

Minutes – Approved – February 25th, 2019
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, William Hanson, Kevin Newhouse, Chris Tarmann, Ben Richardson

- 1) **Call to Order** - Chair Joy Hagen called meeting to order at 1:00 pm.
- 2) **Public Comment** – None
- 3) **Introductions**
- 4) **Approval of Minutes from November 26th, 2018 Meeting** – Tom Snider moved to accept minutes as presented, approved 4-0-0.

5) Presentation of the Bills and Budget Status -

Joy Hagen asked about the Legacy Communications Invoice. Kevin Newhouse explained that it was for the monitoring of the alarm systems on campus. Mike Thomas questioned why the invoice summary sheet only had Winnebago County stated on it. Kevin Newhouse explained that all invoicing goes through Winnebago County, and then Winnebago County charges back to Outagamie County. Mike Thomas also asked about the parking lot repair invoice from Winnebago County. Kevin Newhouse explained it was to patch a hole that occurred from a plumbing repair under the parking lot. Joy Hagen and Steve Binder asked about the many repairs to the Bobcat UTV. Kevin explained it is an older much used piece of equipment. Kevin Newhouse then explained the budget status and that not all invoices had been cleared.

6) New Business

A. Parking Lot Maintenance Repair Plan – Kevin Newhouse Presented the repair plan based from the UW Oshkosh information gathered by Ben Richardson. Kevin explained the estimated costs for each section of the parking lots for both total replacement and sealcoating. The maintenance would be done on a rotating schedule based on priority, and then repeated every 3-4 years. Kevin explained that he has a plan in place to begin this schedule of sealcoating and striping this summer with the east lot as well as making sure to repair any cracks and damage quickly as it is seen. Mike Thomas asked about the timing of when this will happen. Kevin explained the plan was in place to begin this spring. Ben Richardson stated that striping is included when sealcoating areas. Steve Binder suggested making sure to repair birdbath areas with infrared instead of cutting and patching. Steve also suggested sealcoating a new lot a year after install. Mike Thomas asked for quotes for sealcoating for all areas of the lots. Joy Explained that she could see the estimated average cost per year was \$7000 for sealcoating. Joy also read the section of the report that if there was a fee collected for parking that this money would be set aside for when major repairs needed to be done to the parking lots. Similar to UW Oshkosh. Mike Thomas stated that he didn't believe the money coming in would be enough to cover total replacements of the lots. Martin then stated that he didn't believe that the fee money was supposed to cover all expenses, just to assist. Steve Binder asked that when we begin repairing lots, that we look to add lighting in the needed areas as well as upgrade to LED.

B. Snow Removal Budget – Kevin explained the reason for the high number of budgeted money for snow removal. In years past, the budget was not large enough to cover the high expense of snow removal. He also explained that in 2014, the facility had to go back to the counties to ask for more money to cover the expenses. The numbers used were based on the 2012 – 2015 snow fall amounts.

C. Parking Lot Charges Discussion – Joy started the discussion off asking for an explanation about the database management system. Joann then asked that Ben and Chris be allowed to present the proposals first before having a lot of questions. Ben explained the database management system license to Joy. Then presented the options that UW Oshkosh had come up with to set up a fee system for parking and enforcement. The report also explained the estimated cost of parking lot maintenance. Mike Thomas asked about the visitors spots and how that is enforced in comparison to FVTC. Chris explained that they do not police that at FVTC. Mike Thomas stated that the easiest way he sees to charge is to install parking meters. Mike also stated that he prefers the sign layout of the horizontal signage plan. Ben explained that meters and pay stations could be installed. With meters, someone has to collect the money. The pay station allows for collection to not have to happen. Ane Carriveau asked if the number of visitor spots in both parking models are comparable. Ben explained that it was. Steve Binder stated that meters are possibly not

worth the effort for visitors. Agreed that pay stations are better. Mike Brunn asked if we need to charge visitors at all on campus. Chris explained the possibility of using a License Plate Recognition system. Martin explained that after 4-5 in the afternoon, enforcement wouldn't happen. This would make sure there would be no hindrance to evening events at the CAC and Gymnasium. Chris and Ben presented the rest of the options put together UW Oshkosh. Ben explained parking options on campus, visitor parking, infrastructure based on system used, appeals process, enforcement, anticipated revenue, fee structures, recommendations on how to acquire parking passes, collecting fines, and anticipated annual costs for different plans. Options of types of passes to be used were discussed. What to do about carpoolers was discussed. An opt out option was discussed. Requiring students to have a pass and not having to enforce was discussed. Martin discussed that having a police presence would be welcome from a safety stand point. He explained how helpful UW Oshkosh police have been since they took over in October. Mike Brunn asked if this committee responsible for personnel or maintenance facilities. He stated that the University system should take that on in their budget, not the counties. Martin assured the committee that this was not an ask of the counties to pay for the police officer on campus, that it was just part of the plan to enforce parking. JoAnn explained part of the MOU in regards to the parking lots. A timeline as to when to have this issue settled was discussed by Martin. Joy stated that there is still a lot of work to be done. William spoke from the point of view of the students. William asked if a student was only taking one class, would they have to pay to get a parking pass for being on campus only an hour? Joy stated and asked for a special meeting. Martin asked JoAnn if the Board of Regents would have an issue with this possible plan. JoAnn stated that depending on what the committee decided, the Board of Regents may have an issue if it increases student's segregated fees. Administrative fees added on is ok.

D. Accurate Appraisal Building Uses and Needs – JoAnn explained that there is no updates or master plan in place yet for the building. With it being adjacent to the campus, it would be nice to be able to purchase if it becomes available. Mike Thomas stated, that to ask for a just in case building from the counties would be difficult. We would need to have a specific use for it.

7) Old Business –

A. Library Exterior-brick Veneer – Kevin explained that all the leak issues have been repaired and are in good standing. Project Complete.

8) Report from Assistant Chancellor for Access Campuses – Martin gave his report to the Board explaining the UW Fox Valley Website has transitioned to the new university website. The total number of credits for spring semester is up 2% from last year. Martin explained the visit to the Higher Learning Commission in Madison. The UW Oshkosh Foundation and UW System reached a settlement. Martin explained that he and Chancellor Leavitt met with the new CEO / President of the Fox Cities Chamber, looking to have a greater presence within the business community.

9) Future Agenda Items

None Brought Up

10) Schedule Next Meeting –

Special Meeting for Parking Issues Scheduled for March 18th, 2019 at Noon.

Next Meeting Scheduled for March 25th, 2019 at 1pm.

11) Adjournment –

Tom Snider made the motion to adjourn, Mike Brunn seconded.

Respectfully submitted,

Kevin Newhouse