

Parking Advisory Council Meeting

October 3, 2008

2:00 p.m.

A&F Conference Room

MINUTES

Members Present: Everett Malcolm (Chair), Diane Tanner, Jeff Durfee, Alison Cruess, Verna Urbanski, Elizabeth Hardy, Glenda Kelsey, Leslie Burch, James Cima, Mark Smith (substitute for Ryan Ewing).

Members Absent: Ryan Ewing, Thomas Blanchard (alternate).

Others Present: Vince Smyth (Auxiliary Services), Cindy Haile (Parking & Transportation Services) and John Dean (UPD).

The meeting was called to order at 2:07 PM by Chair Everett Malcolm.

1. Approval of Minutes:

- With no changes noted, the September 26th minutes were approved as written.

2. Introductions:

- Due to the absences during the first Parking Advisory Council Meeting, the Members introduced themselves and what Association they represent.

3. Change in the Agenda:

- Everett Malcolm suggested shifting the Agenda so that the Appointment of the Vice Chair will happen first followed by the Review of By-laws.

4. Appointment of the Vice Chair:

- Everett Malcolm explained how he would like the nomination process to take place. All of the nominations have to be placed in and accepted before a Vice Chair can be chosen through voting. The responsibility of the Vice Chair is to conduct meetings in the absence of the Chair.
- Everett Malcolm started the nomination process by nominating James Cima and he spoke to James' background and experience. There were no other nominations.
- James Cima accepted his nomination to be 2008-09 Vice Chair of the Parking Advisory Council and the Committee unanimously approved the nomination.

5. Review of By-Laws:

- Everett Malcolm expressed his concern regarding the importance of not having high turnover of the Parking Advisory Council Members to make sure the Council does not have to make a fresh start every year when new Members join the Council. He

also added that the experience of the past years have shown that when new bodies join the Council it can be extremely difficult to move the Agenda forward in a timely manner.

- Everett Malcolm introduced the first change proposal to By-Laws. He presented the Council with the number of people Parking Advisory Council represents. According to the numbers :
 - Student Government Association holds three votes and represents 15,544 students
 - Faculty Association holds two votes and represents 614 Faculty members
 - A & P Association holds two votes and represents 556 of its members
 - USPS Association holds two votes and represents 598 of its members

Everett Malcolm suggested that the number of the Students' representatives should be increased to four members since they stand for the largest group of the UNF Community.

- Diane Tanner suggested converting the alternate Student Government Association member into a regular voting member.
- Vince Smyth suggested the changes in By-Laws in the "Members" section. He distributed the revision to the document to all of the Members of the Parking Advisory Council for them to review.
- Diane Tanner asked if the President appoints any additional members and if he does, do they fall in any of the four classifications that are represented in the Council.
- Everett Malcolm explained that it has not happened in five years, but years prior to that there were additional faculty and staff members and this caused some difficulties in making a decision due to a larger Council size.
- Jeff Durfee suggested a minor wording change under the "Terms" section to remove the words "two consecutive" to avoid confusion and for the sentence to make more sense.
- Diane Tanner proposed another change under the "Voting" section so that the Chair only votes to break a tie and added that the By-Laws should specifically state that in order for the proposal to pass there needs to be a majority vote (50% + 1 vote) of the members present.
- Also, Diane Tanner pointed out that under the "Objective" section, under the first bullet, the "to" should be removed from the sentence.
- The proposals were all approved unanimously by all the Council Members.
- Leslie Burch raised the issue that with Robert's Rules of Order, the Chair can vote to cause a tie but it was decided not to provide this voting right to the Chair.
- Diane Tanner also felt that the expression "regular quarterly" meetings should have been removed from the "Meetings" section of By-Laws and replaced with "minimum." Jeff Durfee noted this is not necessary as other language allows for more or less meetings.
- Everett Malcolm informed that the revision of the By-Laws will be sent to the Parking Advisory Council and once approved, will be forwarded to Shari Shuman for her review.

