Transportation and Parking Systems 5-Year Plan

Monthly ACT Meeting
December 13, 2023
AGENDA

• Parking Allocation Process
  • Existing Process
  • Recommended Changes

• “Path to BOT” Approval

• Next Steps
  • Next ACT January 17th
Reflection

• **Goal: Inform, Educate, and Listen**
  - “Discovery Phase”
  - Launched Campus Survey and received over 4,000 responses
  - Conducted focus groups with stakeholder groups
Reflection

• **Goal: Refine and Develop Initial Recommendations**
  • Analyzed campus feedback for key themes and potential plan action items
  • Developed draft strategies based on feedback that reflect the needs and wishes of the campus
Reflection

• **Goal: Inform, Listen, and “Close the Loop”**
  - “Collaboration Phase”
  - Presented initial strategies for feedback from ACT
  - Developed funding scenarios for ACT to consider for system needs and enhancements
Reflection

• **Goal: Educate and Finalize**
  - Inform campus MOUs about recommended programmatic and funding changes to the plan
  - Finalize the plan for BOT presentation
  - Once approved by the BOT, official plan rollout

Spring 2023  | Summer 2023  | Fall 2023  | Ongoing
Parking Allocation Formula and Process Feedback

- Campus Survey

45% of people who park are unfamiliar with or do not understand the allocation process

“While I understand the criteria for making parking assignments, I believe there are gaps in the way assignments are made”

“I do not believe permits are assigned in my department in a way that makes sense…”

“There is very little transparency within the department and within the parking and transportation office about the waitlist for parking permits.”

Other Key Themes:
Wait List  Prioritization  Long Walks  Confusion  Need for Simplification  Equity  Resource Management
Current Allocation Formula

- Transportation and Parking Allocates permits to departments per formula
- Assumes number of employees represents demand
- 3-Step Process

80% of total permits available are allocated based on total number of employees in each department

20% of total permits available are allocated based on department’s total state service

Total Parking Allocated to a department
Current Allocation Formula

• Assumptions:
  • 3 departments total
  • 100 parking permits available to be allocated

<table>
<thead>
<tr>
<th>Department</th>
<th># of Employees</th>
<th>% of Employees</th>
<th>Years of Service</th>
<th>Percent of Service</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>10</td>
<td>7.41%</td>
<td>100</td>
<td>14.29%</td>
</tr>
<tr>
<td>Science</td>
<td>40</td>
<td>29.63%</td>
<td>250</td>
<td>35.71%</td>
</tr>
<tr>
<td>Medicine</td>
<td>85</td>
<td>62.36%</td>
<td>350</td>
<td>50.00%</td>
</tr>
<tr>
<td>Total</td>
<td>135</td>
<td>100%</td>
<td>700</td>
<td>100%</td>
</tr>
</tbody>
</table>
Current Allocation Formula

- Step 1: Allocate 80% of permits based on total employees
  - $100 \times (80\%) = 80$ total permits to be allocated to departments

<table>
<thead>
<tr>
<th>Department</th>
<th># of Employees</th>
<th>% of Employees</th>
<th>Parking Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>10</td>
<td>7.41%</td>
<td>$(7.41%) \times (80) = 5.928 = 6$</td>
</tr>
<tr>
<td>Science</td>
<td>40</td>
<td>29.63%</td>
<td>$(29.63%) \times (80) = 23.704 = 24$</td>
</tr>
<tr>
<td>Medicine</td>
<td>85</td>
<td>62.36%</td>
<td>$(62.36%) \times (80) = 50.368 = 50$</td>
</tr>
<tr>
<td>Total</td>
<td>135</td>
<td>100%</td>
<td>80</td>
</tr>
</tbody>
</table>
Current Allocation Formula

- Step 2: Allocate 20% of permits based on total employees
  - 100*(20%) = 20 total permits to be allocated to departments

