



East Carolina University | Board of Trustees

Finance and Facilities Committee Meeting | November 19, 2015

Agenda

I. MINUTES

- A. Finance and Facilities Committee Meeting of September 24, 2015 Action

II. ACTION AND INFORMATION ITEMS

- A. Request ECU Board of Trustees Approval to Grant NC Department of Transportation Permanent Right of Way and Utility Easement at Moye Blvd. and NC Highway 43N Action
- B. Request ECU Board of Trustees Approval to Grant Waterline Easement to Greenville Utilities Commission for Fletcher Residence Hall Project Action
- C. Request ECU Board of Trustees Approval of the Employment of Related Persons (Anti-Nepotism) Policy Action
- D. Parking and Parking Fees Action
- E. Campus Safety Update Information
- F. Capital Projects Update Information
- G. Other Information

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander
Agenda Item	I.A.
Item Description	Minutes of September 24, 2015 Meeting
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

East Carolina University | Board of Trustees

Finance & Facilities | MSC | September 25, 2015

Minutes

The Finance & Facilities Committee of the ECU Board of Trustees met in regular session on September 24, 2015 at 1:10 pm in Mendenhall Student Center on the campus of East Carolina University. Committee members present included Bob Plybon, Leigh Fanning, Max Joyner, Danny Scott and Terry Yeargan. There were no other board members present.

I. MINUTES

Bob Plybon made a motion to the Committee to approve the minutes from April 23, 2015. Max Joyner made motion and Terry Yeargan seconded and they were approved.

II. ACTION AND INFORMATION ITEMS

- A. The Committee reviewed a Request to approve granting an Electrical Easement to Brunswick Electric Membership Corporation at Brunswick County Dental Service Learning Center. Scott Buck, Associate Vice Chancellor for Business Services, was available for questions. The Committee approved a motion to recommend that the full Board approve the easement.
- B. The Committee reviewed a Request to approve granting a Waterline Easement to Greenville Utilities Commission for Gateway Residence Hall Project. Scott Buck, Associate Vice Chancellor for Business Services, was available for questions. The Committee approved a motion to recommend that the full Board approve the easement.
- C. The Committee reviewed the Request to approve the Building Elevations for Clement Residence Hall renovation. Bill Bagnell, Associate Vice Chancellor for Campus Operations, was available for questions. The Committee approved a motion to recommend that the full Board approve the request.
- D. The Committee reviewed the Request to approve the Designer Selection Recommendation for the Dowdy Ficklen Stadium Press box. The request was discussed and Bill Bagnell, Associate Vice Chancellor for Campus Operations, was available for questions. The Committee approved a motion to recommend that the full Board approve the request.

INFORMATION

- E. Don Sweet, Associate VC and Chief Information Officer, shared the ITCS - Annual Year in Review Report. He highlighted certain sections and answered questions.
- F. Bill Bagnell, Associate Vice Chancellor for Campus Operations, gave an update on the Designer Selection Projects since April 2015.
- G. Bill Bagnell, Associate Vice Chancellor for Campus Operations, gave an update on Capital Projects.
Bill Koch, Associate Vice Chancellor for Environmental Health, updated the committee on Campus Parking and Campus Safety.

Meeting adjourned at 2:42pm.


Respectfully Submitted, Rhonda Jordan, VC Administration & Finance Office

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Business Services Scott Buck
Agenda Item	II.A.
Item Description	Request Approval to Grant NC Department of Transportation Permanent Right of Way and Utility Easement at Moye Blvd. and NC Highway 43N
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

MEMORANDUM

TO: Rick Niswander

FROM: Scott Buck 

DATE: October 20 2015

SUBJECT: Request ECU Board of Trustees Approval to Grant NC Department of Transportation Permanent Right of Way and Utility Easement at Moye Boulevard and NC Highway 43N

Request ECU Board of Trustees approval to grant NC Department of Transportation (NCDOT) ± ten (10) feet (0.103 acres) at the southeast corner of Moye Boulevard and NC Highway 43N for permanent right of way and utility easement per the attached survey maps and description for the sum of \$29,800.

NCDOT submitted easement and right of way requests for the NC Highway 43N highway improvement project that were approved by the Board of Trustees in 2009 but NCDOT inadvertently failed to submit this section of their request.

Proceeds shall be deposited in ECU's Millennial Campus Account.

Subsequent to ECU Board of Trustees approval, this request is contingent on Council of State approval.

Attachments (5)

cc: B. Bagnell
S. Coleman
J. Creech
T. Walton

TIP PROJECT: U-5018B

CONTRACT: C202134

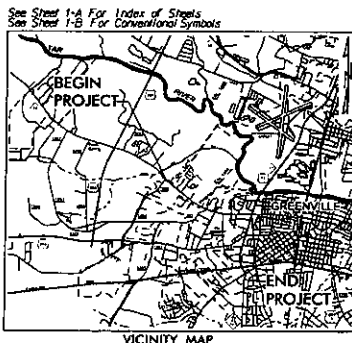
STATE OF NORTH CAROLINA
DIVISION OF HIGHWAYS

PITT COUNTY

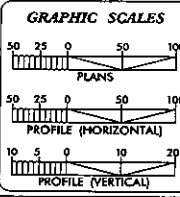
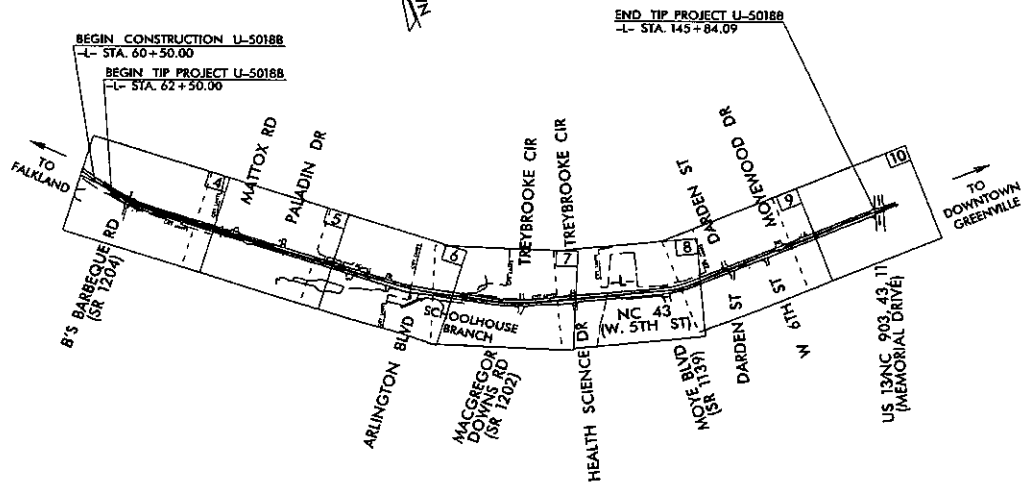
LOCATION: GREENVILLE - NC 43 FROM WEST OF SR 1204 (B'S BARBEQUE ROAD)
TO US 13/NC 11 (MEMORIAL DRIVE)

TYPE OF WORK: GRADING, PAVING, DRAINAGE, AND RETAINING WALL

STATE	STATE PROJECT NUMBER	TIP	SECTION
N.C.	U-5018B	I	
NO.	DESCRIPTION	BY	DATE
41431.1.1		PE	
41431.2.1		BW	
41431.3.3		CONST.	



