**Staff Senate General Meeting Minutes**

**2/12/19**

**10:00 a.m.**

**Marshall Center Chamber Room**

**Guest Speaker – Marie Bowen, Assistant Director, Parking and Transportation**

* Financially self-sustaining – no state funding.
* Responsible for four garages, 93 surface lots, the Campus Information Center, and USF Bull Runner Transit.
* Breakdown of revenue
* Permit Sales – 68%
* Transportation Access Fee – 23%
* Citations – 7%
* Other (events/charters) – 3%
* Expenditures
* Salaries – 41%
* Operating Expenses – 30%
* Debt Service – 23%
* Reserve – 6%
* No parking rate increases since 2014-2015.
* Employee permit options
* Staff “E” permit
* Gold Zone “GZ” permit
* Reserved space permit
* Park N Rid “Y” permit
* Departmental permit options
* Daily parking permits – can get ten free per fiscal year.
* VIP Daily parking permits
* Departmental two-hour permit – one per fiscal year for free.
* Departmental reserved space
* Event parking
* Alternative Transportation
* Bull Runner (six routes seven days per week)
* HART UPASS – employees pay $0.50 per rid.
* Share-A-Bull bikes
* Enterprise CarShare Program.
* Recent Improvements
* Visitors and guests can purchase daily parking passes online.
* Full-time OPS employees can purchase parking permits via payroll deduction.
* ParkMobile – mobile payment solution expanded to include more than 80% of visitor parking areas on campus.
* Coin Meters – replaced with solar powered credit card only meters.
* Event parking requests online.
* Pay Station coupon codes available for event parking.
* Garage Restoration Projects – Laurel Drive Garage.
* LED lighting in garages and parking lots.
* Additional electric vehicle charging stations installed around campus.
* Charter requests available online.
* Two new buses added to the Bull Runner fleet.
* Looking ahead
* Preventative maintenance and restoration on existing garages.
* Install smart parking guidance system.
* Purchase new buses.
* Leverage new technology to enhance client experience.
* CUTR to conduct a transportation study and complete a five year and a ten-year plan.
* Outside consulting company to conduct a comprehensive parking study and to complete a five to ten-year strategic plan.

**President – S. Howle**

* QQA Event Location
* Ballroom not available on the current date. Would have to change the date. Cost is $200. S. Howle to check on other dates. Have a room in the Alumni Center booked based on recipients.

**Vice President – M. Washington**

* Use a photographer with props at the QQA event. A motion was made by M. Washington to use a photographer if it is $300 or less for the event. W. Jennings seconded the motion. The motion was unanimously approved.
* Need to get the awards for the winners for the QQA event. Will discuss at the next meeting.
* Minutes were completed for January 2019. Will email them for a vote.

**Secretary – W. Jennings**

* Nothing to report.

**Treasurer – T. Wilds**

* Need more supplies for the monthly QQA Awards.
* E&G – $2,535.09
* Carry Forward - $7,758.00
* Concession Funds - $701.91
* Gift-in-Kind - $1,250.00
* Dollars for Staff Scholars - $3,471.56

**Sergeant at Arms – B. Waiz**

* Trying to get the list from HR for recruiting for the Senate.
* Send out the notice for Dollars for Staff Scholars on 2/18/19. Nomination period will be 2/18/19 – 3/1/19.

**Committee Reports**

* University Wide – E. Curry
* Need to fill in November speaker. Otherwise, all slots have been filled.
* Use EDU 219 for the 6/11/19 and 8/13/19 meetings.
* E. Curry will see if they have something in Athletics for the August meeting.
* W. Jennings will check on the Dean’s Boardroom in the Muma College of Business for the April 9th meeting.

With no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Wendy S. Jennings, Secretary