

Parking Advisory Council Meeting

September 20, 2013

10:30 am

Business Services Conference Room

Building 8, Room 1106

MINUTES

Members Present: Everett Malcolm (Chair), Joseph Turner, Diane Turner, Ted Hornoi-Centerwall, Joann Campbell, Ernest Fulton, Gordon Rakita, Alin Cepoi, Alex Goetz

Members Absent: Barbara Dupuis, Christopher Brady

Others Present: Neal Fisher (Parking Services), George Androuin (Business and Parking Services), Salena Tepas (Parking Services), Virginia Smith (Parking Services)

The meeting was called to order at 10:03 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 the accuracy of the minutes.

2.) Welcome and Introductions

- Everett Malcolm explained that this Council is very important and thanked everyone for dedicating their time on behalf of George Androuin & Shari Shuman.
- 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.
- Introductions were made.

3.) Review of By-Laws

- Everett Malcolm noted that the by-laws were changed last time from stating, "meeting regularly" to "meeting quarterly". Everett stated that it is good to have changes made by the spring quarter.
- 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.

- Everett Malcolm encouraged open dialog before taking things to a formal vote. There were no recommendations to change the current by-laws. Hearing none, Diane Turner motioned to accept current by laws, Joseph Turner seconded. All said I and motion passes to accept/retain current by laws for 2013/2014.

4.) Parking Council Charge for 2013/2014

- Everett Malcolm discussed the only new charge added was reviewing fines on an annual basis.
- Ernest Fulton mentioned dates listed in charge not coinciding with future meeting dates. Everett Malcolm responded that the dates are a timeline for voting so that if there were recommendations to be made to Shari Shuman, those would be handled in a timely manner. Gordon Rakita specified asking if these dates were due dates for the items.
- The president of the University is the final decision on recommendations from the Council except for the approval of fees, which goes to BOT.

5.) Review of Permit Categories, Number of Spaces and Sales Ratio.

- Everett Malcolm stated that this information will be discussed in much more detail at October meeting but to still review the information.
- George Androuin introduces himself and his history with the University of North Florida. George explained the reorganization that recently happened in Business Services. George specified that his title is Director of Business and Parking Services.
- Upon review of sales ratios of permits for 2013/2014 and parking spaces, Diane Tanner asked about lot counts. Neal Fisher stated that they will be available at the October meeting. Gordon Rakita asked what lot counts were and Everett Malcolm explained they are data collections to see how many spaces are being used versus how many were sold. It helps guide Council on how to raise or lower ratios for parking permits. Everett said lot counts are critical. Diane Tanner asked if they do it at different parts of the day. Neal responds yes, about every two hours. Ted Hornoi-Centerwall asked if it was done on different days. Neal responds yes.
- Alex Goetz asked about gain of parking spaces in Lot 60(Alumni Hall). Neal Fisher responds that the lot numbers haven't changed but that 70 spots are premium and 30 are for Alumni Hall guests. Alex asked if they were faculty/staff spaces last year. Neal responds that they were not faculty spots, that it was a "buy out" lot.
- Ted Hornoi-Centerwall asked if ratio & parking space information included the University Center lot. Neal Fisher states that University Center Faculty & Staff are required to buy parking Premium permits so that data is included in the ratio and parking space inventory. George states that since it is a buyout lot, that there is a way to go through Human Resources and pull a list of employees that work at the University Center but have not purchased parking permits and then require them to purchase so that the spots can be included in the data that we collect and monitor.

- Ted Hornoi-Centerwall questions what is a “buy-out lot”? George Androuin responds with the example of going to a hotel and not requiring a voucher for parking which would be inconvenient. George also stated that if there were an arm or gate, that traffic would back out into Alumni Drive. He explains the idea, to make parking easier, is that University Center pays Parking Services about \$150,000.00 a year (which is \$160.00 per spot) for that parking area. Parking Services cites if someone witnesses someone getting out of the car and walking away from the University Center, which would mean they are not attending an event at the University Center or if a car has been left overnight (there is dew on the car). They want people to be able to come and go easily without having to worry about the parking process.
- Alex Goetz had another question regarding the new spots at Alumni Hall. Alex asked why Parking Services changed the spots to premium since Parking is now selling 100 extra passes which throws off the ratio. Neal Fisher stated that senior management decided to change those spaces to a premium lot to the inventory. Diane Tanner mentioned she thought that people wouldn’t park at the garages if there office was Alumni Hall. Alex explained that last year the Council decided to take away 400 permits to relieve congestion but over summer added more premium permit holders, which again throws off the ratio information. Joseph Turner clarifies that in fact instead of taking 400 out of circulation, parking effectively only took 200 out of circulation. Joseph Turner asked if Parking knows how that change has effected parking so far. Neal responded that we will know better after we have lot counts.
- Alin Cepoi asked if the premium daily guest permits were able to be used at the garages. Alex Goetz responded that the day passes were only for lot 18. Virginia Smith responded that students are not permitted to buy the premium daily permits from the booths. Alin stated that has been inconsistent because for the past few weeks he has been able to purchase them with no one verifying if he was a student or not. Neal Fisher asked Alin if he was asked about being a student, Alin responds, no. Joseph Turner states that it is supposed to be done. Gordon Rakita wanted to specify that the permits from the booths are not for students. He asked if there were different daily passes. Virginia responded that students are to purchase their daily permits only in lots 18 & 53 and only park in those lots. Gordon asked what would happen if a student drove to daily permit booth attempting to purchase a premium permit and if asked if they were a student, the person lies and says no. How would they know? Everett Malcolm responds that they would take the person’s word for it but if they saw someone frequently doing it then they would take action. Everett stated that there hasn’t been much abuse of that system. Gordon asked if the daily premium permits cost more than the permits in the outer lots. Alin responded that, no, they were both the same, \$3.00. Neal responds that is something we will see later at a future meeting and Gordon responds that a price difference may help solve that problem. Alex theorized raising premium daily permits \$1.00 more and that students would just go ahead and go to lot 18 since it would be cheaper.
- Everett asked that the Council share this information with their colleagues so that in October they can have a more in depth conversation and take different items to a vote.