VICINITY MAP



DESIGN DATA

ADT 2007 =	19,700
ADT 2029 =	40,600
DHV =	10 %
D =	50 %
T =	6 % **
V =	50 MPH

[** TTST 2 % + DUAL 4 %]

* DESIGN EXCEPTION for SUPERELEVATION

PROJECT LENGTH

LENGTH ROADWAY TIP PROJECT U-5018B	=	1.578 MILES
TOTAL LENGTH TIP PROJECT U-5018B	=	1.578 MILES

Prepared in the Office of
MULKEY
ENGINEERS & CONSULTANTS
NOTE: CAPITAL LETTERS ARE THE OFFICIAL SEAL OF THE STATE OF NORTH CAROLINA

RIGHT OF WAY DATE: **TIM JORDAN PE**
PROJECT ENGINEER

LETTING DATE: **JEFF RECK PE**
HYDRAULICS ENGINEER
JULY 21, 2009

NC DOT CONTACT: JOHN ROUSE, PE

HYDRAULICS ENGINEER

STRUCTURE: _____ PE

ROADWAY DESIGN ENGINEER

STRUCTURE: _____ PE

**DIVISION OF HIGHWAYS
STATE OF NORTH CAROLINA**

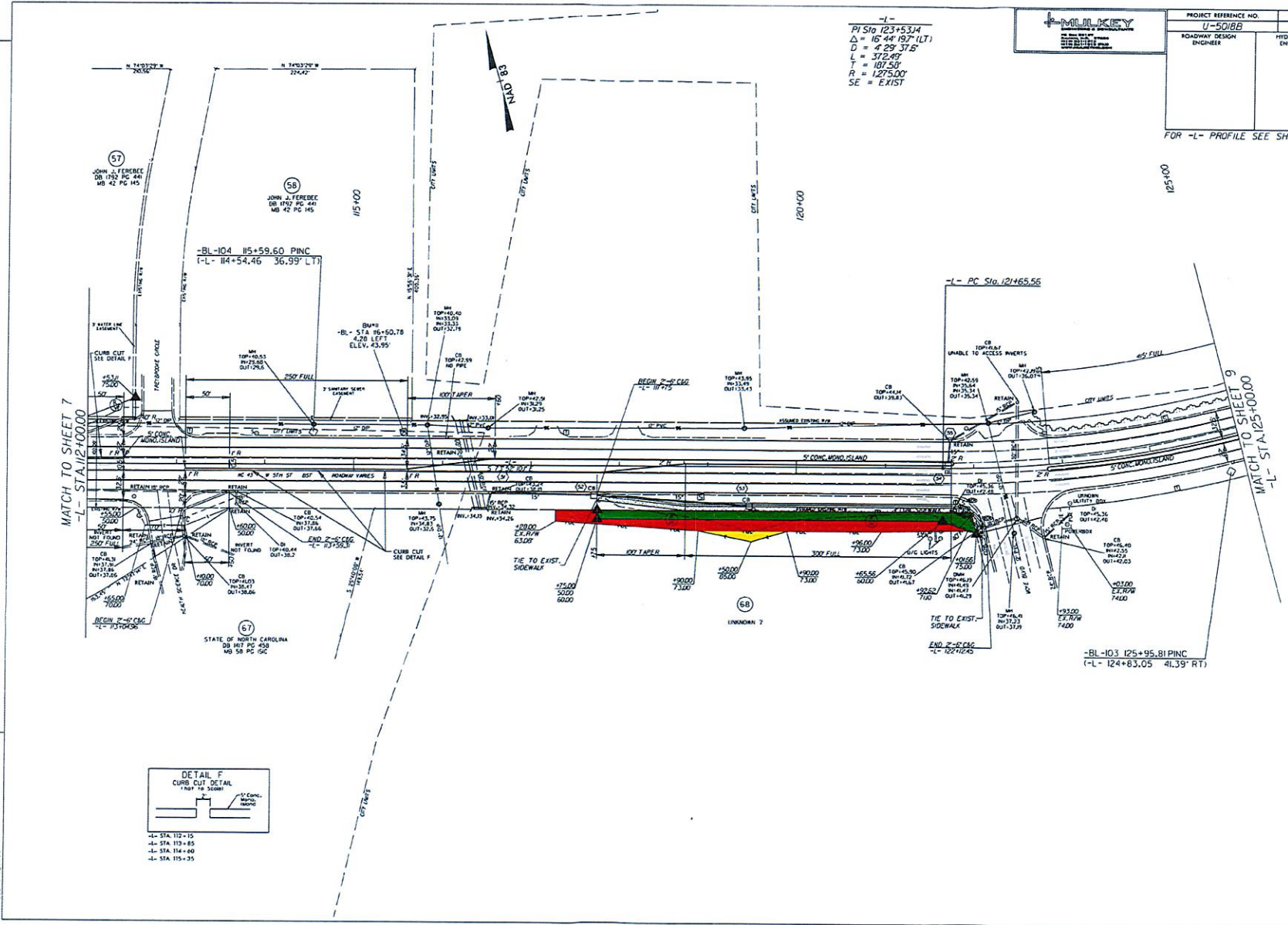
STATE ROADWAY DESIGN ENGINEER _____ PE



PROJECT REFERENCE NO. U-508B	SHEET NO. 8
ROADWAY DESIGN ENGINEER	HYDRAULICS ENGINEER

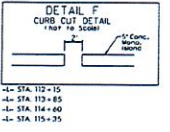
-1-
 P/ STA 123+53.14
 $\Delta = 15^{\circ}44'19.71(L)$
 $D = 429.375'$
 $L = 372.49'$
 $T = 107.58'$
 $R = 1275.00'$
 SE = EXIST

FOR -L- PROFILE SEE SHEET 13



MATCH TO SHEET 7
 -L- STA 112+00.00

MATCH TO SHEET 9
 -L- STA 125+00.00



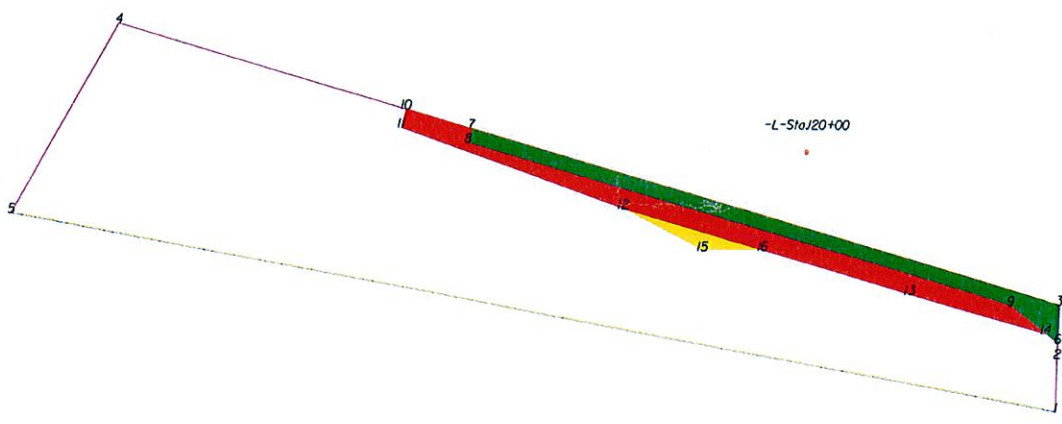
REVISIONS

REVISIONS

STATE OF NORTH CAROLINA
 DB 107 PG 450
 MB 58 PG 50

UNKNOWN ?

