

PARKING & TRANSPORTATION ADVISORY COMMITTEE MINUTES

November 7, 2023

Committee Members:

Karla Mongeon-Stewart, Vice President for Finance and Operations (ex-officio)
Michael Pieper, AVP for Facilities Management (ex-officio)
Jenny Duffy, Director of Auxiliary Services (ex-officio)
Kerrie Peltier, Parking Manager (ex-officio)
Skyler Strand, Student
Grant Odegard, Student
Nicole Morris, Events & Projects Coordinator (ex-officio)
Adam Matz, Criminal Justice Associate Professor
Tracy Evanson, Nursing Professor, Ph.D. Program Director
Andria Spaeth, UND EERC
Troy Noeldner, Director of Housing
Carrie Kachena, HR Generalist, Alumni Association/Foundation
Dale Bergman, City of Grand Forks Transportation Division Director (ex-officio)
Beth Valentine, Equity Compliance & Education Manager (ex-officio)
Rodney Clark, AVP Public Safety / Police Chief (ex-officio)

Meeting Schedules & Format:

It was decided to keep the meetings 1 time per month on the same rotation (1st Tuesday of the month) through May, 2024. We will keep December and January meetings on the schedule and will cancel if needed depending on the Holidays on what the Parking Consultant has for the Committee.

It was also decided to keep the meetings as Hybrid. In person as able and those who need can join via Zoom. When the Parking Consultant can attend we are encouraging as many as are able to attend in person.

Constituents Feedback:

We checked with the Committee members to see if anyone had anything from their constituents for discussion. Nothing new was brought up to the Committee.

Kimley-Horn, Parking Consultant, Document Review:

Kimley-Horn Phase 2 submission (8-page document) was provided and reviewed. It is also included as an attachment to the minutes.

- Project Understanding
- Scope of Services (7 Tasks & Deliverables)
 1. Benchmarking Against Peers
 2. Surveys & Data Collection
 - Kimley-Horn will be coming up with the survey questions
 - Will share with the Committee for feedback in case anything should be adjusted/added
 - Online & Focus Groups to include GF Community and Business Leaders
 - EV Stations will be included in the surveys but not in the initial study
 3. Parking Utilization and Allocation
 - Permit Pricing ultimately is the decision of UND Administration

4. Technology Integrations
 5. Campus Wayfinding and Signage
 6. Marketing, Education and Communication
 7. Financial Performance
- Process, Engagement & Presentations
 1. Phase 1 – Discovery
 2. Phase 2 – Strategy Development
 3. Phase 3 – Recommendations and Documentation
 - Additional Services
 - General Conditions
 1. Working with AE2S on the UND PCI (Pavement Condition Index)
 - Schedule
 - Fee and Schedule

Kimley-Horn is currently working on a timeline for the site visits. They should have it to us in the next week or 2 and will share it with the Committee.

The goal is for the consultant to complete phase 2 by the end of the Spring Semester (late April/Early May, 2024). After review of recommendations an implementation plan will be developed.