**Colorado State University**

**Alternative Transportation Fee Advisory Board Academic Year: 2022-2023**

Date of Meeting: 2/20/2023

Ram’s Horn Conference Room

Recorded by: Trevor Hale

1. **Call to Order – 5:30pm**
2. **Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| Name  | Title  | Affiliation  | Present?  |
| Helen Flynn  | Chair  | Executive Board  | N |
| David Wise | Vice Chair | Executive Board  | Y |
| Ken Kinneer  | Financials | Executive Board | Y |
| Michael Needham | Secretary | Executive Board  | NA |
| Omar Soliman | Representative   | ASCSU At Large  | Y |
| Allie Claar | Representative   | ASCSU At Large  | Y |
| Cady GebhartRay Mendoza | RepresentativeRepresentative / Alt    | Ag Sciences  | Y |
| Brian DeeganAndy Goeke | Representative Representative / Alt   | Business  | Y |
| Trevor HaleRachel Hernandez | Representative Representative / Alt  | CVMBS  | Y |
| Zachary CramtonLilly Perez | Representative Representative / Alt  | Engineering  | Y |
| Emily Gordon Justin Hudson | RepresentativeRepresentative / Alt  | Graduate School  | Y |
| Kiana SmithXX | Representative Representative / Alt   | HHS  | N |
| Jacob PendergastXX | RepresentativeRepresentative / Alt    | Liberal Arts  | N |
| Rachel JacksAnna Parry | RepresentativeRepresentative / Alt    | Natural Sciences  | Y |
| XXXX | RepresentativeRepresentative / Alt    | Undeclared   | N |
| Lucas Bunger XX | RepresentativeRepresentative / Alt   | Warner College  | Y |

Has Quorum Been Reached? Yes [x]  / No [ ]

*“Quorum shall consist of seven (7) voting members”.*

[ATFAB Bylaws, Article V, Section 5](https://atfab.colostate.edu/atfab-bylaws/)

*“Voting members shall consist of student members of undergraduate college councils, a student member from the Undeclared Leadership Council,  a student member from the Graduate School Council, and two student-at-large members. Associate members shall not have voting rights unless the primary representative from their area of affiliation is not present to vote.“*

[ATFAB Bylaws, Article III, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

1. **Open Items**
	1. Approve Minutes from Previous Meeting

Approved by unanimous vote

1. **New Business**
	1. **Presentation:**
* Covered Transit Shelters
	+ No current source of funding other than ATFAB
	+ It’s a Transfort goal to get covered shelters all over FC—funded through advertising on the shelters
		- Advertising rules on campus make this difficult
	+ Transportation framework in master plan aims at moving parking lots to the edge of campus. Center of campus prioritized for pedestrians and bikes

Around the horn is the most utilized transportation option in Transfort system

* + - Demand is increasing
		- The MAX provides a crucial link
	+ Current Transfort stops (unsheltered)
		- Simple sign
		- Sometimes a bench
		- Real-time bus info via QR code or text message updates
		- Lighting
		- Criticized for lack of signage and/or benches
	+ Shelters
		- Bench
		- City uses sloped top, campus uses a slant top
		- Solar panels powers the bus info system and lighting
		- benefits
			* protection form weather/wind
			* wayfinding- makes it easy to see and understand what it is
			* commonality with city Transfort stops
			* supports ADA
		- Real time bus arrival info
			* Low power- from solar panel
			* Cell communication with Transfort hub
			* Audible messaging for hearing impaired persons
		- **5 proposed locations for new shelters, 9 already funded (built by winter 2023)**
	+ **$300k request for 5 shelters--- scalable project, can accommodate for budget flexing**
	+ Question engineering: what is the cost per shelter?
		- Around $60k per shelter, but it depends on what infrastructure is already there. $8k total cost for digital signage—not needed but nice to have. Can fit to budget by removing these signs or simplifying.
	+ Question Ag sci: if we elected not to fund this project fully, can these signs be installed later?
		- Yes, the signs can be plugged in at a later time
	+ Question Business: what’s the lifespan for the shelter and its components?
		- There are many shelters in FC. Digitals come with 2 year warranty.
	+ Question Ag sci: how much is maintenance cost?
		- Virtually nothing other than graffiti clean-up. Most things covered under warranty or contingency funds in the account.
		- Advisor: damaged shelters are insured by university
		- What about solar panels?
			* Snow can cause power issues, but no maintenance costs.
	+ Map
		- Plum st at HHS project paused due to current work there. Shelters can be relocated if needed.
	+ Advisor: Foothills campus has no shelters. Route serving foothills is unreliable. Foothills should get more attention. Research shows that shelters and increased infrastructure in general increase ridership
	+ Question Ag sci: Proposal is for 5 stops, if we only fund 2 stops for example, would that change the budget?
		- Price per unit is set, but budget changes due to removing stops is negligible. If this is the case, sites will be prioritized to adjust to the budget
	+ Question Graduate School: which stop has highest ridership?
		- Across from Lake st. garage
		- Advisor: there’s data for which stops are most used under certain conditions. LSC is high. Adding a shelter near Biology quickly increased riders
	+ Question Engineering: does the cell communication contract for signage have maintenance cost?
		- Yes, about $100 per stop per year
	+ Question Engineering: would Transfort support the maintenance?
		- CSU maintains the campus stops because advertising usually covers costs of city stops.
	+ Question ASCSU: are bike racks included?
		- No, most shelters have bike racks nearby. Keep using existing infrastructure
	+ Question Business: how many total stops on campus?
		- Advisor; google maps is great for seeing them
		- They’re trying to spread stops out across campus
		- Advisor: Transfort has money to build stops citywide. People are nervous to ride because they’re afraid of missing. Adding shelter and signage helps ease minds and increase ridership
	+ Question Business: can you elaborate on ADA compliance? Can the stops be better?
		- The concern is ramps and accessibility to the stop itself. Campus stops are in compliance. The stop near Newsom needed a lot of work to make it accessible. Buses also have lifts on them.
	+ Question Ag sci: Will there be signs saying ATFAB on stops funded by ATFAB?
		- Yes, they will acknowledge where funding comes from.
1. **Meeting Ajourned**
2. **Template for Roll Call Vote:**

*“All members specified in Article III section 1 shall have one vote. Quorum must be present before a vote can be taken. Votes should be based on funding rules articulated in Article VII. A majority (more than half) of the present voting members must vote in the affirmative for an item to pass, else it fails.”*

[ATFAB Bylaws, Article VIII, Section 1](https://atfab.colostate.edu/atfab-bylaws/)

*“In the event of a tie, the Chairperson should break the tie with a vote.”*

[ATFAB Bylaws, Article VIII, Section 4](https://atfab.colostate.edu/atfab-bylaws/)

|  |
| --- |
| Motion to …Motion proposed by … |
| Name  | Title  | Affiliation  | Vote  |
| Helen Flynn  | Chair (only Tiebraker) | Executive Board  |  |
| David Wise | Vice Chair | Executive Board  |  |
| Ken Kinneer  | Financials | Executive Board |  |
| Michael Needham | Secretary | Executive Board  |  |
| Omar Soliman | Representative   | ASCSU At Large  |  |
| Allie Claar | Representative   | ASCSU At Large  |  |
| Cady GebhartRay Mendoza | RepresentativeRepresentative / Alt    | Ag Sciences  |  |
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| Lucas Bunger XX | RepresentativeRepresentative / Alt   | Warner College  |  |
| Result | The result of the motion is … |