-BL-103 125+95.81 P/NC
 (-L- 124+83.05 41.39' RT)



THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS. THE PROPERTY SHOWN ON THIS MAP WAS LOCATED FOR THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR HIGHWAY DESIGN PURPOSES. SOME ERROR MAY EXIST BETWEEN THE GRAPHICAL AND ACTUAL GROUND LOCATIONS OF PROPERTY LINES. THIS MAP IS TO BE USED AS A GRAPHICAL REPRESENTATION OF THE MOOT'S INTENT TO ACQUIRE PROPERTY FOR RIGHT OF WAY PURPOSES. LAND IN RED REPRESENTS AN ACTUAL BOUNDARY SURVEY OF THIS PROPERTY.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION	
RIGHT OF WAY BRANCH	
	06-09-2014
PARCEL # 068	S:\CADD\J501B\FRW\parcel\068\J5
	UNKNOWN SCALE

ROW Right		SOR FT	ACRES	SOR M	HECTARES
		4491.495	0.103	417.275	0.042
FROM - TO	DISTANCE (FT/M)	BEARING		RADIUS (FT/M)	CURVE LENGTH (FT/M)
-L-Sta/20+00 - 9	176.101	53.676	S 53°56'56.7" E		
9 - 6	40.863	12.455	S 53°08'49.7" E		
6 - 3	25.170	7.672	N 02°28'51.8" E		
3 - 7	422.843	128.883	N 73°52'10.7" W		
7 - 8	10.000	3.048	S 16°07'49.9" W		
8 - 9	390.564	119.044	S 73°52'10.7" E		

PUE Right		SOR FT	ACRES	SOR M	HECTARES
		5464.204	0.125	507.643	0.051
FROM - TO	DISTANCE (FT/M)	BEARING		RADIUS (FT/M)	CURVE LENGTH (FT/M)
-L-Sta/20+00 - 13	120.603	36.760	S 36°37'10.2" E		
13 - 14	98.154	29.917	S 75°08'59.4" E		
14 - 9	30.541	9.309	N 53°08'49.7" W		
9 - 8	390.564	119.044	N 73°52'10.7" W		
8 - 7	10.000	3.048	N 16°07'49.9" E		
7 - 10	47.000	14.326	N 73°52'10.7" W		
10 - 11	13.080	3.987	S 16°07'49.9" W		
11 - 12	162.303	49.470	S 70°21'55.3" E		
12 - 13	206.000	62.789	S 73°52'10.7" E		

TCE Right		SOR FT	ACRES	SOR M	HECTARES
		600.000	0.014	557.42	0.006
FROM - TO	DISTANCE (FT/M)	BEARING		RADIUS (FT/M)	CURVE LENGTH (FT/M)
-L-Sta/20+00 - 16	73.682	22.458	S 23°55'50.6" W		
16 - 12	100.000	30.480	N 73°52'10.7" E		
12 - 15	61.888	18.650	S 62°33'34.3" E		
15 - 16	41.761	12.729	N 89°25'52.6" E		

TYPE	COUNT	SOR FEET	ACRES
Parcel	1	75213.553	1.727
ROW Right	1	4491.495	0.103
PUE Right	1	5464.204	0.125
TCE Right	1	600.000	0.014
ROW Left	0	0.000	0.000
PDE Left	0	0.000	0.000
PDE Right	0	0.000	0.000
TDE Left	0	0.000	0.000
TDE Right	0	0.000	0.000
TCE Left	0	0.000	0.000
PUE Left	0	0.000	0.000
TSE Left	0	0.000	0.000
TSE Right	0	0.000	0.000
DUE Left	0	0.000	0.000
DUE Right	0	0.000	0.000
DTE Left	0	0.000	0.000
DTE Right	0	0.000	0.000
AUE Left	0	0.000	0.000
AUE Right	0	0.000	0.000
PCE Left	0	0.000	0.000
PCE Right	0	0.000	0.000
TUE Left	0	0.000	0.000
TUE Right	0	0.000	0.000
REM Left	0	0.000	0.000
REM Right	0	0.000	0.000
Other Left	0	0.000	0.000
Other Right	0	0.000	0.000
PE Left	0	0.000	0.000
PE Right	0	0.000	0.000

THIS MAP IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS. THE PROPERTY SHOWN ON THIS MAP WAS LOCATED FOR THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR HIGHWAY DESIGN PURPOSES. SOME ERROR MAY EXIST BETWEEN THE GRAPHICAL AND ACTUAL GROUND LOCATIONS OF PROPERTY LINES. THIS MAP IS TO BE USED AS A GRAPHICAL REPRESENTATION OF THE WOODS' INTENT TO ACQUIRE PROPERTY FOR RIGHT OF WAY PURPOSES AND IS NO WAY REPRESENTS AN ACTUAL BOUNDARY SURVEY OF THIS PROPERTY.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION	
RIGHT OF WAY BRANCH	
PARCEL # 068	06-09-2014
	S:\CADD\05018\FRM\parcel\068\U5
	UNKNOWN SCALE

THIS DATA IS NOT A CERTIFIED SURVEY AND HAS NOT BEEN REVIEWED BY A LOCAL GOVERNMENT AGENCY FOR COMPLIANCE WITH ANY APPLICABLE LAND DEVELOPMENT REGULATIONS. THE PROPERTY DESCRIBED HEREIN HAS BEEN LOCATED FOR THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR HIGHWAY DESIGN PURPOSES. SOME ERRORS MAY EXIST BETWEEN THIS DATA AND THE ACTUAL GROUND LOCATION OF PROPERTY LINES. THIS DATA IS TO BE USED AS A GENERAL REPRESENTATION OF THE NCDOT'S INTENT TO ACQUIRE PROPERTY FOR RIGHT OF WAY PURPOSES, AND IN NO WAY REPRESENTS AN ACTUAL BOUNDARY SURVEY OF THIS PROPERTY.

TIP; U-5018
Parcel_068

ROW Right

Point of beginning being S 53°56'56.7" E, 176.101 feet from -L- Sta.120+00; thence to a point on a bearing of S 53°08'49.1" E, 40.863 feet; thence to a point on a bearing of N 02°28'51.8" E, 25.170 feet; thence to a point on a bearing of N 73°52'10.1" W, 422.843 feet; thence to a point on a bearing of S 16°07'49.9" W, 10.000 feet; thence to a point on a bearing of S 73°52'10.1" E, 390.564 feet; returning to the point and place of beginning. Having an area of 4491.495 Sqr feet being 0.103 acres

PUE Right

Point of beginning being S 36°37'10.2" E, 120.603 feet from -L- Sta.120+00; thence to a point on a bearing of S 75°08'59.4" E, 98.154 feet; thence to a point on a bearing of N 53°08'49.1" W, 30.541 feet; thence to a point on a bearing of N 73°52'10.1" W, 390.564 feet; thence to a point on a bearing of N 16°07'49.9" E, 10.000 feet; thence to a point on a bearing of N 73°52'10.1" W, 47.000 feet; thence to a point on a bearing of S 16°07'49.9" W, 13.080 feet; thence to a point on a bearing of S 70°21'55.3" E, 162.303 feet; thence to a point on a bearing of S 73°52'10.1" E, 206.000 feet; returning to the point and place of beginning. Having an area of 5464.204 Sqr feet being 0.125 acres

TCE Right

Point of beginning being S 23°55'50.6" W, 73.682 feet from -L- Sta.120+00; thence to a point on a bearing of N 73°52'10.1" W, 100.000 feet; thence to a point on a bearing of S 62°33'34.3" E, 61.188 feet; thence to a point on a bearing of N 89°25'52.6" E, 41.761 feet; returning to the point and place of beginning. Having an area of 600.000 Sqr feet being 0.014 acres

Parcel has Forced Closure

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Business Services Scott Buck
Agenda Item	II.B.
Item Description	Request Approval to Grant Waterline Easement to Greenville Utilities Commission for Fletcher Residence Hall Project
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	



MEMORANDUM

TO: Rick Niswander

FROM: Scott Buck 

DATE: October 23, 2015

SUBJECT: Request ECU Board of Trustees Approval to Grant a Waterline
Easement to Greenville Utilities Commission for Fletcher
Residence Hall

Request ECU Board of Trustees approval to grant Greenville Utilities Commission a ten (10) feet wide waterline easement due to necessary repairs at Fletcher Residence Hall per the attached survey and easement description for the sum of \$1.00.

