



THE UNIVERSITY  
*of* NORTH CAROLINA  
*at* CHAPEL HILL

# Transportation and Parking Systems 5-Year Plan

Monthly ACT Meeting  
December 13, 2023

**Kimley»»Horn**



FINAL REPORT

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL  
**Transportation & Parking Five-Year Plan**

PREPARED FOR:



THE UNIVERSITY  
*of* NORTH CAROLINA  
*at* CHAPEL HILL

PREPARED BY:

**Kimley»»Horn**

MAY 2017

# 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 roll out



# 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





# Current Allocation Formula

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

| Department | # of Employees | % of Employees | Years of Service | Percent of Service |
|------------|----------------|----------------|------------------|--------------------|
| English    | 10             | 7.41%          | 100              | 14.29%             |
| Science    | 40             | 29.63%         | 250              | 35.71%             |
| Medicine   | 85             | 62.36%         | 350              | 50.00%             |
| Total      | <b>135</b>     | <b>100%</b>    | <b>700</b>       | <b>100%</b>        |

# Current Allocation Formula

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

| Department | # of Employees | % of Employees | Parking Allocation           |
|------------|----------------|----------------|------------------------------|
| English    | 10             | 7.41%          | $(7.41%)*(80)= 5.928 = 6$    |
| Science    | 40             | 29.63%         | $(29.63%)*(80)= 23.704 = 24$ |
| Medicine   | 85             | 62.36%         | $(62.36%)*(80)= 50.368 = 50$ |
| Total      | 135            | 100%           | 80                           |

# Current Allocation Formula

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

| Department | Years of Service | % of Service | Parking Allocation          |
|------------|------------------|--------------|-----------------------------|
| English    | 100              | 14.29%       | $(14.29%)*(20)= 2.858 = 3$  |
| Science    | 250              | 35.71%       | $(35.71%)*(20)= 7.142 = 7$  |
| Medicine   | 350              | 50.00%       | $(50.00%)*(20)= 10.00 = 10$ |
| Total      | 700              | 100%         | <b>20</b>                   |

# Current Allocation Formula

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

| Department | Allocation based on employee total | Allocation based on state service | TOTAL               |
|------------|------------------------------------|-----------------------------------|---------------------|
| English    | 5.928                              | 2.858                             | <b>8.786 or 9</b>   |
| Science    | 23.704                             | 7.142                             | <b>30.864 or 31</b> |
| Medicine   | 50.368                             | 10.00                             | <b>60.368 or 60</b> |
| Total      | <b>80</b>                          | <b>20</b>                         | <b>100</b>          |