6. Lot Count Review:

- Everett Malcolm informed that Vince Smyth has provided the Parking Advisory Council with important data about the utilization of the University's parking spaces.
- Vince Smyth reported that he is pleased with the overall results of the use of the lots and garages. He noted Lot 18 is very well utilized between 10:00am and 2:00pm (Mondays through Thursdays). On Fridays, the overall traffic congestion of the University decreases, therefore the utilization rate is lower. He also added that designated parking spaces are well used even in Lot 9 which was not the case last year.
- Cindy Haile added that while Lot 53 is getting some use, there are many empty spaces.
- Diane Tanner asked if there is a possibility of expanding Lot 18 by using the grass space around, but Cindy responded that it is not a possibility. Vince Smyth added that the space to the north is reserved in The Master Plan for Athletics Programming.
- The Council wondered if a new permit "Lot 53 only" type should be issued to make people park in Lot 53 so the utilization of that space is even better. Vince Smyth added that if the 18/53 Permit was eliminated and a 53 only added, it would help with the Sunday shuttle service as it would not have to go to Lot 18.

7. Review of Permit Sales, Current Permit Categories, Number of Spaces for each Category and Sale Ratio for 2008-2009:

- Vince Smyth provided the Council with the Parking Permit Sales 2008-09 data that shows how many permits were sold for each category.
- A question was raised of how much each of the Parking Permits cost. Vince Smyth explained that the costs for the annual Parking Permit in each category is as follows (all of the prices include tax):
 - Reserved- \$405.00
 - Designated- \$260.00
 - 1st Floor Garages- \$280.00
 - Premium- \$160.00
 - Housing A & B- \$205.00
 - Lot 14/18/53- \$95.00
 - Lot 18/53- \$95.00
 - Motorcycle- \$65.00
- Mark Smith asked who is eligible for purchasing some of these Parking Permit categories. Vince Smyth briefly explained as follows:
 - Reserved- can only be designated by the President and include: President, Vice Presidents, Deans, the award winners, six area coordinators that live in Housing, an Ambassador appointed by the President and the President's Executive Assistant.
 - Designated- faculty and staff members

- 1st Floor- faculty and staff members (1st choice), students (2nd choice)
- Premium- faculty and staff members as well as student members
- Housing- student members

Vince Smyth also added that credit hours totals were used to open up the ability for students to purchase Premium permits in a graduated manner.

8. Types of Permit Categories, Number of Spaces for each Category and Sale Ratio for 2009-10:

- Everett Malcolm reminded that during the next meeting (October 31st), voting will take place to decide about the types of Permit Categories and Sales Ratios that will be available for the following year.
- Diane Tanner asked how many extra spaces we will observe next year.
- Vince Smyth reported that the number of spaces will change slightly in 2009-10. Vince Smyth pointed out that Lot 3 will be back in use with 62 standard spaces plus 14 Disability spaces. Additionally, the Student Union building will provide 16 extra disability spaces.
- Vince Smyth also noted that there are 1,000 new parking spaces associated with the new Osprey Fountain housing building. Vince Smyth also informed that spaces most likely will be lost in Lot 7 by September of 2009 to allow for construction of a new building.
- A question was raised what happens if a Housing student with disabilities wants to park a vehicle in the Premium parking spot in the core area while having only a Housing permit decal. Vince Smyth responded that for disability spaces both Housing and Premium permits allow parking in these spaces anywhere on campus except the 1st floor of the garages.

9. Other Business

- Everett Malcolm informed the Council that item 6 on the meeting's Agenda "Types of Permit Categories, Number of Spaces for each Category and Sale Ratio for 2009-10" will be discussed and worked on during the next Parking Advisory Council meeting.
- Vince Smyth promised to provide the Council with a starting base for the discussion.

10. Future meetings

- October 31
- November 14
- December 5

(all on Friday, 2:00 PM to approximately 3:30 PM, A&F Conference Room)

The meeting was adjourned at 3:15 PM. Prepared by Marta Morzynska.