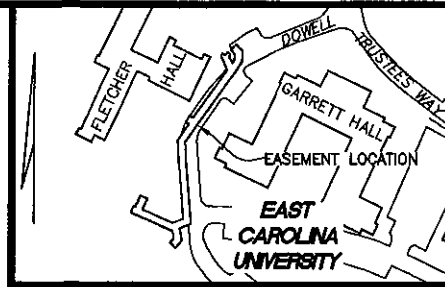
Subsequent to ECU Board of Trustees approval, this easement is contingent on approvals from UNC General Administration and the Council of State.

Attachments (2)

cc: B. Bagnell
J. Fields
W. Johnson (UNCGA)
T. Walton

Notes:

1. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS.
2. AREA DETERMINED BY COORDINATES.
3. PROPERTY IS SUBJECT TO ANY EASEMENTS, RIGHT-OF-WAYS, AND RESTRICTIVE COVENANTS WHICH MAY BE OF RECORD.
4. THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE COMMITMENT REPORT. RIVERS AND ASSOCIATES, INC. DOES NOT CLAIM THAT ALL MATTERS OF RECORD WHICH MAY OR MAY NOT AFFECT THE SUBJECT PROPERTY ARE SHOWN HEREON.
5. THIS MAP WAS PREPARED FOR EASEMENT ACQUISITION ONLY AND IS NOT INTENDED TO BE A BOUNDARY SURVEY OF ANY PARCEL SHOWN HEREON.
6. NO POINTS SET UNLESS OTHERWISE INDICATED.
7. NO IMPROVEMENTS SHOWN AS PART OF THIS SURVEY; RECORD INFORMATION ON THE WATER LINE WAS PROVIDED BY THE EAST GROUP, P.A., REFERENCE DRAWING SU1, WATER LINE AS-BUILT SURVEY, LAST REVISED 10/14/15, SEALED BY WILLIAM B. HILLIARD, PLS. NO FIELD SURVEYING ON THE WATER LINE WAS PERFORMED BY RIVERS AND ASSOCIATES, INC.



VICINITY MAP (NOT TO SCALE)

I HEREBY CERTIFY THAT NO APPROVAL IS REQUIRED BY THE CITY OF GREENVILLE PLANNING DEPARTMENT.

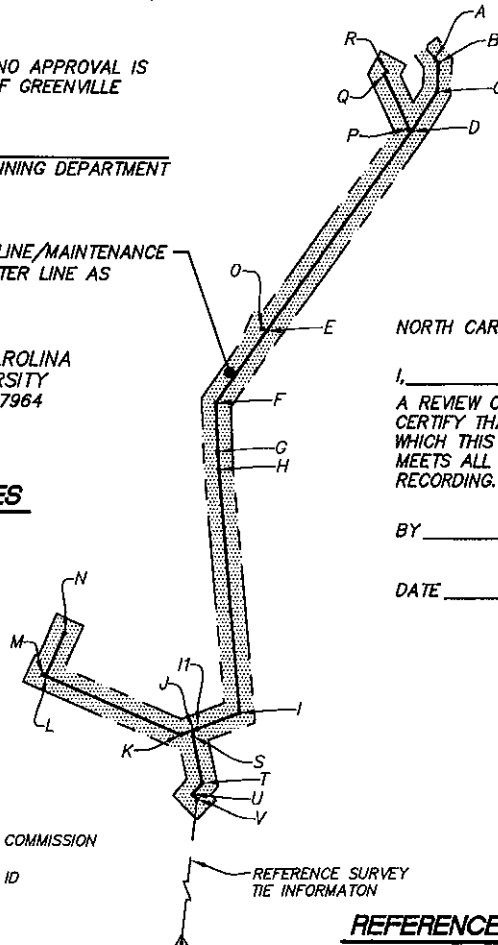
CITY OF GREENVILLE PLANNING DEPARTMENT

10' PERMANENT G.U.C. WATERLINE/MAINTENANCE EASEMENT (CENTERED ON WATER LINE AS INSTALLED)

EAST CAROLINA UNIVERSITY
P.N. 37964

RECORD COORDINATES

SEE SHEET 2



NORTH CAROLINA PITT COUNTY

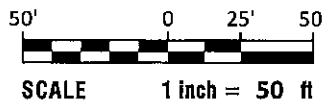
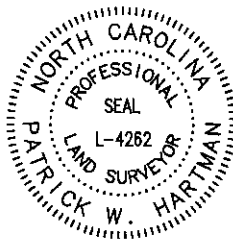
I, _____
A REVIEW OFFICER OF PITT COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

BY _____
REVIEW OFFICER

DATE _____

LEGEND

- D.B. MAP BOOK
- P.B. PAGE
- G.U.C. GREENVILLE UTILITIES COMMISSION
- P.N. PARCEL NUMBER
- M → RECORD COORDINATE ID



REFERENCE

- PARCEL NUMBER 37964
- NC PIN 4688405442
- D.B. N40, PG 403 (DOES NOT DESCRIBE PROPERTY)
- RIVERS DRAWING W-3485
- RIVERS DRAWING W-3486
- EAST GROUP DRAWING SU1 - WATER LINE AS-BUILT

SHEET 1 OF 2
DRAWING NO. E-504-X
SCALE 1"=50' DRAFT JJB

REVISIONS: #1 - 10/21/2015: REVISED PER GUC COMMENTS

NORTH CAROLINA PITT COUNTY

I, PATRICK W. HARTMAN, CERTIFY THAT THIS MAP WAS DRAWN UNDER MY SUPERVISION FROM INFORMATION AS REFERENCED HEREON; THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM INFORMATION FOUND IN BOOKS REFERENCED HEREON; THAT THE RATIO OF PRECISION IS 1:10,000+. I FURTHER CERTIFY PURSUANT TO G.S. 47-30 (f)(11)d. THAT THIS PLAT IS OF ANOTHER CATEGORY (EASEMENT PLAT). WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS 30th DAY OF SEPTEMBER, 2015.

Patrick W. Hartman
PROFESSIONAL LAND SURVEYOR LICENSE NO. L-4262

NC License: F-0394 Engineers Planners Surveyors
Rivers & ASSOCIATES, INC.
Landscape Architects
riversandaassociates.com Since 1918 107 East Second Street Greenville, NC 27834 (252) 752-4155

EASEMENT MAP
PERMANENT GREENVILLE UTILITY COMMISSION WATERLINE/MAINTENANCE EASEMENT
PROPERTY OWNER:
EAST CAROLINA UNIVERSITY
901 EAST 5th STREET
GREENVILLE NC 27834
CITY OF GREENVILLE, GREENVILLE THSP, PITT CO., N.C.

