Senate Committee on Planning and Budgeting

Monday, May 11

Various Materials Related to the Planning and Management Review of Transportation Services:

1. Summary of various policies governing Transportation Services
2. Revenue and expenditure data for FY 2014 for various components of Transportation Services
3. Miscellaneous statistical data for Transportation Services
4. Partial list of topics being discussed as part of the Transportation Services review
Transportation Services — Governing Policies and Guidelines

I\W Transportation Services is governed by several policies, including those issued by the University and the State of Washington. The Board of Regents Governance Transportation Policy and the Seattle Campus Master Plan are summarized here. Other policies are listed below for reference.

**Board of Regents Governance, Regent Policy No. 7 - Transportation Policy (BR, June 13, 1986; RC, January 22, 2014):**
This is a high-level policy that recognizes the UW as a major participant with the City and community groups in transportation/traffic/parking planning for the greater University area. As such, it covers transportation modes, organization and planning, funding strategies, cost elements, parking fee structures and parking fee levels. The Board of Regents delegates responsibility for recommending policy, planning, and administering transportation/parking programs to the Senior Vice President for Finance and Facilities. It also assigns responsibilities and objectives for the Transportation Office. Accordingly, the Transportation Office is responsible for working with the University Budget Office and others to develop funding strategies. With advice from the Advisory Committee on Transportation, it is responsible for developing, evaluating, revising parking fee schedules, and recommending allocation of parking system revenues.

It is important to note that the above policy does not require Regental approval of parking fee schedules. However, the Washington Administrative Code (WAC) Chapter 478-116-24 on Parking Fees stipulates that fees for parking and the effective date be submitted to the Board of Regents for approval. Prior to board approval, the University is to hold a hearing (open to the public) on the proposed schedule.

**Seattle Campus Master Plan (August 25, 2003):**
This plan was developed to guide future development of the Seattle campus and determines how the campus can grow while preserving the physical environment and minimizing impacts on its neighbors. It includes a Transportation Management Plan (TMP) that has a goal to limit peak-period, peak-direction vehicle trips of students, staff and faculty at or below 1990 levels.

To achieve this goal, improvements to the existing TMP were proposed. Eight elements, significant to the overall plan, were identified for improvements. The U-PASS program was a key element. Other elements were transit, ride sharing, parking management, residential parking zones (RPZ’s), bicycle, pedestrian and marketing. Each of these elements have supporting programs that target students, faculty and staff.

The TMP states that the University will continue to limit the number of parking stalls on campus to 12,300. It also states that University student, faculty and staff trips should not increase beyond any of the following volumes:
- 8,267 AM peak-period trips TO campus and 9,782 PM peak-period trips FROM campus
- 10,760 AM peak-period trips INTO the University District Area and 13,270 PM peak-period OUT of the University District

If trip increases occur, master use and building permits will not be issued until it has been determined that additional measures will be implemented to restore student, faculty and staff vehicle trips to the baseline levels. If the peak-period baseline level is exceeded in 2 consecutive traffic counts or University District area estimates, they will not be issued for subsequent projects until baseline levels have been restored.

**Other Policies and Guidelines include, but are not limited to the following:**
1. Administrative Policy Statement #53.1 - UW Seattle Parking Management Policies and Regulations
2. Administrative Policy Statement #53.2 - Motor Pool Policies and Regulations
3. Administrative Policy Statement #53.4 - The U-PASS Program
4. Revised Code of Washington (RCW), Chapter 288.130 - Transportation Demand Management Programs
5. Revised Code of Washington (RCW), Chapter 70.94.531 - Transportation Demand Management: - Requirements for Employers
6. Revised Code of Washington (RCW), Chapter 70.94.537 - Transportation Demand Management: - Commute Trip Reduction Board
8. State Administrative Accounting Manual (SAAM) Chapter 12 - Transportation

Transportation Services is also guided by various Memorandums of Understanding (MOU’s).
## Transportation Services
### Consolidated Financial Report
#### As of June 30, 2014

<table>
<thead>
<tr>
<th>Funding:</th>
<th>Consolidated Total</th>
<th>Transportation Improvement Program (TIP)</th>
<th>Parking</th>
<th>Commute Options</th>
<th>Transportation Administration Group (TAG)</th>
<th>Fleet Services</th>
<th>Health Sciences Express</th>
<th>South Lake Union Shuttle</th>
<th>Dial-A-Ride (Disability Shuttle)</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriation</td>
<td>4,013,571</td>
<td>-</td>
<td>166,464</td>
<td>41,867</td>
<td>41,867</td>
<td>2,680</td>
<td>2,550,745</td>
<td>-</td>
<td>492,686</td>
</tr>
<tr>
<td>Revenue: Fees</td>
<td>32,213,907</td>
<td>-</td>
<td>11,863,718</td>
<td>10,314,357</td>
<td>5,428,426</td>
<td>51,600</td>
<td>-</td>
<td>4,567,806</td>
<td>-</td>
</tr>
<tr>
<td>Revenue: TDM Fees</td>
<td>6,910,233</td>
<td>-</td>
<td>4,345,442</td>
<td>2,244,840</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Revenue: Fines</td>
<td>814,225</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Revenue: Institutional Support Grant</td>
<td>3,404,167</td>
<td>122,941</td>
<td>130,000</td>
<td>130,000</td>
<td>951,411</td>
<td>912,455</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Funding</td>
<td>47,968,093</td>
<td>122,941</td>
<td>12,196,399</td>
<td>16,623,076</td>
<td>8,755,568</td>
<td>868,505</td>
<td>2,550,745</td>
<td>4,567,806</td>
<td>1,111,206</td>
</tr>
</tbody>
</table>

