

## Parking and Transportation Committee Meeting Minutes

4/23/2021

Via Zoom

Members Present: Anna Correa, Samuel Foster, Pamela Hughes, Kara Park, Brian Shanahan, David Wittenberg, Kevin Zihlman  
Staff/Others Present: Frank Mitros, Michelle Ribble, Erin Shane, Mike Wilson, Debby Zumbach and Carrie Brus  
Members/Staff Absent: Armando Duarte, Anthony Haughton, Brian McClatchey, Greg Shill and Jim Stoner

Meeting begins at 3:33pm

Carrie took roll call based on Zoom attendance

Today is the last meeting of the semester. Thank you to all committee members for their input and participation this year. Thank you to Kevin Zihlman for all your work as the committee chair this year.

### Meeting Minutes

- Presented meeting minutes from the 3/26/2021 meeting
- Motion was made and seconded to approve the meeting minutes as presented
- Meeting minutes were approved

### Faculty/Staff Appeals Committee Annual Report

- Faculty and staff are appointed to three-year terms
  - Same process applies as it does for the Parking and Transportation Committee
- Member(s) of Parking and Transportation Department are involved in meetings
  - Context and history provided is really helpful
- Meets monthly; can schedule additional meetings if needed
- Reviews appeals
- Knowledge of existing regulations
- Provide education to customers
- Moved to virtual meetings
- When a campus tour can be provided to committee members, that has been very helpful
  - Ability to see the locations where tickets are issued
- Is there a word limit on appeals?
  - No. Customers can provide as much text as they would like.
- Report
  - Approximately 1,000 cases were heard in the past year
  - Can we reduce the load?
    - With the introduction of LPR and virtual permits, the call-in program will go away
    - When the call-in program is gone, the tickets associated with the program will go away as well
    - Expired meter citations
      - Considering expanding oversight to the department on expired meter citations
      - For simple decisions, the department would have the ability to write off expired meter citations
      - For complex decisions, the Faculty/Staff Appeals Committee would hear those cases
- Students not involved in this committee
  - Students have their own committee to review appeals called the Student Judicial Court

### Commuter Programs Overview

- Overview
  - 380 Express
    - Program that provides bus service from Cedar Rapids to Iowa City and provides stops in Coralville
    - Mobile pass
    - Parking and Transportation provides discounted passes to University employees
  - Bicycles
    - Free registration that does not expire
    - Parking and Transportation manages bicycle parking on campus and enforces bicycle regulations
    - Clean-up abandoned bicycles on campus
      - Bicycles go to UI Surplus
      - Brought up the Iowa City Bike Library, but UI Surplus is the current location for University property
      - Typically in September each year
  - Repair Stations
    - Ten (10) locations on campus
      - Four (4) on the east campus
      - Six (6) on the west campus
    - Stations provide air pumps and tools to perform minor repairs
  - UI RideShare
    - Ride matching service
      - Daily commuters

