

Parking and Transportation Committee Meeting Minutes

10/22/2021

Via Zoom

Members Present: Paul Hanley, Pamela Hughes, Kara Park, Gregory Shill, Rebecca Wilson, David Wittenberg
Staff/Others Present: Mia Brunelli, Brian McClatchey, Frank Mitros, Jacob Odgaard, Erin Shane, Mike Wilson, Debby Zumbach and Carrie Brus
Members/Staff Absent: Sam Avery, David Keffala-Gerhard, Kevin Larson, Brian Shanahan

Meeting begins at 2:31pm

Kara started the group with introductions

Carrie took roll call based on Zoom attendance

Approval of Meeting Minutes

- Any changes? No changes
- Motion and second to approve minutes as submitted

Fleet Services Rental Program

- Presentation by Mike Wilson
- Overview of Fleet Services
 - How many vehicles are we responsible for here?
 - 625 vehicles on campus
 - Assigned vehicles
 - Vehicles that departments use
 - 527 total vehicles
 - Largest portion
 - Managed by Fleet Services
 - Rental vehicles
 - Currently at 34 vehicles
 - Rent vehicles to departments for business use
 - Similar to the operation at an Enterprise or Hertz
 - Managed by Fleet Services
 - Department vehicles
 - Managed by departments
 - CAMBUS, Ambulances, NADS, College of Education, Hygienic Lab
 - Fuel all of these vehicles
 - Support for all vehicles
 - What does Fleet Services do?
 - Provides fuel
 - Four (4) 12,000 fuel tanks
 - Diesel, E-85 and E-10
 - Management of the fuel control system with a chip key
 - Set prices on each fuel type
 - Fuel card administration
 - Acquisition and disposal of university vehicles
 - Rate setting
 - Self-supporting entity
 - Rates are set to recover costs
 - Rental fleet incorporates the cost of outsourcing
 - Maintenance of university vehicles
 - Preventative maintenance
 - Repair maintenance
 - Outsource body work, glass work, exhaust work, transmission work
 - Outsourcing history
 - Request for proposal on two different occasions
 - In both cases, the decision was to retain the fleet operation in-house
 - Current vehicle environment
 - Vendors have become unreliable
 - No vehicles available
 - Unable to order new vehicles
 - Late delivery on orders
 - Some advantages that we have
 - Can extend vehicles or move vehicles around
 - Can save ordering additional vehicles each year
 - Why does it make sense for the University to manage their own fleet?
 - Long-term perspective
 - Can spread out expensive repairs over a longer period of time

- Meet immediate needs
 - Better ability to do that than a leasing company
- Utilization
 - Moved vehicles around
- Policy compliance
 - Does your request meet university policies?
- First priority
 - Priority is to University goals and objectives
- Questions from the committee
 - Great presentation
 - Are there any plans to increase capacity of rental fleet?
 - It depends on demand
 - Pre-pandemic levels of the rental fleet was at 50 vehicles
 - Anticipate increases over time depending on supply chain
 - Accidents
 - Accident report is filled out for everything
 - Actual incidents are about 150 each year
 - Insurance impact
 - Is it an advantage to maintain a smaller fleet?
 - More exposure typically means more accidents
 - Motor vehicle fund
 - Reference to the self-insurance fund for accident claims
 - The fund includes all Regent institutions
 - Insurance rates are based on accident experience
 - Shared maintenance between CAMBUS and Fleet Services
 - Share a shop supervisor and two technicians
 - Flexibility in the maintenance of all vehicles
 - Purchasing of vehicles
 - Board of Regents institutions, Department of Administrative Services and Department of Transportation are pooled together
 - How many Tesla's on campus?
 - Just one over at NADS
 - CAMBUS
 - Would the bus system ever be autonomous?
 - Not aware of any current development
 - Demonstrations on the University of Minnesota and Eastern Michigan
 - Would still need an attendant
 - Experiencing some of the same supply issues
 - A new bus would run about 470k right now
 - Electric bus issue
 - Iowa Avenue bridge sits too low
 - Limit where the bus could travel in town
 - More limiting for Coralville Transit
 - Continue this discussion during the next meeting

