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
  o 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
  o Hospital Ramp 3 Upgrade to Public Spaces
    • Repaint and restore surfaces
    • Improve lobby door function
    • Install new entry and exit signs
    • Currently in-design
  o 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
  o 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
  o 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
  o 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
  o 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
  o 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
  o Iowa Now article came out this week
  o 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
  o 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
  o 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