- Events
      - Mapping service
    - Includes all modes of transportation
    - Closed sub-site for University staff and students
  - U-PASS
    - Bus pass program for University faculty, staff and students
    - Physical pass
    - Discounted passes available
  - Van Pool
    - Program began in 1978
    - Vans are leased from Fleet Services
    - Available to University faculty and staff
    - Fee for the driver is waived
    - Entire operation is handled in-house
    - Membership is managed by Parking and Transportation
  - Zipcar
    - On-demand hourly rentals
    - Partnership with City of Iowa City
    - Cars located at Burge Hall, Newton Road Ramp and Iowa City Public Library on Linn Street
- Safety Protocols in place during COVID pandemic
  - 380 Express and local transit systems
    - Masks required; buses cleaned daily
    - Fees waived at various times depending on the transit system (March-August 2020)
  - Van Pool
    - Masks required, hand sanitizer and disinfectant wipes provided
  - Zipcar vehicles were removed from campus for a period of time
- Participation by Travel Mode
  - Pre-COVID
    - Bicycles remained steady
    - Van Pool
      - Steady decline; factors we cannot control
    - Zipcar was tracking upward
    - UI RideShare saw a slight increase
  - During COVID pandemic
    - Decreases due to working from home status and students sent home
    - U-PASS experienced a significant drop
    - UI RideShare steadily increasing; there is no commitment
  - Usage
    - U-PASS saw a slow comeback
    - 380 Express--not as dramatic as U-PASS
    - Van Pool--70% of members are UIHC employees
    - Zipcar--even when the cars came back, it took time to get riders back
- Future
  - Bike Share
    - Long process
    - Contract was signed in partnership with City of Iowa City
    - Vendor was bought out during COVID pandemic
    - Contracts are in review status by new company
    - Need to evaluate in the near future
    - Desire to have program on campus
  - Car Share
    - Zipcar contract ends June 30
    - RFP bid issued in partnership with City of Iowa City
    - Bids should come back in a few weeks
  - 380 Express
    - Began in response to construction project on I-380/I-80
    - Contracted with Windstar to provide buses and drivers
    - Iowa DOT is responsible for the bulk of project funding
    - Eastern Central Iowa Council of Governments (ECICOG) provides a small portion of funding as does the University
    - Current funding model ends with project in 2024
    - More to come on this
  - Questions
    - How are fares decided?
      - Fares are not decided by the Parking and Transportation Department
      - Fares are discounted to UI staff and students
      - Discounted monthly passes cost \$57.50
      - To put that in perspective, monthly parking permits range from \$27 to \$110
    - Future of the Van Pool Program

- Do you feel that the program is stable?
  - Yes
- Program keeps evolving
- Do you expect to install any additional Bicycle Repair Stations?
  - Currently at ten (10) stations across campus
  - Last one installed was at Art Building West
  - Not planning for more at this time
  - Current locations are spread across campus
  - One possible exception would be the implementation of a Bike Share program on campus
  - It would be a nice feature to have a repair station next to any Bike Share locations on campus
- Zipcar
  - Who uses this service?
  - Equal mix of students and staff
  - No application fee for University staff and students
  - Receive driving credit when you setup an account

#### Fleet Services Kiosk

- Fleet Services Overview
- Fleet Services maintains most vehicles on campus
  - Exception would be CAMBUS
  - Current total is 580 vehicles
    - Mini-vans used in the Van Pool program is included
- Daily rental fleet consists of 35 vehicles
  - Time of rental can be up to three (3) months
- Fuel station on campus
  - Four (4) tanks each holding 12,000 gallons
- In-house technicians to perform maintenance and repairs on vehicles
- Buy own vehicles in conjunction with Purchasing Department
- Sell own vehicles through University Surplus
- WEX Fuel Card
  - Fuel costs are billed back to the University
- Kiosk location at Hospital Ramp 2
  - Remote rental location on the west campus
  - Main location is on the east campus
  - Reservations made through online system
  - Soft launch in progress
  - Kiosk is located on LL1 of Hospital Ramp 2
- Video tutorial
  - Fleet Services put together a video on how to use the kiosk
  - Helpful tool for customers
- Hourly rate at the kiosk location is \$7.00 per hour
- Cleaning supplies are found in each vehicle
- Would the hourly rate apply to vehicles reserved on the east campus as well?
  - Not at this time
  - More labor is in place for the vehicles on the east campus
- Questions
  - Do you see more electric vehicles on campus?
    - Currently, we have 11 electric vehicles on campus
    - Easing into these right now
    - More expensive
    - Can the power grid support more inventory?
    - Electric vehicles use more electricity
  - Fleet Services vehicle use for University business only
  - Are there limitations on brand of vehicle purchased?
    - No
    - Look at several factors
  - What happens with accidents in Fleet Services vehicles?
    - Could be a future agenda item
    - University is self-insured
    - Lower rate than commercial insurance
- Vehicles are sold in an auction format
- Nice option to offer IPASS and GPS with vehicle rentals

Meeting Adjourned at 4:56pm