

Parking Advisory Council Meeting

September 24, 2010

1:30 p.m.

Auxiliary Services Conference Room (8-1106)

AGENDA

1. Approval to Audio Record Meeting
2. Approval of Minutes of September 10, 2010
3. Update on Paul Riel Proposal
4. Approval of By-laws
5. Appointment of Vice-Chair
6. Types of Permit Categories, Number of Spaces for Each Category & Sales Ratio for Each Category for 2011-2012
7. Other Business
8. Next Meeting = Oct. 8th at 1:30pm, Auxiliary Services Conference Room

Parking Advisory Council Meeting

September 10, 2010

1:30 p.m.

Auxiliary Services Conference Room

Building 8, Room 1106

MINUTES

Members Present: Everett Malcolm (Chair), Diane Tanner, Mike Biagini, Glenda Kelsey, Mack Volk, Matt Yost, Matt Breidenstein.

Members Absent: Marcia Lamkin, Jeff Durfee, Gayle Stillson, Khiresto Salako.

Others Present: Vince Smyth (Auxiliary Services), Paul Riel (Housing and Residence Life) and Mark Richardson (UPD).

The meeting was called to order at 1:35 PM by Chair Everett Malcolm.

1. Approval to audio record meeting

- Everett Malcolm made the Council members aware that the meeting is being recorded to help with accuracy of the minutes.

2. Welcome and introduction

- Introductions were made.
- Chair Everett Malcolm encouraged the Council Members to get as much feedback and information from the University's community as possible to ensure effectiveness of the Council.

3. Appointment of Vice- Chair

- Everett Malcolm stated that the Council should consider who would the members want to nominate to serve as Vice Chair and added that choosing a Student Government representative for the position might be the most appropriate as they represent the majority of the University's community and hear a lot of the students' concerns regarding parking related issues.

4. Parking Council Charge for 2010/11

- Everett Malcolm explained that the charge given by VP Shari Shuman serves as the core of what the Council should look at, discuss, and accomplish during 2010-11 academic year and added that a few of the deadlines are tied to BOT

meetings as some recommendations that come from the Council require the approval of the BOT.

5. Presentation by Paul Riel

- Paul Riel presented a proposal that would allow all residential students to park in all housing parking lots regardless of the Housing parking permit category purchased to grant residential students the opportunity to freely move between various housing areas. Paul Riel added he would like the change to be effective as soon as the proposal is accepted by the Council, and approved by VP Shari Shuman and President Delaney.
- Mack Volk stated that allowing residential students to park in any of the Housing lots, regardless of where they live, might cause significant congestion in parking lots that are close to the core of campus which in effect might prevent students who actually live in the building closest to the core to be able to find a parking space.
- Paul Riel stated that added flexibility for the residential students would outweigh potential congestion issue. Paul Riel added that safety of the students would be increased as well.
- Mack Volk thought that the shuttle routes are designed to accommodate residential students and are a safe choice to get back to their residential areas if there is a need to see a friend who lives in a different residential area.
- Everett Malcolm asked Vince Smyth how the change would affect the enforcement and Vince Smyth responded that it would make it easier for the patrollers but office staff would likely observe a significant increase in complaints from the students and their parents if students are unable to find parking spaces close to their residence.
- Mack Volk emphasized that he is not completely against the idea but thought that having one housing category for all housing students would create an inconvenience for the students who do not move between various housing areas as well as for the students who get home late at night and cannot find a parking space close to their residence.
- Matt Yost added that he can envision the students parking illegally (in Premium spaces, for example) if they are unable to find spaces in the areas allowed with their housing permit.
- Paul Riel felt that due to uncertainty of the impact on the University's community we cannot be sure that the issues described by the student body will be a big concern and thought that the higher principal should be to offer the students who live on campus greater mobility between different housing areas because at this point in time it is very restrictive.
- Vince Smyth noted that it is difficult to make these type of changes during the year as the students were already given a statement as to where they can park and purchased their permit based on this information.
- Mack Volk wondered how other universities deal with their parking in residential areas and Vince Smyth responded that it depends on the size as well as on the unique culture of a given university.

- Vince Smyth thought that some research could be performed to get an idea of what is being done elsewhere but added that without knowing the unique culture of a particular university, the information gathered will just be data as opposed to data with informational value.
- Mack Volk questioned whether the Council makes the recommendations for the next academic year as opposed to current academic year but Everett Malcolm responded that Paul Riel would like his proposal, if supported by the Council, be effective immediately.
- Everett Malcolm added that if the proposal will not find Council's approval for this academic year, the members can still consider the issue and recommend changes for the next academic year.
- Mack Volk felt that such an immediate change would not be fair to the students who already purchased their parking permits for the current academic year and were told that parking permits are sold on a 1:1 ratio and thought that the issue should be revisited later on in the semester and maybe implemented in 2011-12 academic year if supported by the Council.
- Matt Breidenstein asked if there is any data as to how the lots are utilized in the housing areas and Vince Smyth responded that there are "lot counts" completed during the year. The first for 2010-11 will be the week of Sept 20-24 and the data will be provided to Council after these counts are completed and compiled into a spreadsheet. Vince Smyth added that the data from the previous years can be found in the archive minutes that are posted on the Parking Advisory Council website.
- Matt Breidenstein made a motion to defer the discussion and a vote to the next meeting held on September 24th.
- The Council unanimously agreed to postpone the decision until the next meeting.
- Everett Malcolm encouraged Paul Riel to gather some more feedback regarding the idea from the residential students and encourage a group of them to participate in the next meeting and share their point of view.