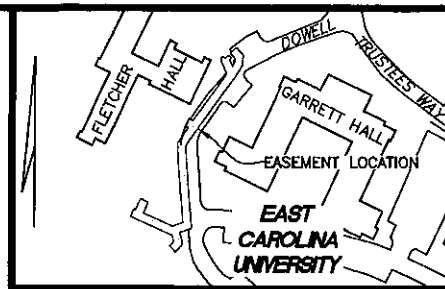
SURVEY TIE INFORMATION

PRIMARY CONTROL & TIES

ECU CP 5 (CONTROL)
 NORTHING: 680,153.522 FEET
 EASTING: 2,484,362.216 FEET (NAD 83)

ECU CP 4 (CONTROL)
 NORTHING: 679,553.841 FEET
 EASTING: 2,484,258.355 FEET (NAD 83)

EASEMENT ID "V" TO ECU CP 5
 N 05°55'23" E 428.16' (GROUND TIE ONLY)



VICINITY MAP (NOT TO SCALE)

WATER LINE RECORD INFORMATION*			
ID	NORTHING (GROUND)	EASTING (GROUND)	DESCRIPTION
A	680834.1 US FT.	2484487.6 US FT.	VALVE
B	680832.3 US FT.	2484489.0 US FT.	BEND
C	680822.5 US FT.	2484488.6 US FT.	BEND
D	680809.1 US FT.	2484479.9 US FT.	TEE
E	680740.0 US FT.	2484429.9 US FT.	TEE
F	680715.2 US FT.	2484412.6 US FT.	BEND
G	680698.5 US FT.	2484413.3 US FT.	FOC XING
H	680692.2 US FT.	2484413.6 US FT.	STEAM XING
I	680609.0 US FT.	2484421.0 US FT.	BEND (APPROX.)
II	680603.5 US FT.	2484406.5 US FT.	VALVE
J	680603.0 US FT.	2484405.0 US FT.	TEE (APPROX.)
K	680601.4 US FT.	2484400.8 US FT.	BEND
L	680621.6 US FT.	2484354.0 US FT.	TEE
M	680622.1 US FT.	2484352.9 US FT.	VALVE
N	680636.2 US FT.	2484360.4 US FT.	HYDRANT
O	680740.7 US FT.	2484428.3 US FT.	VALVE
P	680809.7 US FT.	2484478.9 US FT.	VALVE
Q	680828.2 US FT.	2484470.3 US FT.	BEND
R	680829.5 US FT.	2484471.0 US FT.	BEND
S	680600.9 US FT.	2484404.9 US FT.	VALVE
T	680584.9 US FT.	2484408.2 US FT.	BEND
U	680580.9 US FT.	2484404.9 US FT.	TEE
V	680579.4 US FT.	2484406.4 US FT.	VALVE

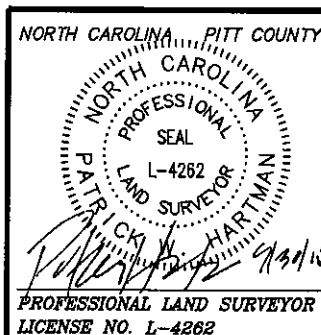
* WATERLINE RECORD INFORMATION PROVIDED BY THE EAST GROUP, P.A., REFERENCE WATER LINE AS-BUILT FOR ECU FLETCHER RESIDENCE HALL COURTYARD, LAST REVISED 10/14/2015, SEALED BY WILLIAM B. HILLARD, PLS.

LEGEND

FOC FIBER OPTIC CABLE
 XING CROSSING
 (APPROX.) APPROXIMATE
 FT. FEET

REVISIONS: #1 - 10/21/2015: REVISED PER GUC COMMENTS

SHEET 2 OF 2
 DRAWING NO. E-504-X
 SCALE N/A DRAFT JJB



Rivers
 & ASSOCIATES, INC.
 riversandassociates.com Since 1918
 NC License: F-0334
 Engineers
 Planners
 Surveyors
 Landscape Architects
 107 East Second Street
 Greenville, NC 27858
 (252) 765-4125

EASEMENT MAP
 PERMANENT GREENVILLE UTILITY COMMISSION
 WATERLINE/MAINTENANCE EASEMENT
 PROPERTY OWNER:
 EAST CAROLINA UNIVERSITY
 901 EAST 5th STREET
 GREENVILLE NC 27834
 CITY OF GREENVILLE, GREENVILLE TWP. PITT CO., N.C.

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Human Resources Melissa Bard
Agenda Item	II.C.
Item Description	Request Approval of the Employment of Related Persons (Anti-Nepotism) Policy
Comments	N/A
Action Requested	Committee approval
Disposition	
Notes	

Employment of Related Persons (Anti-Nepotism) Policy

PRR Classification # (List POL, REG RULE and leave #blank. To be done by Legal)

PRR General Subject Matter (Leave blank. To be done by Legal)

[Print-friendly version](#) 

(Print-Friendly version is a word version of this template available for downloading)

Authority: Board of Trustees

History: New

Related Policies: [Office of State Human Resources Selection Policy](#); [UNC General Administration Employment of Related Persons Policy](#); [UNC General Administration Guidelines on Implementing Anti-Nepotism Policy](#); [Policy of the Board of Governors of the University of North Carolina Concerning Improper Relationships between Student and Employees](#); [UNC General Administration Policy on Conflict of Interest and Commitment](#)

Additional References: [Faculty Spousal and Domestic Partner Hiring Standard Operating Procedure](#); [N.C. Gen. Stats. Sec. § 138A-40](#);

Contact for Info: Associate Vice Chancellor, Department of Human Resources (telephone: 252-328-9847); Executive Director, Academic Affairs Personnel Administration (telephone: 252-328-1416); Associate Vice Chancellor, Health Sciences Human Resources (telephone: 252-744-1910); Assistant Director, Office of Research Integrity & Compliance (telephone: 252-328-9474)

1. Introduction

This policy serves to uphold the university's high standards of professional and ethical conduct, specifically with respect to employee interpersonal relationships. The intent of this policy is to provide assurance that all employees are able to work in an environment where they can be objectively supervised and evaluated.

This policy defines the types of employee interpersonal relationships that by their very existence create an inherent conflict of interest that affects an employee's ability to be objectively supervised or evaluated. This policy also proscribes specified conduct with respect to employee interpersonal relationships and provides for disciplinary action for violations of this policy.

2. Definitions

2.1 Amorous Relationship

An amorous relationship exists when, without the benefit of marriage, two persons voluntarily have a sexual union or are engaged in a romantic courtship (e.g., dating or engaged to be married) that may or may not have been consummated sexually

2.2 Familial Relationship

Field Code Changed

Field Code Changed

A relationship between two related persons. For purposes of this policy, “related persons” includes:

- Husband/Wife
- Domestic Partner
- Parent/Child
- Brother/Sister
- Grandparent/Grandchild
- Aunt/Uncle and Niece/Nephew
- First Cousins
- Guardian/Ward
- Anyone living in the same household or whose relationship is so closely identified with another as to suggest a conflict, or
- Ex-, Step-, Half-, and In-Law relationships as appropriate based on the above list.

The prohibitions in this policy applicable to familial relationships or amorous relationships shall continue after the termination of the relationship (e.g., divorce) until such time as there is no effect upon impartiality.

