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Parking Advisory Council Meeting
Minutes
November 16, 2007

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Members Present: Everett Malcolm (Chair), John Barnes (Vice Chair), Verna Urbanski, Michael Trotter, Diane Tanner, Jeff Durfee, Dennis Holler, Alison Cruess, Brittani Raulerson (alternate), Robert Allen.
Members Absent: Jasmine Butler.
Others Present: Vince Smyth (Auxiliary Services), Cindy Leinweber (Auxiliary Services), Michael Townsend (UPD).

1. **Approval of Minutes of October 26, 2007**
Diane Tanner inquired as to whether a vote was taken for #5 (number of spaces for each category for 2008-09). Debbie LeGros will review the tape recording again to accurately reflect the discussion. Approval of the minutes will be pended until the tape has been reviewed and Debbie responds to the council.

2. **Responses from VP Shuman**
All recommendations from the October 26 meeting sent to VP Shuman were approved and sent on. These recommendations included types of permit categories, number of spaces for each category and sales ratios for each category.

3. **Permit Fees for 2008-09**
This meeting is a discussion meeting regarding permit fees and citation amounts to be recommended for 2008-09. Chair Malcolm stated that the vote on these will be taken at the next meeting. Vince Smyth provided a draft worksheet, electronically, to the council regarding the permit fees and citation amounts needed to cover the debt service ratio to ensure compliance when major changes are needed (i.e. parking garage). He shared that if we grow at the rate currently slated, the University will be in need of a new parking structure in 2012. In order to avoid past problems of fees skyrocketing to cover the fees needed for these structures, the University has recently raised fees gradually to attain the needed funds. Jeff Durfee inquired as to the cost of the parking garage. Vince Smyth shared that costs have gone up from approximately $10,000 per space and he's using $12,500 per space. The current estimated cost at this time for a new 1,000 space garage would be $12.5M but on-going costs will be higher due to electricity costs and other factors. Diane Tanner also provided a proposal with changes. Their electronic proposals were utilized during the meeting and enabled the council to share ideas and propose changes. In this way, each member was able to see how each proposal would affect the bottom line. The three main differences between the two proposals were 1) a higher increase of residential permit prices over designated prices, 2) a higher price of tickets issued and 3) the difference in price of the discounted lot and the price of the new discount garage permits.
Suggestions and comments discussed included:
- Chair Malcolm asked the council to be mindful of the costs incurred by the residential community on campus at this time when off campus living usually is less expensive. Since Housing is not mandatory on the UNF campus, we all need to be considerate as to how to keep students on campus to fill the Housing units.
- Would students pay more to park in a garage in a discount lot rather than in the surface area of the same lot? And what should the cost be for the top uncovered floor?

- Verna Urbanski asked if there was a pre-existing agreement for the residential permit prices to become equal to designated permit prices since they are both at a 1:1 ration. It was stated that this was the recommendation of last year's council but this year's council could make a different recommendation if desired.
- Should we attempt to raise our permit prices to the level of other campuses in state?
- Should only the residential prices be raised at the same rate as the other categories or should just the residential rates be raised?
- Should citation prices be raised?
- Should the reserved rates be raised?
- Should daily parking passes be raised? (Chair Malcolm shared that this would impact departments on campus when events they are hosting requires their purchasing passes.)
- Should we raise only discount rates? This was a recommendation of last year's council but VP Shuman expressed concern that discount pricing was being targeted for on-going increases while the core commuter permit pricing was remaining steady.
- Should this year's council carry over last year's plan to gradually raise the residential rates over time to eventually equal the designated rates?
- Jeff Durfee raised a concern that there is a gross discrepancy in the number of tickets issued and the number of tickets actually paid by both students and faculty/staff. If this discrepancy was alleviated, there would be much more revenue collected. He added that tickets should be enforced unless there is a definite reason the ticket should not have been issued. Other suggestions mentioned for citations were:
   a) Allow only a limited number of appeals per student per year
   b) Add a fee to a denied appeal in an effort to reduce the number of appeals. This recommendation was made last year but not approved by VP Shuman but council could recommend again this year.
   c) Cap the number of tickets given before a boot is applied. Currently the 4th unpaid ticket would be cause a boot to be given and the 9th ticket (even if paid) in a given year would be cause for a boot to be given but there is no easy way currently to track these Diane Tanner asked if Auxiliary Services could furnish the number of tickets issued and the number of tickets paid over the past 2 years. Cindy Leinweber stated that she would look into the request. Vince Smyth noted that it would be difficult as the current system's reports cannot always be relied on for accurate data.

4. Citation Amounts for 2008-09
The discussion of raising citation amounts and revising citation policies were included in the above and will also be addressed at the next meeting.

5. Other Business
Chair Malcolm advised council members to discuss these suggestions with their colleagues before the next meeting. The December meeting will include further discussion and a vote on recommendations for permit rates and citation amounts.

6. Future Meetings
- December 7
  2:00 – 3:30 p.m.
  A&F Conference Room