6.) 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.
- Everett Malcolm advised that vice chair assumes the role as chair in the event that the chair could not attend a meeting and that the chair only votes in the case of a tie so if the vice chair were to take the place of the chair, he would be giving up his chance to vote on an item if the need was there.
- Everett Malcolm said they could vote today or at the October meeting with nominations or if they were comfortable voting today. Diane Tanner motioned to nominate Alin Cepoi, Joseph Turner clarified that it was Alin and not Alex and then he seconded the nomination. All those in favor said I, none opposed and motion passes.

7.) Future Meetings

- **October 18th, 2013**
- **November 1st, 2013**
- **November 15th, 2013**
- Everett Malcolm discussed when to hold meetings, he suggested Fridays since everyone's schedules were pretty open on this day. Especially since Student Senate changed their meeting times from every other Monday, to every other Friday. He recommended keeping the meetings on Fridays but would like to open floor to a better time, addressing conflicts. Joseph Turner recommended moving meeting time to 3:30 to accommodate student member's time to come and attend meetings. Diane Tanner suggested 8 am or 7am. Alex Goetz mentioned he is busy 9-2 and that he has senate 1- 3. He suggested 8 am. Alin Cepoi said he was fine with both times. Ted Hornoi-Centerwall suggested 8am. Joann Campbell was unopposed to either time. Ernest Fulton suggested 3:30 due to class schedule. Gordon Rakita mentioned either time but mentioned he might appoint someone else to his place on the Council and that he will check with that person on their availability. He stated that his conflicts were more with dates rather than times. Joseph Turner motions to change the time to 3:30. All say I, none opposed, and motion passes. Diane Tanner stated that she would rather things start early and get over early. Everett Malcolm stated that meetings will be kept to under an hour. Dates will say the same, but times will move to a 3:30 start time.
- Everett Malcolm asked if there were any other general questions or concerns that needed to be brought to the council's attention.

- Alex Goetz mentioned since Parking Services was present at meeting, he had a student email him about a BOOT. The student had received many citations resulting in a boot, when that issue was resolved; the student received another citation and in turn another boot. Alex asked if the policy was to BOOT each citation after 8 citations. Neal responded yes, after 8 in a 365 day period. Alex asked if the appeal process had bearing on the boot policy and Neal responded yes, if the appeal was approved and no amount is due, than those citations would not count against them. Alex asked if paying the citations on time affected the result of the boot. Neal responded no, if people continue to not follow rules, parking will continually enforce the consequences. Joseph Turner had an additional question concerning booted vehicles in Garage 38 and mentioned that there had been there for an extensive length of time which is taking away spots. Joseph asked if there was a way to get those vehicles towed or notify the driver to get that vehicle moved. Neal responded that it can be difficult getting in touch with the driver in that situation. Neal advised that Parking issues a tow notice after 20 days of immobilization and if the car was in a fire lane or disability spot, the vehicle would be towed immediately. Everett Malcolm asked if it is possible for a tow truck to enter the garage. Neal responded that there are tow trucks that are able to access the garages.
- George Androuin addressed the Council, notifying them of some projects that are going on with Parking. The first being in Lot 1 being paved and restriped. Also re-doing the walkway in front of Garage 44 moving the disability spaces over in front of the library and that should be done in approximately thirty days. George mentioned another project behind Lot 34 which will add an additional 39 Premium spaces and will take away two structures. George stated the project he is most excited about is putting a 4 story garage in Lot 12, with the first 3 floors being available for housing students and the third & fourth floor connecting to the fine arts garage and therefore opening more premium parking spaces. That project is in the preliminary stages with consultants and architects with a project date of fall 2014.
- Everett Malcolm asked George Androuin and Neal Fisher to discuss the improvements made over the summer to both garages. Neal Fisher stated both garages had a multimillion dollar project for repairs involving concrete repairs, structural repairs and cables. Neal said it was to ensure the safety of both garages and he mentioned talks of possibly using the fourth floor of the garages for get-togethers. Lot 18 was restriped and resurfaced and it turned out to be a perfect project.
- Everett Malcolm asked George Androuin to give council a forecast on premium permits for 2014/2015 involving raising permit rates. George responded that after consulting with Vince Smyth that there should be no reason as of yet to raise rates. Diane Tanner asked if the completion of the new garage would be available by the expected fall 2014 date and George mentioned that it will be a pre-fab project that should make it a quick process and that the expected project timeline was a predicted 8 months.
- Ted Hornoi-Centerwall asked George Androuin about the construction in the loading area behind the library and the disability spots not being available for use and he was concerned about when that project would be finished. George responded that it will be finished in 30

days. George mentioned getting the use of Lot 1 back on Monday and using those spots as disability spots until the project is finished but as of yet there have not been any complaints about the lack of disability spots since construction started. Ted also asked if there will be more or less spots at the end of completion and George stated that the disability spots will increase by two additional spots totaling 12 disability compliant spots.

The meeting was adjourned at 10:45. Prepared by Virginia Smith