Ad hoc Closure Committee Report

{ Note to Senate: The following was produced by the Ad Hoc Committee on Campus Closure—as a recommendation for procedures to follow when the University hosts a football game on a weekday. The Committee was formed and tasked to come up with such recommendations in response to concerns raised at the August 2011 Senate meeting and discussed at the October 2011 Senate meeting. The Committee was chaired by Wayne McCormack, Professor of Law (who served as coordinator for the University’s participation in the 2002 Winter Olympic Games). This report with recommendations was presented to the Executive Committee April 23. }
Policies Regarding Major Events Likely to Disrupt Academic Schedules

A. Basic Notification and Strategies Regarding Major Weekday Events:

1. The University recognizes that some co- or extra-curricular events are worth hosting even if the event may disrupt normal academic activities. University Administration should be notified as early as possible when major events occurring during normal school hours are planned or contemplated. The Administration and event organizers will coordinate to minimize or eliminate academic disruption to the maximum extent possible.

2. University administration should provide early notice to students, staff, and faculty when any major event during the week will be held.

   a. Instructors should be reminded of options to modify class schedules or requirements in light of the event. For Thursday football games, the Scheduling Office has identified about 260 classes that could be impacted, 70 of which might be movable. Student Affairs will ask those instructors if they would choose to move their class on that day.

   b. Managers should be encouraged to adjust staff work schedules if possible to help minimize parking conflicts. Human Resources can send out notices to managers close in time to the event (e.g., 10 days out) to remind them of the possibilities of adjusting schedules.

3. Those who must drive to campus should be provided options to minimize disruption to the extent possible considering the nature of the event. A public education campaign should be developed and implemented for special events, encouraging students, staff, and faculty to consider alternate transportation options on event days. Options to include: ride sharing, carpooling, UTA, TRAX – even if these are not usually considered by the commuter.

B. General Parking Practice for Thursday Football games

1. Based on previous years’ experience, the general practice during Thursday football games is as follows (see attached map for Crimson Club designations):

   a. Lots reserved for Crimson 1, Tailgating and Restricted areas are shut down completely from all University permits at noon on game day and require all permits to leave before 2:00 p.m. This is required because of the set up and number of reserved stalls required provided services. These lots include 1, 8, 9, 40, 41 & 45.

   b. Lots reserved for Crimson 2 are generally in the Bookstore and PMT area and are not dedicated for Just Football as PMT’s schedule has priority in lots 2 and 3. This area we reserve 3 hours before game time and only allow Crimson 2 permits and A permits. All others are directed to general parking areas.

   c. Crimson 3 are farther east along South Campus and we again reserve 3 hours before game time and restrict to appropriate crimson permits and A or U permits. All others are directed to general parking.

   d. Crimson 4 areas are the old dorm lots 24 and 25. This area we allow any crimson permit, all University permits and sell additional stalls for $5.00.
2. The entire south side of campus is reserved along with other major portions and is needed for every Football game. To accommodate classes and the event this similar plan will need to be followed generally but with the option of using grass areas for football parking we will re-direct approximately 1,842 visitors to three alternate options. This alternative to park on the grass areas has been approved per Gordon Wilson (AVP Auxiliary Services) and Mike Perez (AVP Plant operations.)

C. Exploring Other Parking Options

1. Commuter Services, when notified of an event, may utilize “non-standard” parking options to provide the required space for expected audiences. (For Thursday Football contests in the near future, several grass areas on campus have been identified.) Commuter services will identify any additional costs associated with making such non-standard areas available (see point 1.a. in section E.).
   a. Commuter Services staff have identified three non-standard grass parking areas on campus for these football games. (See attached Map: Proposed Grass Lots) The areas are
      i. Stillwell Field, (Approx. 590 stalls)
      ii. Play fields east of The Union and north of the “Bailiff” lot, Lot 24, (Approx. 824 stalls)
      iii. Grass area west of Athletics track and north of “Bailiff” lot. (Lot 24) (Approx. 420 stalls)

2. For future years, other areas are being explored, and conversations with appropriate entities are underway.

3. In cooperation and consultation with Commuter Services, event organizers may erect additional signage, displays and other promotional pieces in these non-standard areas (see point 1.a.iii. in section E.).