Parking and Transportation Project Updates

- Presentation by Erin Shane
- Project Manager on staff in Parking and Transportation could not be here today, Greg Schmitt
- Maintain two maintenance programs each year, both on five-year cycles
 - Surface Lot Maintenance
 - Ramp Maintenance
 - Fixing what we have
- Stakeholder projects
 - Stanley Art Museum
 - Construction is almost complete
 - Front Street to fully re-open soon
 - Access to Lot 3 will be alleviated soon
 - Parking will be under the facility
 - Approximately 40 spaces with two pay stations
 - Replace Old Capitol Tunnel
 - Lane closures on Madison Street near Seamans Center
 - Impacts to Lot 3, CAMBUS and Iowa City Transit
 - Landscaping and clean-up are underway
 - Expectation is for completion in early November
 - Iowa City Asphalt Resurfacing
 - Jefferson and Clinton Streets
 - Includes ADA sidewalk improvements and sewer repairs

- Work to be fully completed this week
- Parking and Transportation Projects
 - Hospital Ramp 3 Upgrade Elevators
 - Update existing elevators and controls
 - Current control equipment was installed in 1988
 - Need to improve reliability and efficiency of elevators
 - Bring the system to current code requirements
 - Hospital Ramp 3 Upgrade to Public Spaces
 - Repaint and restore surfaces
 - Improve lobby door function
 - Install new entry and exit signs
 - Currently in-design
 - IMU Ramp Update Steam Heat System
 - Replace elevator lobby heating pipes and radiators
 - Awarded to contractor
 - Need six to eight weeks lead time for materials
 - Goal is to complete work during winter break
 - Ramp Maintenance
 - Emphasis on Hospital Ramp 3
 - Deck coatings, surface sealer, sealant replacement
 - Drainage improvements
 - Minor repairs in Hospital Ramp 1
 - Bid is expected in January or February 2022
 - Construction is expected in late May through early August
 - Surface Lot Maintenance
 - Concrete and asphalt repairs in specific lots across campus
 - Currently in design
 - Bid is expected in January or February 2022
 - Construction is expected in late May through early August
 - Institutional Roads
 - Repair MNRA Culvert
 - Slipline existing pipe
 - Regrade and reinforce inlet and outlet
 - Work expected to begin very soon
 - Will take eight (8) days to complete
 - Special Maintenance
 - Annual concrete and asphalt repairs on Institutional Roads
 - Currently in design
 - Bid is expected in January or February 2022
 - Construction is expected in late May through early August

Proposed Rate Increases for FY 2023

- Last year at this time
 - Delay any rate increase proposal to FY 2023 at the time
- Cost-savings have reduced expenses by 26%
- Revenues are not back to pre-pandemic levels
- Reduced leased permits from the City of Iowa City
- Maintenance expense savings
- Shared financials with CFO for feedback
- Remote work/hybrid work
- More parking capacity on the east side
- Added more to reserves than anticipated
- Considering all of these factors
- There will be no rate increase in FY 2023

Housekeeping Items

- Conversion to pay by plate
 - Iowa Now article came out this week
 - Majority of meter use is coming in through Passport
 - Equipment to read meter collection is not serviceable anymore
 - End of life of physical meters
 - Customer preference
 - Received some feedback
 - What if you don't have smartphones
 - Public parking facilities nearby
 - Passport app does have a website option
 - Research out there states that 85% of Americans have a smartphone
 - Trajectory flows towards cashless operations and mobile operations

- Changes will reduce some abuse of the system
- Enforcement of meters/mobile payment zones
 - Utilizing license plate recognition
 - Zones are tied to your plate
 - No refunds if you leave space early
- Loading Zones
 - Very popular
 - Look more at changes to those next year
- Proposal to UIHC
- Offers to relocate permit holders in Hospital Ramp 3 to Hospital Ramp 2
- Have to resolve the logistics of this process still
- More to come
- Hospital Ramp 3 is extremely popular
- Permit holders at times can't access the facility
- What can we do?
- First thought was a dedicated lane for permit holders
- Next meeting is December 10 at 2:30pm

Adjourn

- Motion and second to adjourn the meeting
- Meeting adjourned at 3:53pm