

STATE OF WEST VIRGINIA
DEPARTMENT OF ADMINISTRATION
REAL ESTATE DIVISION
1124 Smith Street, Suite B100
Charleston, West Virginia 25311

July 24, 2017

The Honorable Mac Warner
West Virginia Secretary of State
Building 1, Suite 157-K
1900 Kanawha Blvd., East
Charleston, West Virginia 25305

Re: Comments received to proposed changes to Department of Administration Parking Rule, 148-06

Dear Secretary Warner:

During the public comment period for the above-referenced Legislative Rule, the Real Estate Division of the Department of Administration received one comment, which is attached.

The comment made three suggestions, focusing on the availability of parking at the Capitol Complex for off-campus state employees. The comment suggested that all-day parking be designated for those employees that must attend to business at the Capitol Complex for longer than four hours (four-hour agency parking with the proper permit is available for off-campus state employees). Currently, under the authority of Section 2.2 of the rule, the policy of the Real Estate Division is that if an off-campus employee requires parking for a whole day rather than four hours, the Division will issue a temporary pass to the employee and provide designated parking. The off-campus employee should make arrangements with the Parking Office within the Real Estate Division ahead of time, if possible.

The Real Estate Division understands that many off-campus employees, from time to time, must be at the Capitol Complex for training classes, legislative meetings, or meetings with other agencies, and makes every effort to meet the needs of those employees.

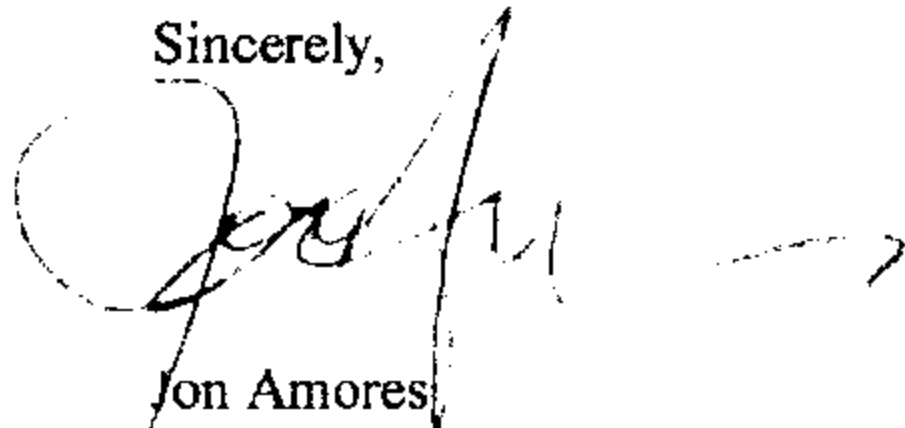
The comment also suggested that the agency do a survey of all off-campus employees and supervisors within Kanawha County at least every 3 years for consideration in the application of policy under Section 2.2. The Real Estate Division assesses the needs of other off-campus agencies for parking around the Capitol Complex on an on-going basis, and Section 2.2 provides flexibility to implement any changes that may arise.

The last suggestion in the comment is that the Secretary of Administration clearly designate with signs areas used for visitor parking. Currently, there are signs around the parking areas for the Capitol Complex designating areas for visitor parking. Additionally, during the hours the guard stations are staffed with employees, visitors may be assisted and directed to the designated visitor parking by those employees.

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There are solutions in place already for the suggestions made in the comment as described above;
therefore, no further action related to the comment received is necessary

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Amores", with a long horizontal flourish extending to the right.

Jon Amores

Director, Real Estate Division

JA/jhj

Attachment

July 6, 2017

Real Estate Division
WV Dept. of Administration
1124 Smith Street, Suite B 100
Charleston, WV 25301

RE: Comment on Proposed Amendment to Legislative Rule 148-06 Parking

Dear Sir or Madam:

The proposed changes to the Legislative Rule do not fully accommodate the parking needs of the State. I am an off-site state employee who is periodically required to travel to the Capitol Complex for work. These visits include attending Division of Personnel classes which last seven hours; appearing before the Supreme Court which may involve bringing a large reference file and an unknown wait time, particularly for hearings farther down the docket; and (under previous administrations) attending legislative committee meetings which vary in duration.

My spending unit has only been allocated the option to use a four-hour parking space. I have seen these spaces taken by vehicles with no visible pass. I have received a ticket for exceeding the four-hour limit on a day when multiple spaces were available, even when I moved my vehicle so that it was not in the same space for more than four hours. Feeding a meter has disrupted my attention to the actual work I am supposed to be doing for the State, because none of the meters accommodate the needed amount of time. I have received a ticket for parking all the way out at Laidley Field, even though the lot appeared to be 90% empty, and parking in a similar spot during a previous visit did not result in a ticket. I am aware of other staff members using a second state employee as a chauffeur, due to having significant materials to transport and not wishing to move them all the way from Laidley and not wanting to risk all four-hour spaces already being taken.

These parking issues are wasting employee work time. To limit this penny-wise and dollar-foolish approach to off-site staff's services, I suggest the following changes to the proposed amendments be considered individually:

1. Adding a requirement that the Secretary designate some amount of all-day parking for off-site State employees who are conducting State business for an entire workday. This may be metered, it may be restricted to State vehicles, and/or it may be restricted to persons with a spending unit pass.
2. Adding a requirement that the Secretary conduct a survey of all Kanawha County-based off-site employees and all supervisory-level employees in

other counties at least every three years. The results of this survey must be considered in the decisions made in Rule 2.2.

3. Requiring the Secretary to clearly designate with signs which areas may be used for visitor parking.

Thank you in advance for consideration of these comments.

Sincerely,

A handwritten signature in cursive script that reads "Heidi L. Talmage".

Heidi L. Talmage
(in my personal capacity)
St. Albans, WV