<table>
<thead>
<tr>
<th>Department</th>
<th>Years of Service</th>
<th>% of Service</th>
<th>Parking Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>100</td>
<td>14.29%</td>
<td>(14.29%)*(20)= 2.858 = 3</td>
</tr>
<tr>
<td>Science</td>
<td>250</td>
<td>35.71%</td>
<td>(35.71%)*(20)= 7.142 = 7</td>
</tr>
<tr>
<td>Medicine</td>
<td>350</td>
<td>50.00%</td>
<td>(50.00%)*(20)= 10.00 = 10</td>
</tr>
<tr>
<td>Total</td>
<td>700</td>
<td>100%</td>
<td>20</td>
</tr>
</tbody>
</table>
Current Allocation Formula

• Step 3: Sum Step 1 and Step 2 for total allocation

<table>
<thead>
<tr>
<th>Department</th>
<th>Allocation based on employee total</th>
<th>Allocation based on state service</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>5.928</td>
<td>2.858</td>
<td>8.786 or 9</td>
</tr>
<tr>
<td>Science</td>
<td>23.704</td>
<td>7.142</td>
<td>30.864 or 31</td>
</tr>
<tr>
<td>Medicine</td>
<td>50.368</td>
<td>10.00</td>
<td>60.368 or 60</td>
</tr>
<tr>
<td>Total</td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
</tbody>
</table>

Number of employees no longer equates to demand as it did when the formula was created
Future Allocation Formula

• Employee headcounts based on the MOU employee’s schedules and those who will park regularly – Full-Time Equivalent Parkers “FTEP” determined by:
  • Work Location (on or off campus locations)
  • Days of the week reporting
  • Hours of the day reporting

Bi-annual assessment of MOUs Parking FTEP counts + 100% of total permits available are allocated based on department’s FTEP employee count = MOU Parking Allotment

Benefits
• Equitable distribution of parking resources based on real parking demand
• Stabilizes resource availability for MOUs
Current Permit Allocation & Criteria Process

Total Permits

University Allocation Process

MOU 1
- Department 1A
- Department 1B

MOU 2
- Department 2A
- Department 2B

MOU 1 Allocation Criteria
- Department 2A Allocation Criteria
- Department 2B Allocation Criteria
Current Permit Allocation Process

Transportation and Parking allocates permits between
- 18 consolidated MOUs
- 153 Departments within 13 MOUs
- MOUs vary in number of departments and employees they oversee

<table>
<thead>
<tr>
<th>MOU</th>
<th># of Departments</th>
<th># of Employees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical School</td>
<td>65</td>
<td>4,541</td>
</tr>
<tr>
<td>UNC Hospitals</td>
<td>1</td>
<td>10,695</td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>56</td>
<td>1,527</td>
</tr>
</tbody>
</table>

Consolidated MOUs have flexibility to allocate permits as units shrink and expand with little impact to overall employee assignments.

Smaller departments within an MOU do not have this same flexibility.

Existing system creates arbitrary discrepancies in consistency, flexibility, and resource management.
Current Allocation Process

• MOU’s that are consolidated have one criteria for issuance
• MOU’s that are not consolidated - each department handles allocation differently
• Allocation methods include longevity of state service, department seniority, department role, full time status, on/off-campus responsibilities

<table>
<thead>
<tr>
<th>MOU</th>
<th>Department</th>
<th>Primary Allocation Policy</th>
<th>Secondary Allocation Policy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Sciences</td>
<td>Asian Studies</td>
<td>Total state service</td>
<td>Extenuating circumstances</td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>Biology</td>
<td>Department seniority</td>
<td>Faculty – teaching commitments</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Staff – total state service</td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>Communication Studies</td>
<td>Hours worked per week</td>
<td>Medical need, safety working at night</td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>Women’s Studies</td>
<td>Proportional between number of faculty and staff</td>
<td>Department seniority</td>
</tr>
</tbody>
</table>
Case Study: UNC School of Medicine

• Formed a larger MOU during the 2021-2022 school year

• SOM Parking Assignment Priorities
  • Leadership role
  • Faculty by Total State Service (TSSD)
  • Staff by TSSD

• SOM Parking Program Administrator is the main point of contact
  • Manages allocation and works closely with T&P and SOM

