

**Parking Advisory Council**

**Meeting**

**January 26<sup>th</sup>, 2018**

**10:00 a.m.**

**Student Affairs Conference Room**

**Building 58E, Room 2100**

**Minutes**

**Members Present:** Everett Malcolm (Chair), Ashley Faulkner (Faculty Association), Ko Sze Lee (Faculty Association), Elizabeth Arflin (A&P Association), Amelia Stark (Student Government), Gloria Turner (Student Government), Holden Jung (Student Government), and Jocelyne Vasquez (Student Government)

**Members Absent:** Patrick Moore (A&P Association), Katrina Willis (USPS Association) and Corinne Housley (USPS Association)

**Others Present:** George Androuin (Business and Parking Services), Courtney Manns (Parking Services), Bill Strudel (UPD), and Adam Brown (UPD)

The meeting was called to order at 10:00 a.m.

**1) Permission to Audio Record the Meeting**

- Everett Malcolm greeted everyone present and informed all that the meeting will be recorded in order to produce accurate minutes and asked if there were any objections.
- No objections were made.

**2) Welcome new PAC members**

- Everett Malcolm announces that there has been new council members added to replace the ones that have resigned and asks that everyone would introduce themselves and what association they are with.

**Everett Malcolm-** I am Everett Malcolm, I am the Associate Vice President for Student Affairs and I was appointed by John Delany to be the Chair of this council.

**Amelia Stark-** I'm Amelia Stark, I am the Student Advocate, and I am representing Student Government.

**Adam Brown-** I'm Adam Brown and I am representing UPD.

**Ashley Faulkner-** Ash Faulkner, I am one of the faculty representatives, and I teach in the Writing Program.

**Courtney Manns-** Courtney Manns, and I represent Parking Services.

**George Androuin-** George Androuin, Director of Business and Parking Services.

**Bill Strudel-** Brill Strudel, and also UPD.

**Elizabeth Arflin-** Elizabeth Arflin, I am an A&P representative, and I am currently a career council with the COAS, and as of Monday, I will be with the Dean of the Students Office.

**Everett Malcolm-** Congratulations.

**Elizabeth Arflin-** Thank you.

**Jocelyne Vasquez-** I'm Jocelyne Vasquez and I'm the Chief Justice for Student Government.

**Holden Jung-** I'm Holden Jung and I'm the Project Assistant for Student Government.

**Gloria Turner-** I'm Gloria Turner and I'm the acting Student Body Vice President and also with Student Government.

**Everett Malcolm-** Again, welcome everyone and hopefully your New Year is off to a very good start.

### **3) Approval of Minutes from December 1<sup>st</sup>, 2017**

**Everett Malcolm-** Everyone should have received an electric copy of the minutes from December 1<sup>st</sup>, 2017 and have had a chance to look over the minutes and if needed provided feedback. Are there any other additional comments or changes to these minutes?

*-The room is silent-*

**Everett Malcolm-** Okay, hearing none, those minutes will stand and will be posted.

#### 4) Recommendations forwarded to VP Shuman

**Everett Malcolm-** I have really good news for the council about our recommendations from our December 1<sup>st</sup> meeting that were forwarded to VP Shuman. All of those recommendations were approved with the exception of the pending item that we have. We had a discussion on the possibility of raising the daily Blue permit fee which currently stands at five dollars. We were looking at maybe the possibility of raising it to seven dollars. If we truly had justification to support that we would need to have that all together in a later date since the BOT will be voting in June. George will be doing more lot counts for us so that we will be able to have more justification in order to support that.

#### 5) Appointment of Vice Chair

**Everett Malcolm-** When Cap graduated, back in December, that left a vacancy in the council, and that student vacancy has already been filled but what also needs to be filled is the position of Vice Chair that Cap filled at the time. Ever since I was first appointed Chair of this council, the Vice Chair has always been a student. This is because students are the biggest users in parking and most of our feedback that we get is from students. I would like to open the floor to discussion now for any suggestions, comments, or concerns in regards to appointing a new Vice Chair for this council.

**Jocelyn Vasquez -** I have a question. What are the rules of the Vice Chair instead of stepping in when the Chair isn't present for meetings?

**Everett Malcolm-** The primary rule of that position is to take over in the absence of the Chair. The Vice Chair also has the ability to add an item to the Agenda, but that's what everyone has the ability to do that is part of the council.

**Gloria Turner-** I have interest as serving as the Vice Chair. I've served on this council since the fall semester and after all the research and reaching out to student that I have done so far I believe that I defiantly have a pulse on students and parking.

**Amelia Stark-** I was going to nominate Gloria.

**Elizabeth Arflin-** I will second that nomination.

**Everett Malcolm-** Okay, any other nominations?

*-Silence-*

**Everett Malcolm-** okay all those in favor for Gloria serving as Vice Chair for the University of North Florida 2017/2018 Parking Advisory Council, raise your hand and say, "I."

*-All members of the council present raise their hand and say, "I."-*

**Everett Malcolm-** Motion passes. I will pass this on to VP Shuman.

**6) Further Discussion and Vote on Daily Permit Fees for 2018/2019**

**Everett Malcolm-** I know that George has with him some initial lot counts and he will be discussing that with us and those parking stats will be passed out.