4. Department of Public Safety will identify traffic control and security issues and develop a staffing plan to accommodate the non-standard parking areas. Public Safety will identify any additional costs associated with providing safety/security (see point 1.b. in section E.).

D. Department of Public Safety’s Implementation Plan:

1. Based on the Suggested Commuter services strategy, public safety recommends the following:
   a. Pre game – Three security officers to patrol the designated nonstandard grass areas, beginning 2 hours before game time, continuing through end of game.
   b. Post-game – For post-game traffic blowout (3 hr. minimum; bring on-duty officers at halftime for stadium/parking lot management, then deploy to street assignments):
      i. One police officer on the crosswalk of 100 South as it turns into North Campus Drive, to help control pedestrian crossing.
      ii. Two Police Officers in the intersection of 1455 E (Wolcott) and 100 S for traffic control.
      iii. Two Police Officers in the intersection of University St and 100 S for traffic control.
      iv. Two Police Officers in the intersection of 1300 E 100 S for traffic control.
E. Cost Anticipation

1. For this to be viable the following costs should be considered:
   a. Additional costs associated with making non-standard areas available include, but are not limited to:
      i. Additional staffing,
         1. Parking would require an additional 10 staff at 3.5 hours each for a total of **$838.25 per game**.
      ii. Temporary ingress/egress points
      iii. Required signage
         1. Way finding signs we would recommend an additional six signs for these games for a total of **$120 per game**.
      iv. Required striping and lighting
         1. Painting of grass areas for parking would cost approximately **$2,498.24 per game**.
         2. Portable lighting would be required for safety after the game for walking paths in grass areas and cost $103 per unit per day. It was projected that we would need two in each of the smaller lots and three in the larger lot for a total of seven plus delivery and pick up of $80.00 each for a grand total of **$881.00 per game**.
      v. Repair of any damage incurred during the use of the area
         1. Lastly is the possible damage to the grass from the vehicles. This has been extremely difficult in figuring a cost to estimate. Aaron White from Transportation cautioned that this could become an extremely large cost depending on the weather up to game time. If it rains and is warm the costs could easily reach into the thousands, if it is cold or dry minimal repairs would be experienced. (Aaron White is forwarding me a bid from last season of damage in the sponsor area which I will forward on once received for an idea of costs.)
         2. This rough estimate shows that Athletics would incur additional costs at minimum of **$11,674.98 plus repairs to grass areas**.
   vi. Temporary ramps up onto the grass areas would incur a cost of approximately **$3000.00 per season**.

b. Providing safety/security to the non-s standard parking area may include, but is not limited to, the following costs:
   i. Additional staffing
      1. Security – **$495.00 per game**.
      2. Police (off-duty assisting agency) – **$672.00 per game**.
   ii. Security enhancements
   iii. Required Traffic Control Devices

2. Such additional anticipated costs will be reported to University administration. University administration may elect to reimburse the additional costs, or require the entity responsible for the event to reimburse such costs.
Football Parking 2011

- Crimson 1
- Crimson 2
- Crimson 3
- Crimson 4
- Guardsman Lot
- General
- Restricted

- 50 Special Guest Parking Stalls
- Special Needs Shuttle

- PMT (Pioneer Memorial Theater)
- 11/1/2011
- 10/29/2011

- Available after 4 PM on
  10/01/2011
  10/29/2011

- Construction Zones
- Einhorn Library
- Madsen Clinic
- Media Annex

- Football Parking Lots
- Restricted
- Parking Lots

- Thursday Games:
  Crimson Lots Open
  3 Hours Before Kick-Off

- Guardsman Lot
  RVs / Trailers
  Must be parked
  3 hours before game time.

- (RVs / Trailers will be sent to
  Overflow Lots
  the last 3 hours before game time.)

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