2.3 Employment Decision

A decision that includes, but is not limited to, one relating to:

- The search, selection, or appointment of an individual to employment
- Establishing the terms and conditions of employment
- Determining compensation
- Evaluating work performance
- Voting for or otherwise considering reappointment, promotion, or tenure
- Issuing disciplinary action
- Instructing or advising
- Any other action that assesses, determines, or influences work performance, career progress, or other employment status.

2.4 Undue Influence

A situation in which an individual is able to persuade another’s decisions due to the relationship between the two parties.

3. Prohibited Conduct

3.1 Employment Decisions

A University employee shall not have or share authority for employment decisions or exert undue influence on employment decisions for an employee with whom the individual has or has had an amorous or familial relationship.

4. Duty to Disclose

All actual or potential conflicts of interest created by an amorous or familial relationship as defined in this policy shall be disclosed to the Department of Human Resources, and to the appropriate vice chancellor/the chancellor when an Exempt from Human Resources Act (EHRA) employee is involved, in order to avoid a potential violation of this policy. An EHRA employee must also disclose such a relationship to the Office of Research Integrity and Compliance as a potential or actual conflict to the extent required by East Carolina University's PRR on Conflict of Interest and Commitment and as required by the UNC Policy on Conflict of Interest and Commitment.

4.1 New Employee

Upon hire, all new employees have a duty to disclose any actual or potential conflicts of interest created by an amorous or familial relationship as defined in this policy by contacting the Department of Human Resources and appropriate vice chancellor/the chancellor when an EHRA employee is involved.

4.2 Change in Status

A change in an employee's status (i.e. employment, or personal relationship) that would establish an actual or potential violation of this policy (where one did not exist previously) creates a duty to disclose the actual or potential conflict of interest by contacting the Department of Human Resources and appropriate vice chancellor/the chancellor when an EHRA employee is involved. For example, an employment action (i.e., new hire, promotion, position reclassification, reassignment of job responsibilities) or a decision of two employees to begin dating may result in a potential violation of policy as described in section 3.1.

4.3 Failure to disclose an actual or potential conflict of interest or failure to disclose in a timely manner shall constitute a violation of this policy.

5. Conflict Management Plan

Upon appropriate disclosure pursuant to section 4 and where determined to be appropriate, Human Resources, or the appropriate vice chancellor/the chancellor when an EHRA employee is involved, will oversee the development, approval and monitoring of a conflict management plan to avoid a violation of this policy. Conflict management plans will be reviewed and approved by the above mentioned offices as well as the Office of Research Integrity and Compliance. Failure to adhere to an approved conflict management plan shall constitute a violation of this policy.

6. Disciplinary Action

Employees who violate this policy will be subject to disciplinary action up to and including dismissal. Such disciplinary action shall be conducted in accordance with existing University policies and procedures.

7. This policy is not intended to impede hiring of faculty spouses/partners as outlined in the Faculty Spousal and Domestic Partner Hiring Standard Operating Procedure. Hiring of faculty spouses/partners must be in compliance with this Anti-Nepotism policy.

8. Reporting

The Chancellor shall report annually to the Board of Trustees, at the regular meeting falling closest to the date of commencement, concerning all specific cases during the preceding year in which the terms of this policy were applied.

PRR Template

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor Environmental Health and Campus Safety Bill Koch
Agenda Item	II.D.
Item Description	Request Approval on Parking and Parking Fees
Comments	Board materials include an overview of the parking management system. We are proposing a 10% parking permit fee increase for FY16/17. Fees have not been increased in 5 years. With the transition from existing surface spaces to more expensive deck spaces, a fee increase is being proposed to maintain sufficient operating and capital reserves for future growth. The Board of Trustees has the authority to approve fee increases and the parking ordinance.
Action Requested	Committee approval
Disposition	
Notes	

BOARD OF TRUSTEES – FINANCE & FACILITIES COMMITTEE

PARKING OVERVIEW AND FEE PROPOSAL

November 19, 2015

The Department of Parking and Transportation Services (P&T) consists of the following areas: parking lot inventory management and enforcement, parking permit sales, finance and administration, motor pool management, special events coordination, and transportation demand management (TDM). Currently there are 23 staff members in the department. The department reports to the Associate Vice Chancellor for Environmental Health and Campus Safety. Parking is required by NC law to be self-supporting (no appropriations or tuition). Thus, P&T operations are supported by parking fees and related revenues.

Our primary philosophy is to keep fees as low as possible and to base fees on paying for convenience. In 2003, the university transitioned from a single permit system to a zoned parking system. The A permit zone is the core campus – bounded by the lots east of Rivers and Fletcher Music and 5th, 10th, and Cotanche Streets on the main campus. The B permit zone is adjacent to the core campus and still a walkable distance to core campus destinations. The C permit zone includes the commuter lots on the Athletics and Belk-HHP Campus, while the D lot at Carol Belk is an overflow lot used when we sell out of A2 and B2 resident student permits. Both the C and D permit lots are served via Student Transit.

Within the A/B/C categories, odd numbered zones identify faculty/staff parking areas (e.g. A1, B1) and even numbered zones identify student parking areas, such as A2 and B2 resident parking, and C2 commuter lots.

The Health Sciences Campus is unique in that it really only has a core campus. While the HSC has A permit zones for faculty/staff in close proximity to buildings and B zone permits for students, there are also B zone permits available to faculty/staff as a lower cost option that require a longer walk to most destinations. (Refer to parking map at <http://www.ecu.edu/cs-admin/parkingandtransportation/CustomCF/maps/Parking%20Map%202014-15.pdf> .)

There are 12,552 parking spaces on the ECU campus that include permit, ADA, service/maintenance, patient, visitor and departmental spaces. It is important to note that only 1666 of these spaces are located on the Main (East) Campus core. Of these 1666 spaces, 400 spaces will be removed during construction of the student center which starts in December 2015. Details pertaining to each parking classification and number of spaces can be found at the end of this report. The P&T Office is responsible for the management and physical maintenance of parking spaces. Maintenance includes asphalt, painting, and signage.

Annual revenues are about \$3 million and expenses are approximately \$2 million per year. The reserves fund balance for operating and capital is \$10.3 million for FY14/15. This is purposefully larger than normal because, over a number of years, we have increased reserves to pay for a substantial portion of the cost of constructing two parking decks (east campus Student Center and uptown Student Services building) over the next few years. The reserve balance is expected to be about \$7 million by the end of FY16/17 after construction of the Student Center parking deck and \$3 million after construction of the Student Services deck estimated in FY 17/18. We strive to maintain at least \$3 million in reserves to accommodate general operations and maintenance. Even after the two parking decks noted above, we are targeting closer to \$5 million to prepare for construction of additional decks in the future.

The NC constitution requires that fines and forfeitures must be remitted to the K-12 system. Thus, P&T must transfer over \$300,000 per year (80% of fine revenue) to the NC Department of Public Instruction. The remaining 20% is intended to cover most of the costs of parking enforcement. To continue the maintenance and upgrade of existing parking resources and to plan for future parking demand, we are researching additional revenue streams needed to help meet the future needs of ECU.

Motor Pool consists of 104 vehicles leased from NC Motor Fleet Management. Motor Pool vehicles are assigned as follows, 92 to individual departments and 12 assigned to P&T for daily rental use. The mileage and number of motor fleet vehicles are assessed on a quarterly basis by ECU and NC Motor Fleet Management. By providing data to departments regarding usage and potential cost savings, the number of leased vehicles has been reduced by 23% over the last four years.