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

# Future Allocation Formula

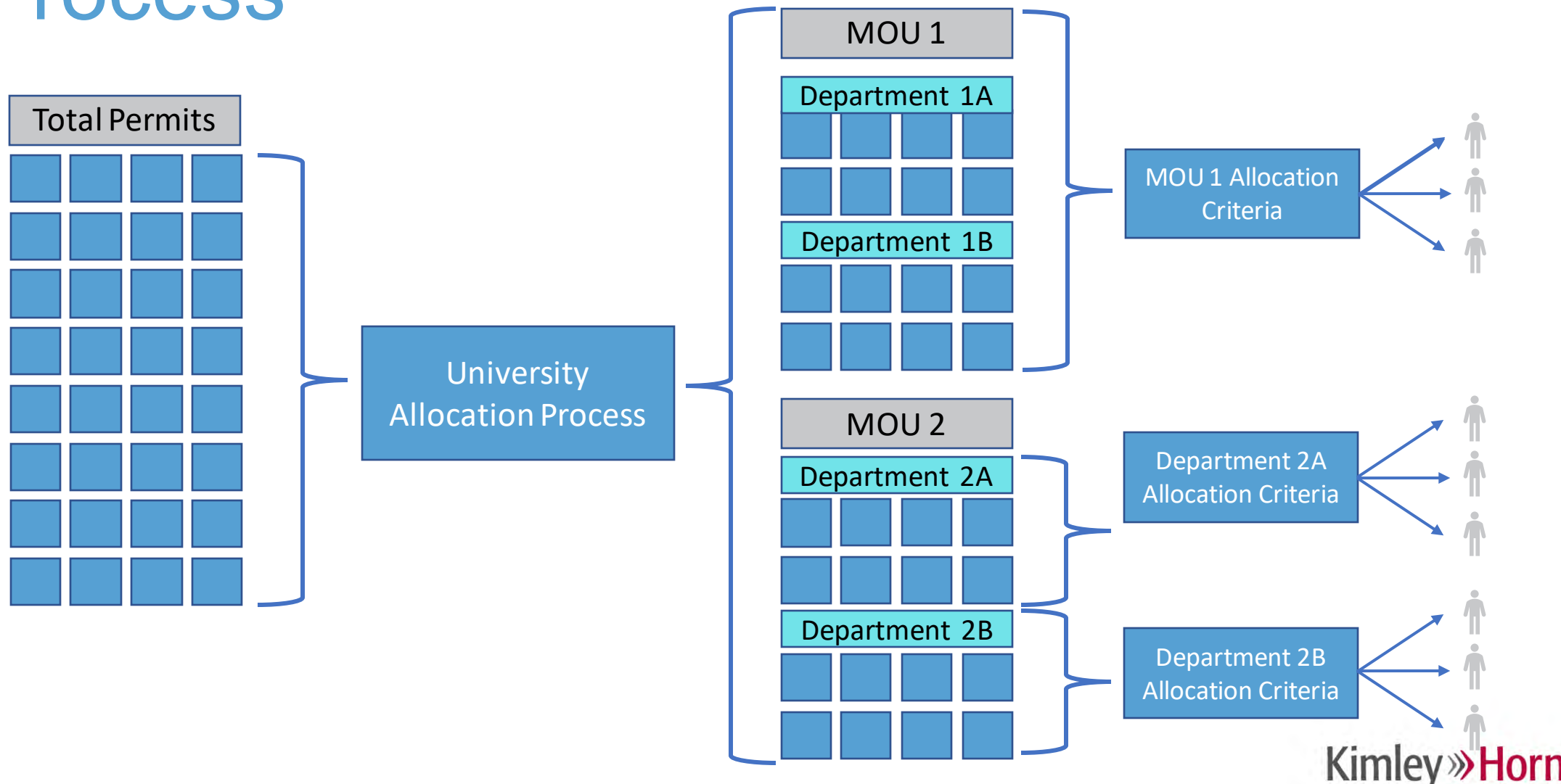
- Employee headcounts based on the MOU employee's schedules and those who will park regularly – Full-Time Equivalent Parkers “FTEP” determined by:
  - Work Location (on or off campus locations)
  - Days of the week reporting
  - Hours of the day reporting



## Benefits

- Equitable distribution of parking resources based on real parking demand
- Stabilizes resource availability for MOUs

# Current Permit Allocation & Criteria Process



# 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

| MOU             | # of Departments | # of Employees |
|-----------------|------------------|----------------|
| Medical School  | 65               | 4,541          |
| UNC Hospitals   | 1                | 10,695         |
| Arts & Sciences | 56               | 1,527          |



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

| MOU             | Department            | Primary Allocation Policy                        | Secondary Allocation Policy                                   |
|-----------------|-----------------------|--|---|
| Arts & Sciences | Asian Studies         | Total state service                              | Extenuating circumstances                                     |
| Arts & Sciences | Biology               | Department seniority                             | Faculty – teaching commitments<br>Staff – total state service |
| Arts & Sciences | Communication Studies | Hours worked per week                            | Medical need, safety working at night                         |
| Arts & Sciences | Women's Studies       | Proportional between number of faculty and staff | Department seniority  |