• Proximate parking offered based on allocation availability

• Consolidated 65 departments to 1 MOU with consistent allocation criteria for all 4,541 employees
Future Allocation Process

Recommendation

- Consolidate department allocations into the larger MOU
  - Currently 18 MOU’s already allocating parking at MOU level (18,226 permanent employees)
  - 153 departments consolidated into 13 MOUs (4,890 employees)
  - Case Study: School of Medicine (consolidated 65 Departments into 1 MOU)

- Discontinue University waitlist (permits do not renew annually)
  - Allocate all available parking to MOUs for assignment
  - Allow waitlist within MOU for permanent upgrade of parking
  - Allow MOUs the ability to assign and cancel parking permits in real time directly in the parking system (technology improvement)

Benefits:

- Equitable and consistent assignment criteria
  - Clearly defined assignment criteria
  - Reduced movement of users once assigned a parking permit
  - Waitlist opportunity that provides a permanent upgrade

- Simplify allocation process
  - Standardize distribution methodology across MOUs
  - Minimize annual changes to assignments
  - Allows MOU representative to see and update parking assignments in real time
Student Allocation Process

• Student representatives determine the number of permits available to each class for the undergraduate/graduate lottery process
  • First year undergraduate are not eligible for campus parking per the Ordinance
  • Remaining students register for permits based on class and residential/commuter status
  • Following the lottery process, any remaining permits in S11 (student commuters) or RR (student residents) will be made available through Online Services
  • Some nuance in student representation and allocation processes between undergraduate, law, business, and medical school affiliation. Processes determined by school and student representatives.
• [https://move.unc.edu/parking/student-parking/academic-year-parking/](https://move.unc.edu/parking/student-parking/academic-year-parking/)
Hardship Allocation Process

• Student-managed process: Student Joint Code of Government – Chapter 5

• Students must demonstrate qualifying circumstances where commuting demands cannot otherwise be met through lottery registration or other available commuting options
  • Students must first apply to standard student lottery and explore all transportation options
  • Students must then collect detailed documentation
Medical Mobility Accommodations

• Application process through T&P Accommodations Committee (TPAC)
• TPAC reviews applications for mobility and student non-mobility accommodations and provides transportation solutions based on mobility limitations or commuting medical access needs.
  • Temporary (shorter than six months) needs do not require committee approval
  • Extensions to temporary accommodations require committee approval
• https://move.unc.edu/parking/accessibility/medical-mobility-accommodation/
Current Allocation Process

Questions & Answers
Path to Board of Trustees Approval

- January:
  - Present initial recommendations to ESG
  - MOU Outreach
  - Additional ACT Group Outreach

- February:
  - Draft Ordinance Changes
  - Finalize Recommendations with ESG

- March:
  - BOT Presentation
Outreach

- Winter Outreach
  - T&P outreach with MOUs to educate faculty/staff and employees on recommended changes to the plan
  - Student Engagement
  - Separate Roll Out Engagement Plan to be developed
  - Implemented after BOT approval/Plan finalization
The 5-Year Plan Process Timeline

Launch 5-Year Plan
- ACT meetings – collaborative campus-wide participation in Plan development
- Exec. Sponsor Group meetings – campus leadership review of work

Feb. 2023

Data Collection & System Evaluation
Gather and synthesize existing data, update and establish guiding principles, evaluate system performance

Feb. – June 2023

Outreach
Engage the University community through focus groups, town halls; work directly with campus representatives that participate in ACT for a campus-wide perspective

Jan. 2023 – May 2024

Recommendations
Develop short- and long-term objectives and strategies and identify Key Performance indicators

Sep. – Nov. 2023

Financial Plan
Develop a financial plan and fee structure strategy to support system for the 5-year period

Feb. – Nov. 2023

Update Ordinance
Update changes in fees and policies

Apr. 2024

Approval & Adoption
Presentation to BOT for Ordinance approval

May 2024
Next Steps

• MOU Outreach
• Executive Sponsor Group Meeting – January
• Preparation for BOT Approval
• Next ACT Meeting: January 17th
  • 1 hour Meeting; Virtual