

## **Parking Advisory Council Meeting**

**April 17, 2009**

**2:00 p.m.**

**A&F Conference Room**

### **MINUTES**

**Members Present:** Everett Malcolm (Chair), Verna Urbanski, Jeff Durfee, Alison Cruess, Elizabeth Hardy, Glenda Kelsey, James Cima, Tom Blanchard.

**Members Absent:** Diane Tanner, Leslie Burch, Ryan Ewing.

**Others Present:** Vince Smyth (Auxiliary Services), Cindy Haile (Parking & Transportation Services), Mark Richardson (UPD), Mark Smith (Student Government).

The meeting was called to order at 2:05 PM by Chair Everett Malcolm.

**1. Approval of Minutes of January 23, 2009:**

- With no changes noted, the minutes of January 23<sup>rd</sup> were approved as written.

**2. Update on recommendation to VP Shuman:**

- Everett Malcolm reported that recommendations from the last meeting regarding restriction of specific groups to specific areas as well as a hierarchy of permit sales to specific groups for the academic year 2009-2010 have been approved by Vice President Shari Shuman.
- Everett Malcolm informed that Vice President Shari Shuman asked for some further details and clarification on the possibility of the student "OPS" who work more than 30 hours a week to obtain a Premium Parking Permit with VP approval prior to her rendering her decision on this motion.

**3. Students who work 30+ hours per week:**

- Everett Malcolm thanked Vince Smyth for providing the Council with data based on pay periods in 2008 referencing to how many student "OPS" are currently working on campus more than 30 hours a week and thought it will help the Council to visualize the impact on campus community as well as to estimate how many Premium Parking Permits might be needed for those individuals.
- Everett Malcolm elaborated that after looking into some additional data in regards to the credit hours earned by those individuals, he found out that even though there is a substantial number of student "OPS" on campus, not that many will be affected by the change as some of them already have the ability to purchase a Premium Parking Permit.

- Everett Malcolm emphasized the fact that the “pool” of permits set aside for the new hires will not change and student “OPS” will be able to purchase their permits from the existing permits available for University of North Florida new employees.
- Everett Malcolm expressed his concern to ensure consistency in the number of hours students are working to avoid situations where a student “OPS” starts with more than 30 hours a week and subsequently reduces them as the academic year goes on (30 hours during Fall semester but only 20 during Spring semester). Everett Malcolm suggested that a method to prevent this from happening would be to sell Semester Premium Parking Permit as opposed to an Annual Parking Permit.
- Jeff Durfee worried that it might not be accurate to base the eligibility to purchase a Premium Parking Permit on the number of hours because too many students would be eligible to purchase Premium Parking Permit. Jeff Durfee believed that pay periods in addition to the number of hours should have been used.
- Everett Malcolm asked Vince Smyth about different OPS codes used by the Human Resources. Vince Smyth responded that O1-O2 OPS code is used for employees who start working at the University of North Florida first and may eventually take some classes later on while O3-O7 OPS code is used for the students who later on apply for a job on campus.
- Everett Malcolm asked if the percentage of permits kept in the “pool” is ever depleted and Vince Smyth responded that at the beginning of the year a certain number of permits are being held back for new hires and depleted as the year goes on. Vince Smyth also noted that employees leave the University and return their decals and this also needs to be taken into consideration while trying to determine the number of permits in the “pool”.
- Jeff Durfee felt that every student hired for at least a term who will take advantage of the new process will get approved by VP and thought that the number of potential students eligible for a purchase of Premium Parking Permit will be substantial.
- Vince Smyth reminded that many of the student “OPS” workers will have their permit already purchased prior to starting their work on campus and believed that the number of potential students would not be as high as the list may suggest and there would be no need to hold that many permits back.
- Everett Malcolm shared an idea of implementing the process after the first month of the semester so it is easier to determine how many permits would be available in the “pool” after faculty, staff, and OPS employees purchase theirs.
- James Cima made a motion that a student “OPS” employee working more than 30 hours a week would be eligible to purchase a term Premium Parking Permit from the “pool” of permits held back for the new hires if supported and approved by Vice President of the division a student will work for.
- With 6 votes in favor (Verna Urbanski, Alison Cruess, Elizabeth Hardy, Glenda Kelsey, James Cima, and Tom Blanchard) and 1 vote opposing the idea (Jeff Durfee) the motion passed and will be forwarded to Vice President Shari Shuman for review and approval.

#### **4. Other issues and concerns:**

- Everett Malcolm reminded that the Council wanted to re-address the idea of creating hybrid car parking spaces on campus and opened the floor for general discussion in regards to this concept.
- Everett Malcolm talked about a hybrid car parking space that was initially created by the Parking Services building to support LEED specifications and that was later converted back to a regular parking space as it was not utilized.
- Vince Smyth noted that the enforcement would be an issue as there is no universal definition that describes a hybrid car.
- Cindy Haile added that the patrollers would have to input extra time into finding an indication on the car somewhere that would clarify and confirm it is a hybrid vehicle and elaborated that on some car models it does not have to be obvious and easy to notice.
- Everett Malcolm agreed with Cindy Haile and felt that patrollers would have to carry more responsibility and spend much more time looking for hybrid signage somewhere on the vehicle to avoid potential errors while writing citations.
- Alison Cruess suggested creating hybrid car spaces in larger parking lots, such as Lot 53.
- Jeff Durfee felt that hybrid parking spaces would not be utilized to the satisfying extent and since not many people own a hybrid vehicle the fact the hybrid spaces remain open while the “regular” parking spaces are not available would probably cause aggravation among the University population on campus.
- Tom Blanchard stated that it is not the best time to implement hybrid car parking spaces program on campus.
- Alison Cruess suggested conducting a survey that would collect data of how many people on campus own or plan to purchase a hybrid vehicle.
- Vince Smyth informed that adding a survey means involving T2 Parking System to see what kind of changes would have to be done to the software.
- Mark Smith suggested a motion not to implement the hybrid parking spaces program on campus as of yet but to add a survey to the parking purchase on-line form that would help to determine what percentage of University community has a hybrid vehicle or plans to purchase one in the near future.
- The motion passed unanimously.
- Everett Malcolm thanked the Council for their hard work, dedication, and willingness to bring up and solve parking related issues and concerns throughout 2008-2009 academic year.

The meeting was adjourned at 2:40. Prepared by Marta Morzynska