#### Expenditures:
- Classified/Professional/Temp/Hourly/OT:
  - Salaries | 5,762,495 | 61,624 | 2,606,907 | 188,884 | 210,242 | 103,249 | 1,347,063 | 621,023 | 451,055 | 13,456 | 158,992 |
- Professional Services | 125,326 | 13,000 | 49,484 | 2,378 | 2,114 | 45,273 | 9,285 | 3,528 | 264 | - |
- Other Contract Services | 31,077,260 | 26,524 | 3,007,640 | 14,651,952 | 8,482,671 | 253,385 | 352,823 | 2,691,961 | 171,770 | 140,596 | 97,939 |
- Fleet Services Vehicle Rentals | 944,850 | - | 129,032 | 212 | 571 | 492 | 5,605 | - | - | - | 330,545 |
- Travel | 54,668 | - | 4,666 | 1,150 | 1,180 | 630 | 38,004 | 6,178 | - | - | 651 |
- Supplies/Materials | 849,362 | 587 | 388,397 | 1,338 | 4,777 | 18,029 | 229,772 | 160,026 | 7,623 | 548 | 265 |
- Equipment | 2,046,540 | - | 127,328 | - | - | 7,443 | 7,351 | 1,954,411 | - | - |
- Staff Benefits | 1,837,874 | 18,933 | 807,154 | 61,884 | 68,080 | 29,994 | 433,526 | 209,346 | 149,298 | 4,510 | 55,127 |
- Vehicle Depreciation | - | - | - | - | - | - | - | - | - | - | - |

#### Total Operating Expenses:
| Total Operating Expenses | 42,268,275 | 122,941 | 7,720,608 | 14,907,779 | 8,769,620 | 456,394 | 2,423,429 | 5,646,473 | 1,111,206 | 159,110 | 350,716 |

#### Non-Operating Expenses:
- University Overhead | 991,250 | - | 991,250 | - | - | - | - | - | - | - |
- Interest | 652,654 | - | 652,654 | - | - | - | - | - | - | - |
- Principal | 552,251 | - | 552,251 | - | - | - | - | - | - | - |

#### Total Non-Operating Expenses:
| Total Non-Operating Expenses | 2,166,166 | - | 2,166,166 | - | - | - | - | - | - | - |

#### Surplus/(Deficit) before Adjustments:
| Surplus/(Deficit) before Adjustments | 3,441,653 | - | 2,279,628 | 1,716,297 | 14,012 | 412,111 | 127,316 | 1,078,687 | - | - | - | - |

#### Transfer-In/Out - Capital Projects:
| Transfer-In/Out - Capital Projects | (9,242,250) | - | (7,606,091) | - | - | (1,506,843) | (127,316) | - | - |

#### Surplus/(Deficit) w/ CiRT:
| Surplus/(Deficit) w/ CiRT | (6,800,597) | - | (6,326,463) | 1,716,297 | 14,012 | (1,096,732) | (1,078,687) | - | - | - | - |

#### 6/30/2013 Ending Balance:
| 6/30/2013 Ending Balance | 12,514,569 | - | 8,666,033 | 3,710,046 | 443,354 | 1,878,693 | (2,220,452) | 24,688 | 32,207 |

#### Prior Period Adjustment:
| Prior Period Adjustment | 680,544 | - | 342,208 | 974,253 | (732,813) | - | - | 24,688 | 32,207 |

#### Current Balance:
| Current Balance | 6,033,428 | - | 2,667,362 | 4,451,089 | 1,162,134 | 781,961 | (3,209,119) | - | - | - | - | - |

**Notes:**
1. Deferred three months of Summer quarter 2014 U-PASS Students ($1M) and fully recognized Summer quarter 2013 U-PASS Students ($1.14M) and Faculty/Staff ($0.12M) received in June, 2013
2. CiRT: $2M E12, $680K cleaning and painting CPG, Stevens Court, and UW Tower, $420K S1, $432K lot paving, $230K Tower Garage repairs, $10K PGB Elevator Hydraulics; $3.7M Parking and $1.5M Active Transportation Burke Gilman Trail, $207K office remodel
3. Parking fine revenue is transferred from Parking to U-PASS Active Transportation
4. Transit agencies expenses averaged over four quarters
5. The cumulative 6/30/2013 fund balances for U-PASS are finalized
6. Student dollars are held in trust. Staff/Faculty dollars are held in a rate stabilization fund.
7. Vehicle depreciation for Fleet: $278K transferred out of Fleet/Equipment Reserve budget 14-9497 and into Fleet current active budget 14-9474, resulting in net depreciation of $0
8. Not used
9. The TS share of HSE Shuttles was budgeted at 15% where actual is at 55%. The UW Shuttles are funded by TDM prior to distribution of the TDM to Student and Staff/Faculty U-PASS.
10. Prior period reclass of $824.6K from Students to Staff/Faculty of voluntary EO fees, $623.6K for prior year construction parking adjustments ($382.2K - Parking, $149.7K - U-PASS Students, $91.7K - U-PASS Faculty/Staff), and $56.9K in year-end accruals for June 2013 shuttle invoices paid in July 2013 ($24.7K - Health Sciences Express, $32.2K - South Lake Union
11. $271.2K institutional support for Retiree Parking is split between Parking $166.2K, U-PASS Student $65.1K, and U-PASS Faculty/Staff $39.9K
Transportation Services – Miscellaneous Statistical Data