6. Review of By-laws

- Everett Malcolm encouraged the Council to review the By-Laws before the next meeting in order to share any suggestions the members might have as to potential modifications to the By-Laws.

7. Other Business

- Everett Malcolm reminded that information shared during the meeting is public and encouraged the Council members to share it with their colleagues in order for the Council to receive more feedback from the University's community.
- Glenda Kelsey shared a story of a co-worker who initially purchased a Discount parking permit and later got a disability parking permit and did not realize that a Premium parking permit, not Discount, was needed to be able to park in the disability spaces near the library loading dock and suggested that maybe more

signage is needed to emphasize that a UNF Premium parking permit is mandatory in disability spaces.

- Vince Smyth responded that he will meet and discuss putting more signage with Neal Fisher, Interim Parking Services Assistant Director, and suggested that the co-worker should stop by at Parking Services office and upgrade to a Premium parking permit for the time period she uses the disability parking permit.
- Matthew Yost added that it is not an isolated incident as he can read similar stories in the appeals that are submitted and thought that adding more signage might be a good idea.
- Vince Smyth encouraged everyone to notify Neal Fisher about any parking problems as soon as they emerge and to share any ideas regarding parking related improvements on campus to guarantee faster response to the issue presented.
- Mack Volk was interested in how the construction of the new buildings will affect parking spaces on campus and if a new garage on campus is considered.
- Everett Malcolm explained that construction of such as parking garage is a part of Master Planning and that at this point of time there is still ample parking available for the students and other members of the University's community. Everett Malcolm added that these issues will be discussed throughout the year.

8. Future meetings (all 1:30 p.m. to 3:00 p.m.):

- September 24, 2010
- October 8, 2010
- October 29, 2010
- November 19, 2010
- January 21, 2011
- February 11, 2011
- February 25, 2011
- March 25, 2011
- April 8, 2011

The meeting was adjourned at 2:20 PM. Prepared by Marta Cylwik.

University of North Florida Parking Advisory Council Bylaws

NAME

The name of this organization shall be the University of North Florida (UNF) Parking Advisory Council (hereinafter referred to as the Council).

AUTHORITY

The UNF Parking Advisory Council is advisory in nature. All recommendations shall go directly to the Vice President for Administration and Finance who shall recommend to the President for final authority.

OBJECTIVE

The objective of the Parking Advisory Council shall be to advise the Vice President for Administration and Finance on all matters impacting parking facilities and their utilization by the University Community.

Specifically, the Parking Advisory Council shall have the agenda:

- To assist in planning for adequate parking for the campus
- To examine parking issues on campus and make recommendations for resolutions

VOTING MEMBERS

The following will be voting members of the Council:

- > Four student members appointed by the President of the SGA.
- > Two Faculty Association members appointed by the President of the Faculty Association.
- > Two USPS Association members appointed by the President of the USPS Association.
- > Two A&P Association members appointed by the President of the A&P Association.
- > Additional members may be appointed at the discretion of the Vice President for Administration and Finance, in consultation with the University President

TERMS

Faculty and staff members may be appointed for two-year renewable terms. Student Council Members may be appointed for one-year renewable terms. Terms commence with the fall semester and run through the summer semester.

Any member desiring to resign from the Parking Advisory Council shall submit their resignation in writing to the Parking Advisory Council Chairperson, who shall present it to the Vice President for Administration and Finance for action.

OFFICERS

The officers of the UNF Parking Advisory Council shall be a Chairperson and a Vice-Chairperson.

In consultation with the Vice President for Administration and Finance, the University President shall appoint, from among the membership, the Chairperson to a one-year term. The Council shall select the Vice-Chairperson from among the membership.

MEETINGS

The University of North Florida Parking Advisory Council will hold regular quarterly meetings except that meetings need not be held if, in the judgment of the Chair and Vice-Chair, no significant agenda items have been presented for Parking Advisory Council consideration.

Special meetings may be called by the Chairperson upon the written or oral request of a Council Member. The purpose of the meetings shall be stated in the call. Except in cases of emergency, at least three (3) days notice shall be given.

A simple majority of Parking Council Members shall constitute a quorum.

VOTING

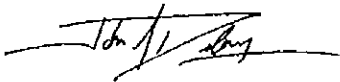
- Each Parking Advisory Council Member shall have one (1) vote.
- The Parking Advisory Council Chair will not vote except to break a tie.
- There shall be no proxy voting.
- A passing motion shall be a simple majority of voting members present.

If a Parking Advisory Council Member is unable to attend Council Meetings for an extended period of time (e.g., a semester), the appropriate Association President may recommend a substitute who shall, with the permission of the Vice President for Administration and Finance, have voting privileges.

AMENDMENT

The Bylaws shall be reviewed annually and recommendations forwarded to the President.

Approved:



John A. Delaney, President

November 7, 2008