# 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/>

# 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

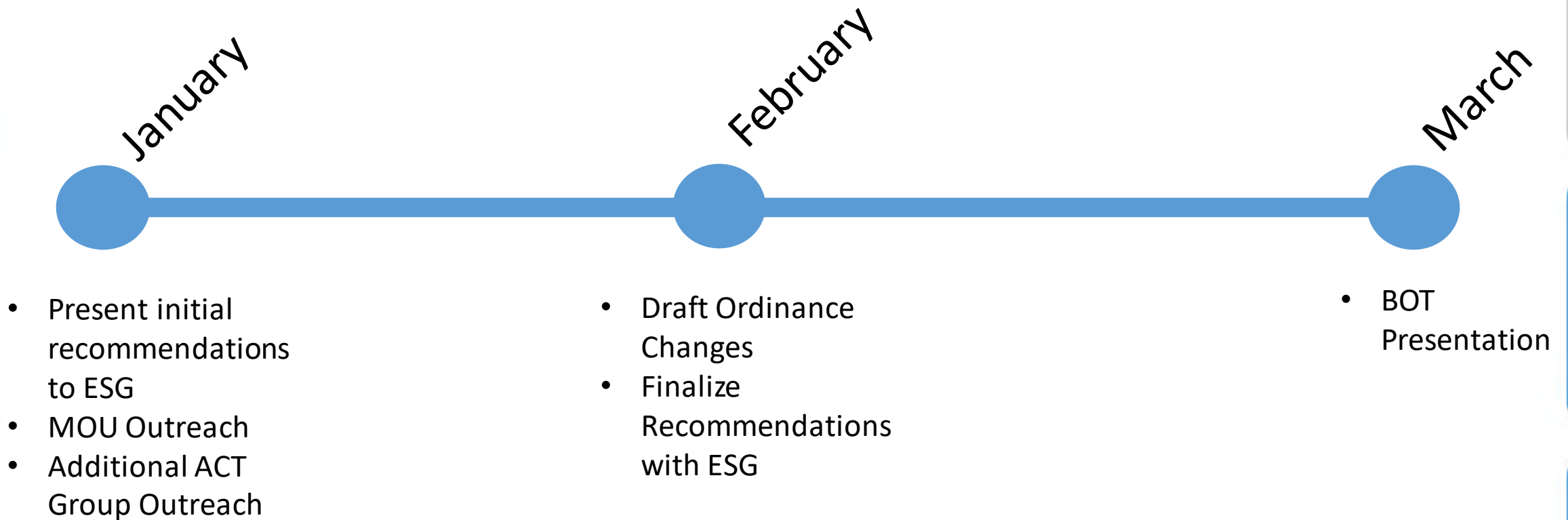
# Medical Mobility Accommodations

- 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

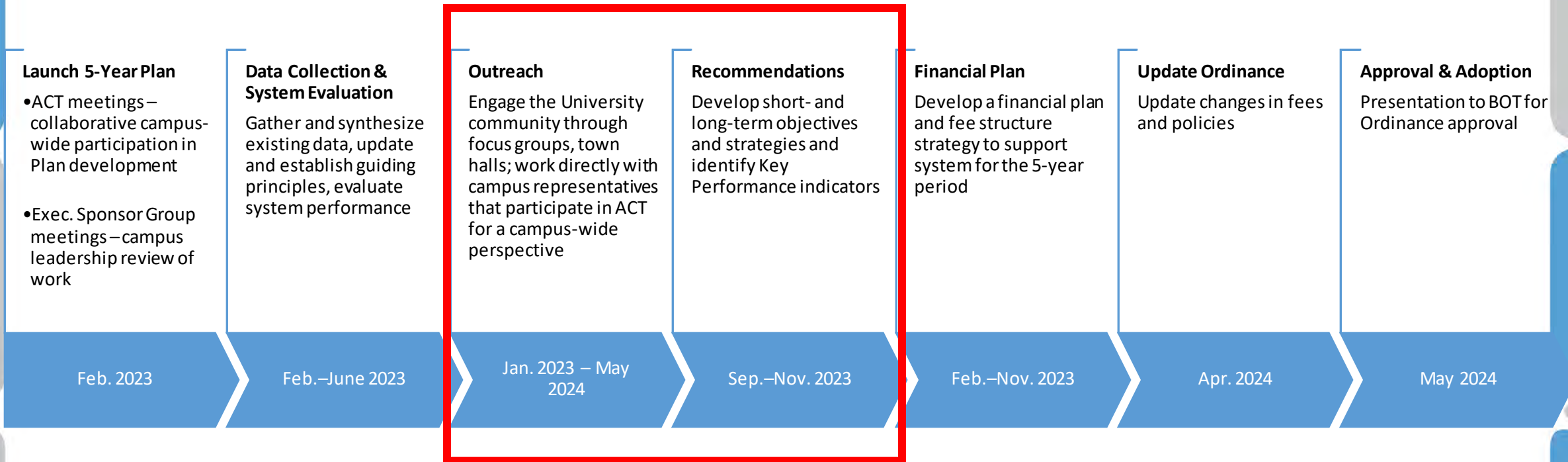


# Outreach

- 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



# Next Steps

- MOU Outreach
- Executive Sponsor Group Meeting – January
- Preparation for BOT Approval
- Next ACT Meeting: January 17<sup>th</sup>
  - **1 hour Meeting; Virtual**