Commute Options U-PASS (Source – Transportation Services):

ORCA data for July 2013 through June 2014 - # of trips:

<table>
<thead>
<tr>
<th></th>
<th>Students</th>
<th>Fac/Staff/UWEO</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Metro</td>
<td>6,156,593</td>
<td>3,186,352</td>
<td>9,342,945</td>
</tr>
<tr>
<td>Community Transit</td>
<td>289,956</td>
<td>435,405</td>
<td>725,361</td>
</tr>
<tr>
<td>Sound Transit</td>
<td>645,706</td>
<td>523,614</td>
<td>1,169,320</td>
</tr>
<tr>
<td>Other Transit</td>
<td>26,709</td>
<td>33,991</td>
<td>60,700</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>7,118,964</td>
<td>4,179,362</td>
<td>11,298,326</td>
</tr>
</tbody>
</table>

Fleet Services (Sources – Fleet Services website & Transportation Services):

Fleet Services manages 698 vehicles. This includes 254 ethanol flex-fuel capable vehicles, 120 hybrid vehicles (103 gasoline-electric and 17 plug-in electric), 5 diesel-electric hybrid step-vans, and 24 all-electric vehicles.

In fiscal year 2014, sources of revenue by rental type are as follows:

<table>
<thead>
<tr>
<th>Rental Type</th>
<th>Org Level</th>
<th>Organization Name</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees</td>
<td>Assigned</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>208</td>
<td>Facilities</td>
<td>$1,358,096</td>
<td>26%</td>
</tr>
<tr>
<td></td>
<td>208</td>
<td>Transportation</td>
<td>446,141</td>
<td>9%</td>
</tr>
<tr>
<td></td>
<td>312</td>
<td>Medical Centers</td>
<td>388,080</td>
<td>7%</td>
</tr>
<tr>
<td></td>
<td>212</td>
<td>Student Life</td>
<td>303,508</td>
<td>6%</td>
</tr>
<tr>
<td></td>
<td>All Other</td>
<td>Various</td>
<td>958,568</td>
<td>18%</td>
</tr>
<tr>
<td></td>
<td>Ucar</td>
<td>All</td>
<td>696,738</td>
<td>13%</td>
</tr>
<tr>
<td></td>
<td>Daily</td>
<td>All</td>
<td>136,888</td>
<td>3%</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>All</td>
<td>78,268</td>
<td>1%</td>
</tr>
<tr>
<td>Surplus Vehicle Sales</td>
<td>Outside</td>
<td>Non-UW</td>
<td>879,509</td>
<td>17%</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$5,245,797</td>
<td>100%</td>
</tr>
</tbody>
</table>

Shuttles:

Shuttle Riders in 2014 (Source – Transportation Services Annual Report 2014):

- Health Sciences Express (HSE): 406,164
- South Lake Union (SLU): 212,764
- Seattle Cancer Care Alliance: 19,597
- Night Ride: 58,077
- Dial-A-Ride: 6,442

UW medical facilities and partner
Institutions served: 10
Topics for Discussion in the Transportation Services Review

Note – these topics are not in any priority order:

1. Capital plan development, approval and funding.
2. Parking replacement policy – i.e., if construction of a capital project eliminates parking spaces, should parking be financially reimbursed in some manner.
3. Do we have a viable long-term funding strategy for both the Student UPASS program and the Faculty/Staff UPASS program?
4. Do we need to formalize the funding model for the various campus shuttle services (South Lake Union shuttle, Health Sciences shuttle, etc.)?
5. How should construction trailer location and parking for construction workers be handled?
6. Are we content with the arrangements where campus units other than Transportation Services manage parking garages on campus?
7. As we are just beginning work on a new campus master plan, what is the vision for where parking facilities fit into that broader plan?
8. New parking structures that we likely need to build in the future (either below ground or above ground parking garages) are likely to be quite expensive and to primarily be debt financed. How much will parking rates need to be raised to pay for the debt service that would be associated with these new facilities?
9. What is the “right” balance for funding various modes of commuting to campus? For example, to what extent should parking charges subsidize the Student UPASS Program and the Faculty/Staff UPASS Program?
10. Fleet replacement plan.
11. What to do about loss of parking spaces on north campus.