Leasing Office for review. They came back with several edits they wanted done. JoAnn is working on the edits, and it will need to be signed by Epic Academy, The Chair of the UW Fox Valley Board of Trustees and the Vice-Chancellor of Finance and Administration UW Oshkosh.
- C. Survey Building Purchase Discussion: Pushed to next meeting. Benefits?
- D. 2019 Budget Discussion: Kevin handed out paperwork showing last year's budget versus this year's budget and current state of all accounts to date.
- E. Schedule Fall Safety Walk: Doodle Poll to go out.

6) Old Business

- A. Library Façade: Kevin explained that project was working through the final checklist to complete project. Explained why the project was taking extra time. Explained the windows being ordered incorrectly, and the issues with the installation company with grout not being same color and voids in motor joints.
- B. Science Wing Boiler Project: Complete.

7) Report From Regional Executive Officer

Martin Rudd explained food service is back on campus with Sodexo coming on board. Explained the addendum to the OW Oshkosh Sodexo contract that runs through the summer of 2019. Also explained they will not be doing any food for events.

8) Future Agenda Items.

- A. Parking Lot Issues
- B. 2019 Budget
- C. Survey Building

9) Schedule Next Meeting for November 26th, 2018

- 9) Motion to adjourn made by Steve Binder, seconded by Tom Snider

Respectfully submitted,

Kevin Newhouse