

Parking Advisory Council Meeting

September 21, 2012

2:00pm

**Auxiliary Services Conference Room
Building 8, Room 1106**

MINUTES

Members Present: Everett Malcolm (Chair), Katharine Brown, Carol Woodson, Joann Campbell, Cammy Pucci, Ted Hornoi-Centerwall, Ryan Dewitt, Alex Goetz, Joseph Turner

Members Absent: Catherine Johnson, Zak Varshvoi

Others Present: Neal Fisher (Parking Services), Mark Richardson (UPD), Vince Smyth (Auxiliary Services), Salena Tepas (Parking Services)

The meeting was called to order at 2:05 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 thanked the group and explained it is not an easy Council to be a part of, to help others interpret parking rules, address their emails and concerns, help explain where you can and cannot park and the why's of the policies. The Council follows the spirit of Robert's Rules of Orders. He explained that it is an open meeting but only the Council votes. The Council helps to ensure we have done what is best for the University. He stated the Council is a "recommending body" to the Vice President, Shari Shuman who moves recommendations to the President. If she does not accept a recommendation, she will usually return it to Council for more consideration.

3. Parking Council Charge for 2012/13

- 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 2012-13 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 (e.g. parking permit fees for 2013-2014).

4. Review of By-laws

- Everett Malcolm encouraged the Council to review the By-Laws now in order to share any suggestions the members might have as to potential modifications to the By-Laws.
- Joann Campbell suggested under Terms in the second paragraph, “any member desiring to resign from the Parking Advisory Council shall submit their resignation in writing to the Parking Advisor Council Chairperson, who shall present it to the Vice President for Administration and Finance for action” should be revised as bylaws should not have written in a policy that cannot be enforced and members cannot be forced into submitting a written resignation. Alex Goetz motioned to keep the same and that the resignation is more for Council on “what shall be done”. Cammi Pucci asked if a member stops coming, can they be replaced. Everett Malcolm stated that if they fail to attend, Everett or Vince would reach out to the Council member to find out if the member will be attending and, if needed, then Association Presidents would look for replacements. Motion for change to resignation letter, 2 for (Campbell, Turner) and 5 against (Centerwall, Woodson, Pucci, Dewitt, Goetz).
- Joann Campbell suggested under Name in the first paragraph, “hereinafter referred to as the Council” be either taken out or refer to Parking Advisory Council as Council in the remainder of the bylaws. Ted Centerwall suggested changing the words hereinafter to “also”. Motion for change to “hereinafter” to “also” passed unanimously.

5. Appointment of Vice- Chair

- Everett Malcolm stated the Council should consider who 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 great deal of the students’ concerns regarding parking related issues. The Council was asked between this meeting and the October meeting to consider who to nominate.

6. Meeting Day and Time

- Everett Malcolm asked if Council could come up with a better time that best serves the Council as a whole. Council voted for **3:00 on the same Fridays** as scheduled. Motion for change to meeting time 7 for (Brown, Campbell, Centerwall, Pucci, Dewitt, Goetz, Turner) 1 against (Woodson). Members are also able to phone in but no proxy voting at voting meetings.

7. Other Business

- Alex Goetz stated the numbers from the Premium Day Passes in the first two weeks of school were 7,000. The target ratio for Premium is 2.5. Premium permits sold at 2.42 but after you add in the day passes, the average of 353 a day, brings the ratio up to 2.69. Alex felt that was too many cars looking for Premium spots. Alex suggested reducing day pass sales or Premium permit sales. Everett Malcolm stated Parking could provide counts toward the end of the term, perhaps the November meeting. This would give a better history of the number of day passes that were issued and when Council looks at the ratios in the Spring, we can take all of this into consideration. Alex asked if we are doing ratios in October according to the Charge. Vince stated Parking can include in the next month's package. The ability to reduce the number of 2013-14 Premium Permit sales to students is possible and should be part of the discussion at the next meeting when lot counts will be available. Limiting day passes would be much more difficult as they are guests to the University. Alex suggested selling Premium permits at 2.3, raising the rate to \$178 but removing 400 cars out of circulation. Alex stated many students stopped buying Premium when they know they arrive to campus after 9 a.m. and if this ratio stays the same, students know it is the worst pass for those arriving after 9 a.m. Vince stated the lot counts will be coming and Premium did sell out this year meaning they are in demand.
- Katharine Brown stated retired faculty are asking for a discount for parking on campus when they come. This would help maintain a connection to UNF. Vince Smyth stated retired faculty, not staff, show ID and get a free pass because it is negotiated in their collective agreement. Neal Fisher confirmed retired faculty need only show their ID at the drive-through booth at no cost. Katharine Brown asked why retired staff are not included. Vince Smyth stated Council could make that recommendation as another category.
- Alex Goetz suggested permits encourage branding of UNF and showed Council more UNF branding designs for consideration for the permits for next year. Vince stated this is an operational matter and can be sent to Neal Fisher.
- Everett Malcolm stated he received a concern about hierarchy considerations for years of service amongst faculty and staff for when permits can be purchased.
- Katharine Brown stated students are upset about using the back bumper and wanting to back into spaces. Vince Smyth replied Parking allows students to come to Parking Services for suggested locations for unusual constructed cars exceptions. Alex Goetz states it must be on the back driver windshield or bumper. Neal Fisher states if they come in, they can remove the permit and a new one is given for them to put in the correct spot. Alex states the patrollers do have to circle the vehicle before they cite. Katharine Brown also asked about motorcycle permits and permits. Neal Fisher stated they get a temporary when they ride their motorcycle in but at their own risk when they do not have the motorcycle permit.

8. Future Meetings

- October 12, 2012
- October 26, 2012
- November 16, 2012

The meeting was adjourned at 2:45 p.m. Prepared by Salena Tepas