Transportation Demand Management (TDM) is a collection of alternative transportation strategies that result in more efficient use of parking and transportation resources, including transit, bicycle, pedestrian and other means. Alternative Transportation at ECU consists of car, ride, and bicycle sharing and rental programs. For additional information, refer to <http://www.ecu.edu/cs-admin/parkingandtransportation/tdm.cfm>.

A long-standing University committee, the Parking and Transportation Committee, is an advisory committee that assists P&T with decisions related to planning, policy, fees and procedures. The committee consists of an equal number of faculty, staff, and students who are voting members and the group meets at least quarterly during the year.

Parking and Transportation Improvements

- A robust lot usage study is conducted continually during the year to insure we manage the parking inventory to its fullest potential. Comprehensive lot vacancy counts are collected at various times/days on an ongoing basis throughout each semester to help insure space availability for permit holders, efficient use of space, and improved planning.
- We have reorganized the staff to improve customer service and increase efficiency. We have combined the customer service and cashier staff so all front office personnel are cross-trained. This allows staff to handle additional duties such as the new TDM programs.
- Pay-by-space machines have been installed at four locations on campus. Two additional machines are being installed on the Health Sciences Campus. These four machines replaced 79 individual parking meters. The machines allow parking fees to be paid by credit card which has increased customer convenience, space usage, and revenue collection security. This change is one of the reasons meter revenue increased significantly over the last two fiscal years. The reduction from 79 single meter devices to 4 central machines has also decreased the cost of maintenance, improved cash collection and monitoring, and reduced the risk of theft.
- Underutilized State Motor Fleet Management (MFM) vehicles were returned to the Raleigh MFM Center which reduced university transportation costs. P&T provides mileage records and suggests alternatives to departments to help them reduce costs.
- P&T reviewed “free” uses of parking in relation to the maintenance and operational costs of parking lots. This review identified other revenue to help support the maintenance and growth of parking resources on campus. Currently, permit holders pay for the vast majority of lot maintenance and construction. In the last few years, we have begun charging other parking users, such as events and visitors, so the full cost of parking is not placed solely on faculty, staff and student permit holders.
- P&T annually transfers approximately \$180,000 to ECU police for lot security and \$250,000 to ECU Transit (reports to Student Affairs) for transportation from the Park and Ride lots (C and D permits). Transit is a robust system and a vital part of our TDM program. The extensive Transit system reduces parking demand and vehicular traffic. Over the last few years, Transit has increased routes to apartment complexes which has reduced parking demand by approximately 1,000 spaces, saving millions of dollars in parking construction/maintenance costs and reducing vehicle congestion around campus. Additional funds will be allocated to Transit as part of the Student Center Construction parking plan.

- P&T worked with Facilities Services on the development of a campus-wide Bicycle Master Plan and the Pedestrian Corridor on Main Campus. We submitted an extensive application to the American League of Bicyclists and were awarded a Bicycle Friendly University – Silver designation. This is the highest level awarded to a university in North Carolina and only UNC-CH has achieved this level.
- An automated work order system was implemented for lot repairs, maintenance, and inventory. This system ensures all work required is done in an efficient and timely manner and provides data to monitor productivity and work load. The work order system also allows us to schedule preventive maintenance work to ensure timely completion and plan summer projects. Customer complaints – including the presence of illegal parkers, traffic obstructions, and other issues - are also logged into our Work Order System for tracking and analysis. This allows us to improve parking management, measure work requirements and plan our enforcement strategy to insure adequate space availability for customers.
- P&T worked with university departments and Facilities Services on the development of plans for parking garages on campus. These garages are necessary to help accommodate increased parking demand in a space-constrained campus core and provide a safer parking option for evening events.

Proposed Permit Fee Changes:

<u>Permit Type</u>	<u>Current Annual Fee</u>	<u>Proposed Annual Fee</u>
A Zone – Faculty/Staff	\$360	\$396
B Zone – Faculty/Staff	\$180	\$198
A Zone – Resident Student	\$360	\$396
B Zone – Teaching Assistant	\$180	\$198
C Zone – Commuter Student	\$120	\$132
D Zone – Resident Overflow	\$264	\$288
Motorcycle	\$56	\$60
Motorcycle w/vehicle permit	NA	\$30
Vendor	\$180	\$198

NOTE: The pro forma cash flows provided contain estimated pricing for deck permits. We are not asking for decisions on the deck permits at this time. This data is provided for information and discussion. Following additional review, a deck permit pricing proposal is expected to be presented in FY16/17 for implementation in FY18/19.

ECU Parking Inventory

<u>Type</u>	<u>Assignment</u>	<u>Total Spaces</u>	<u>Permits Issued</u>
A1	A Zone-Faculty/Staff	1117	1022
A2	A Zone-Resident Student	450	567
A3	Brody SOM A Zone-Faculty/Staff	426	359
A5	Hlth Science/Dental A Zone-Faculty/Staff	201	202
A7	ECHI/Family Med A Zone-Faculty/Staff	310	225
B1	B Zone-Faculty/Staff	2385	2016
B2	B Zone-Resident Student	564	671
B3	Brody B Zone-Faculty/Staff	362	313
B4	Health Science B Zone- Student	974	1761
B5	Health Science B Zone-Faculty/Staff	369	341
C2	Commuting Students – Athletics/Belk lots	1918	2924
D2	Resident Student Overflow – Carol Belk-HHP	811	969
ADA	Disabled Faculty/Staff/Student	343	
Service	Service/Maintenance Vehicles	500	
Meters	Visitors/Hourly	307	
Motorcycle	Faculty/Staff/Students	135	
Patient	ECU Physicians/Student Health	591	
Other		789	
TOTAL		12,552	

Parking and Transportation Pro Forma Cash Flow

	Actual 14-15	Estimated 15-16	Estimated 16-17	Estimated 17-18	Estimated 18-19	Estimated 19-20
Operating Revenues						
Vehicle Registration Revenue	2,529,568	2,529,568	2,782,525	2,965,617	3,330,702	3,393,584
Parking Fines	26,310	76,500	78,030	79,591	81,182	82,806
Visitor/Guest Parking Revenue	241,892	266,756	291,920	297,587	843,367	860,062
Other Supporting Revenue	194,765	152,843	155,897	159,012	162,189	165,430
Total Operating Revenues	2,992,535	3,025,667	3,308,372	3,501,807	4,417,440	4,501,882
Operating Expenses						
Personnel	1,036,243	1,230,572	1,232,255	1,273,414	1,318,735	1,368,795
Additional Service Personnel (3 Property Sec Officers)		56,801	118,147	122,872	127,787	132,899
Additional Service Personnel (2 Customer Service)					85,192	88,599
Supplies (handhelds, vehicles, access control)	39,782	268,500	299,840	256,206	252,600	254,022
Contractual Services (lot maintenance, software support)	360,819	680,452	696,268	717,729	739,983	764,161
Transfer to Transit/Police.	482,035	495,000	504,900	514,998	525,298	535,084
Additional Supplies/Services Garage-Student Center				122,500	122,500	122,500
Additional Supplies/Services Garage-Student Services					87,500	87,500
Total Operating Expenses	1,918,879	2,731,325	2,851,410	3,007,719	3,259,595	3,353,560
Net from Operations	1,073,656	294,342	456,962	494,088	1,157,845	1,148,322
Downpayment on debt (Student Center Garage)			(4,000,000)			
Downpayment on debt (Student Service Garage)					(5,000,000)	
Net Cash Flow before Bond Payment	1,073,656	294,342	(3,543,038)	494,088	(3,842,155)	1,148,322
Estimated Bond Payment						
Student Center Garage (\$3.5 mil;15 yrs 5%)					338,000	338,000
Student Services Garage (\$5 mil;15 yrs 5%)					481,711	481,711
Total Bond Payment					819,711	819,711
Total Cash Flow	1,073,656	294,342	(3,543,038)	494,088	(4,661,866)	328,611
Beginning Fund Balance (operating and reserves)	9,240,149	10,313,805	10,608,147	7,065,109	7,559,197	2,897,331
Add/Subtract Annual Cash flow	1,073,656	294,342	(3,543,038)	494,088	(4,661,866)	328,611
Ending Fund Balance	10,313,805	10,608,147	7,065,109	7,559,197	2,897,331	3,225,942