*-Papers are being passed out-*

**George Androuin-** You all are going to have three sheets in front of you. Two out of the three have a red bar at the top. Those are the two I want you to really look at because they are the main ones in regards to blue daily permits to discuss. We did lot counts this week. We did not do Monday because it was a special event on campus and it would throw it all off. So I am comparing this to last year's lot count.

**Everett Malcolm-** George, are all of the parking lots back on line now? Is lot 7 open?

**George Androuin-** Yes they are and yes that lot is back on line.

*-George explains how the chart is read as well as reads out last year's numbers for the council to write down.-*

**George Androuin-** We've doubled the amount of spaces for this year compared to last year's available spaces. It's either classes or something else that has shifted to those 4:30 pm times, which is great! We are still a little tight in the morning but that's just the way it is. I think things are getting a little better though. From looking at the Tuesday and Wednesday snap shot, it looks like I can flip those 50 spaces back to blue from Housing A without impacting or harming those individuals in any way.

**Everett Malcolm-** Have you had a conversation with Bob before flipping those in case he is anticipating an increase in Housing A students?

**George Androuin-** I did, we did this right before he left for break. He indicated to me that we was seeing an even amount of students entering the college and students graduating.

**Everett Malcolm-** What about for fall 2018?

**George Androuin-** I'm going to say I'm probably going to give the entire third floor of garage 44A to Housing A. I would rather be in a position where I've undersold than to be oversold so that I can give back if needed. I don't want to be in the position again where I had to take away from blue. Looking at spring, I know I can flip these spaces back to Blue.

**Ashley Faulkner-** so this flip of the 50 would just be for the spring?

**George Androuin-** And summer and then in fall, depending on what the numbers are, go from there. I know at least a third of it is going to have to go to Housing because that's what happened this fall. It's a residential area so it makes sense to make sure if you live there you can park there.

**Ko Sze Lee-** have you ever considered converting some of the staff parking to blue?

**George Androuin-** well remember this is only one day that you are seeing right now. Tuesdays and Thursdays are most likely the busiest.

**Ko Sze Lee-** it sounds like the faculty staff have more spaces they need in the garages. I remember there used to be more blue lots and then they were converted to faculty /staff lots.

**George Androuin-** Well from looking at the data for one day that you have here there's enough parking spaces but this is only for one day.

**Elizabeth Arflin-** isn't there a waitlist right now for faculty/staff permits?

**George Androuin-** there are. And what ends up happening is they end up buying blue. If a faculty doesn't want to park on the ramp and they have a faculty/staff permit they usually will go and take up a blue space.

**Everett Malcolm-** has anyone on the staff or faculty side received any parking related concerns about not being able to find a parking space?

**Ashley Faulkner-** I haven't received any have you Ko Sze?

**Ko Sze Lee-** Nothing except from the survey we posted out.

**Ashley Faulkner-** so then yes, nothing that you don't know about, George.

*-George begins reading and comparing the Wednesday maps-*

**George Androuin-** On Wednesdays, it looks amazing. So again, I don't know if its classes or something else shifting.

**Jocelyn Vasquez -** how come some faculty/staff have a waitlist for permits even though there is available spaces?

**George Androuin-** well the parking advisory council is what votes on those numbers to sell. I don't know if you folk want to open up a discussion about this or not but I would suggest waiting another week so that I can collect more data in case there was a lab for a class on these days.

**Gloria Turner-** how many blue do you hold back for staff and faculty?

**George Androuin-** I think it was about 80 this year or so I'm not sure I would need to look at the numbers again. We usually base it on the previous year's data. I would like to share the lot counts with you hopefully sometime next week when they are completed.

**Everett Malcolm-** I think your summary in data and any feedback can help aid the council for the next meeting on February 9<sup>th</sup> to discuss more and most accurately. Is there any more discussion on daily permits and fees for 2018/2019?

- *Silence*-

### **7) Parking Issues/ Concerns**

**Elizabeth Arflin-** with Lot 7 being opened, did we move those vendor spots for the ones that were added in lot 7?

**George Androuin-** I think we took away some faculty staff spots for vendor but now we can switch those back and sell some faculty permits, so thank you for reminding me about that.

**Everett Malcolm-** George do you have data on the times of when people are buying daily permits on the kiosks?

**Gloria Turner-** I would be curious in knowing the gray as well as the blue daily purchases.

**Elizabeth Arflin-** and having data on frequent users. I want to be able to analyze frequency use and finding out if we can put information or signage around the kiosks.

**George Androuin-** I am looking into that one and can provide more information on that when it's figured out.

**Everett Malcolm-** George, are we doing lot counts with Board members come by?

George Androuin- No we shift it by day if something similar occurs.

**Everett Malcolm-** Okay, well the good thing is George can provide us with more information for our next meeting so we don't have to make a vote today. Are there any other concerns that need to be brought to the council today?

-*Silence*-

### **8) Next PAC meeting, February 9<sup>th</sup> at 10:00AM**

**END.**

**Minutes Prepared By: Courtney Manns**