Permit Fee Schedule

10%-2%

Permit Type	Usage Group	FY 14/15		FY 15/16 Annual Fee	FY 15/16 Permit Revenue	FY 16/17 Proposed Annual Fee	FY 16/17 Proposed Permit Revenue	FY 17/18 Proposed Annual Fee	FY 17/18 Proposed Permit Revenue	Proposed New Permit Types	Estimated Permit Sales	FY 18/19 Proposed Annual Fee	FY 18/19 Proposed Permit Revenue	FY 19/20 Proposed Annual Fee	FY 19/20 Proposed Permit Revenue	
		Total Permits Sold	FY 14/15 Annual Fee													FY 14/15 Permit Revenue
Student Center	24/7 Access											\$720	\$453,600	\$734	\$476,280	
	C2 evenings (Commuter Day Permit)										390	\$80	\$31,200	\$82	\$32,760	
Student Services	Ev/Students (Evening Access Only 24/7 Access										390	\$180	\$70,200	\$184	\$73,710	
											315	\$720	\$226,800	\$734	\$238,140	
Total Garage											1725		\$555,000		\$582,750	
A1	Fac/Staff	1081	\$360	\$360	\$360	\$396	\$396	\$404	\$404	A1	645	\$412	\$412	\$420	\$420	
A2	Student	471	\$360	\$360	\$360	\$396	\$396	\$404	\$404	A2	500	\$412	\$412	\$420	\$420	
A3	Fac/Staff	535	\$360	\$360	\$360	\$396	\$396	\$404	\$404	A3	945	\$412	\$412	\$420	\$420	
A5	Fac/Staff	231	\$360	\$360	\$360	\$396	\$396									
A7	Fac/Staff	251	\$360	\$360	\$360	\$396	\$396									
Total A Zone		2569	\$924,840	\$924,840	\$924,840	\$1,017,324	\$1,017,324	\$1,037,670	\$1,037,670		2090		\$861,077		\$878,298	
B1	Fac/Staff	2021	\$180	\$180	\$180	\$198	\$198	\$202	\$202	B1	1700	\$206	\$206	\$210	\$210	
B2	Student	564	\$180	\$180	\$180	\$198	\$198	\$202	\$202	B2	375	\$206	\$206	\$210	\$210	
B3	Fac/Staff	315	\$180	\$180	\$180	\$198	\$198	\$202	\$202	B3	325	\$206	\$206	\$210	\$210	
B4	Student	1763	\$180	\$180	\$180	\$198	\$198	\$202	\$202	B4	1775	\$206	\$206	\$210	\$210	
B5	Fac/Staff	335	\$180	\$180	\$180	\$198	\$198	\$202	\$202		350	\$206	\$206	\$210	\$210	
Total B Zone		4998	\$899,640	\$899,640	\$899,640	\$989,604	\$989,604	\$1,009,396	\$1,009,396		4525		\$932,146		\$950,789	
C2	Student	3280	\$120	\$393,600	\$120	\$393,600	\$132	\$432,960	\$135	\$662,429	C2	3400	\$137	\$700,397	\$140	\$714,405
D1	Student	1068	\$264	\$281,952	\$264	\$281,952	\$290	\$310,147	\$296	\$215,693	D1	1100	\$302	\$226,599	\$308	\$231,131
Reserved		48	\$480	\$23,040	\$480	\$23,040	\$528	\$25,344	\$539	\$25,850.88	Reserved	51	\$549	\$28,016	\$560	\$28,576
Motorcycle		116	\$56	\$6,496	\$56	\$6,496	\$62	\$7,146	\$63	\$7,288.51	Motorcycle	75	\$64	\$4,807	\$65	\$4,903
MC/with Pkg								\$35	\$7,288.51		75	\$36	\$22,660	\$36	\$2,731	
TOTALS			\$2,529,568	\$2,529,568	\$2,529,568	\$2,782,525	\$2,782,525	\$2,965,617	\$2,965,617				\$3,330,702		\$3,393,584	

Price Comparison for University of North Carolina Institutions

2015-2016

Permit Type	UNC-C	UNC-G	UNC-CH	UNC-W	NC State	ECU-CURRENT	ECU-PROPOSED
Reserved	N/A	\$657	\$717-\$1543	\$635	\$1,089	\$480	\$528
Deck - Faculty/Staff	\$450	\$458	\$579-\$1246	\$221-\$595	\$342		\$720 (FY18/19)
Deck - Students	\$450	\$458/FT - \$311/PT	\$440.25	\$221-\$595	\$342		\$180-\$200 (evening)
Faculty/Staff - A Zone	\$450	\$180-\$458	\$579-\$1246	\$45-\$520	\$105-\$447	\$360	\$396
Faculty/Staff - B Zone	N/A	N/A	\$320-\$709	N/A	\$105-\$447	\$180	\$198
Student/Resident - A Zone	\$450	\$180-\$458	\$337-\$768	\$350-\$410	\$198-\$330	\$360	\$396
Student - B Zone	N/A	\$180-\$458	\$337-\$768	N/A	\$198-\$330	\$180	\$198
Commuter-Faculty/Staff	\$165-\$450	\$180-\$311	N/A	\$150	N/A	N/A	N/A
Commuter-Student (C zone)	\$165-\$450	\$180-\$458	\$227	\$280-\$315	\$62-\$342	\$120-C2 (Main) \$180-B4 (HSC)	\$132-C2 (Main) \$198-B4 (HSC)
Resident Remote (D zone) Lot	N/A	N/A	N/A	N/A	\$180-\$292	\$264	\$288
Motorcycle	\$450	\$55	\$185-\$394	N/A	\$68	\$56	\$60
Motorcycle w/Vehicle Permit							\$30
Retired Faculty	N/A	N/A	N/A	N/A	\$38	B is Free	B is Free
Vendor	N/A	N/A	\$792	\$45	\$372	\$180	\$198

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor Environmental Health and Campus Safety Bill Koch
Agenda Item	II.E.
Item Description	Campus Safety Update
Comments	N/A
Action Requested	Information
Disposition	
Notes	

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander Associate Vice Chancellor for Campus Operations Bill Bagnell
Agenda Item	II.F.
Item Description	Capita Projects Update
Comments	N/A
Action Requested	Information
Disposition	
Notes	

East Carolina University
Board of Trustees
Finance and Facilities Committee
November 19, 2015

Session	Finance and Facilities Committee
Responsible Person	Vice Chancellor for Administration and Finance Frederick Niswander
Agenda Item	II.G.
Item Description	Other
Comments	N/A
Action Requested	Information
Disposition	
Notes	