

**The University of Nebraska at Lincoln
Parking Advisory Committee Minutes
625 Stadium Drive
December 10, 2025**

Present: Sarah Smith (UNOPA), Rich Leiter (Fac. Senate), Stacy Asher (Faculty Senate), Joan Kunzman (Staff Senate).

Absent: Nessa Rutherford (RHA), Misha Jalali-Naeini (ASUN), Jess Phelps (GSA), Matthew Boring (Staff Senate).

Also Present: Dan Carpenter (Director – Parking & Transit), Lori Bennett Baumli (Assistant Director – Parking and Transit), Anne Barnes (VC for B&F).

The meeting agenda is attached to and is a part of these minutes.

I. Dan Carpenter started the meeting to order at 9:10 AM.

There were 4 members present, which did constitute a quorum. The meeting was held entirely via Microsoft Teams.

II. Election of Chair of PAC

This has been tabled until the January meeting as there were no nominated individuals.

III. Approval of Minutes

Rich Leiter motioned to approve the November 2025 minutes, seconded by Sarah Smith, and the decision was unanimous.

III. PAC review of due process appeals regarding decisions made by the Parking Appeals Committee. Motions to deny or reorder another hearing by the Parking Appeals Committee.

There were no appeals for review by PAC.

IV. PAC Business

A. Director's Report

Budget Summary:

The current FY26 year-to-date shows overall expenses are flat with a slight increase of \$11K. There is a 6% decrease, or \$38K, in personnel expenses: some student workers have left their positions; there was a reclassification in an office service position to manager profession; office service decreased \$22K due to a staff turnover; and benefits increased by \$7K. Operating expenses show an increase of 2%, or \$21K. The timing of expenses is not the

same as FY25 for some billing. Parking management increased by \$148K as it is being billed in December, but this will be adjusted to match the fiscal year in the future. Insurance was billed in Sept FY25 but has not yet been billed for FY26, and the special events hardware has been billed earlier FY26, although it was billed in Jan FY25. Bank charges decreased \$13K as more students chose consolidated billing (MyRED) for their payments as compared to FY25. Landscape and BSM billing decreased \$17K. Printing and permit costs decreased \$18K due to the transition to virtual permits. Special Events charters have decreased due to the Friday night game FY25 that did not occur in FY26. Contracted services, the buses for StarTran, increased by 3%, or \$28K. Debt service and debt coverage ratio are both flat.

Total revenue FY26 remains flat with a slight decrease of \$11K. Permit sales increased by 2%, but permit revenue decreased by 3% or \$179K; this is due to an increase in students using two installment consolidated billing, which delays payments as the second half of these payments will not be billed until Jan 2026. Consolidated bill usage increased 37%, or \$617K, from FY25. Daily deposits decreased 29% or \$10K. There was a property lease for the Delta Upsilon which has been billed for FY26 but has not yet been paid. Payroll deduction has increased by 2% and credit card payment decreased 30% or \$750K. Deferred revenue, which is for permits preordered during FY25 but is not active until FY26, decreased 6%. The funds for 50/50 permits increased \$25K as more of these permits were paid for at the time of purchase. Citation revenue shows an increase of 15% or \$39K; most of this is due to the fee increase in specific citations. With 3% fewer citations issued through November, this amount will decrease. Special Events revenue increased 8%, or \$71K. Meter revenue shows an increase of 23% or \$27K, and garage hourly revenue increased 30%; there were more transactions and there was an increase in fees for hourly parking effective 7/1/25. Miscellaneous revenue has decreased 1%; this includes the ground lease for the 50/50 building and less advertising. UPFF, the student transit fee, has increased 2% or \$12K.

Permits Issued Summary:

Year-to-date permit sales increased by 2% or 250 permits for FY26. Faculty/staff permits decreased by 1%. This is a decrease in non-reserved permits, however, there was growth in reserved, garage and vendor permits. Student permits increased by 3%, with more in garages and non-reserved lots, but reserved permits for commuter students were flat. Perimeter permits show a decrease of 11%.

Citations Issued Summary:

Citations issued YTD through November FY26 decreased by 3% due to loss of student hourly workers. Most of the citations issued, approximately 90%, issued fall into three categories: no valid permit (parked on campus in a permit-required area without purchasing a parking permit), parking in an unauthorized area (have a permit but not parked in the correct location), and

expired meter. The citations for parking in an unauthorized area decreased by 7%, while no valid permit citations and expired meter citations were flat. All other remaining violations decreased 12%. Most of these citations are related to improper parking, which is not displaying the license plate for enforcement to be read; failure to register a vehicle to a permit; parking in a handicap stall violation; or misuse of permit, where people have multiple vehicles on campus for one parking permit. Voids and warnings issued through November 2025 represented 38% of all citations, consistent with 38% in FY25.

UPFF presentation:

The Committee for Fee Allocations (student fees) fall presentation was 12/2/25 at 5PM to provide an overview of the bus service and compared the last three years on how many people are using the Token Transit app to ride the city buses. The committee was notified that PTS is in the process of negotiating a new contract with StarTran; we are in the last term of the current two-year agreement. Bus service was bid out in the spring, and using a private vendor would be an additional \$250-500K over StarTran's cost, so right now StarTran is the lowest cost option for a reasonable bus service. The final details will be provided to Student Life, which is in charge of the student fees program, later in December for a budget decision with the expectation of an inflationary increase.

V. Other Member Business

Occasion Use exchange policy:

The Occasional Use permits, considered a temporary permit, typically do not have an exchange or refund policy. Some people who don't use them before they expire want to have a refund after the permits have expired. These permits have a four-year length of use; current OA packs expire 12/31/28. Bennett-Baumli reported PTS stops selling these permits six months prior to the expiration of the packet—a pack that expires on 12/31/24 would not be sold after 7/1/24. The question posed is should there be allowances for a longer period of time for returns of unused, unopened packet? In April 2025, there was a complaint that someone claimed they purchased a pack in September 2024 when the pack expired in December 2024. The complainant was only able to use four of the ten and wanted the department to be responsible for the loss of the unused permit. PTS wants to be fair and address a reasonable exchange policy for these permits. Leiter said offering a refund seemed reasonable.

The customer came into the PTS office to return the partial, opened packet of permits and was denied a refund as it was not an unopened, unused pack of ten permits, then lodged a complaint with the Staff Senate. Smith reported that the complainant had actually purchased the OA pack much earlier in the year, not in September as they claimed. Smith also said that the individual was told by Staff Senate to discuss the issue with PTS again before escalating the issue to PAC, which the individual has not done. Carpenter communicated that the

original purpose of these permits in 2008 was to provide a flexible parking program, but now that permits can be purchased online and PTS has eliminated the need for a physical permit with the use of LPR, they may not be needed anymore. The new management system may have the capability to do these virtually at a later date, but it is not currently available. Carpenter's supervisor wants these to only be available for only one year, not four years, and that Anne Barnes, NU Senior VP and CFO, is hesitant to have an open refund policy on unused permits.

The price on the OA packs has not been adjusted since its implementation in 2008; the original cost difference was \$1 per permit (\$40 for the pack instead of paying \$50 for ten individual days) as opposed to the current difference of \$3 per permit (\$40 for the pack instead of \$70 for ten individual days). Kunzman said that a year's turnaround might be better for departments that use these for unexpected visitors. Bennett-Baumli reported most departments have a quicker turnaround on these permits, and there are fewer issues with departments than with individuals. Smith questioned how many employees are still on a hybrid schedule that would make these permits cost-effective. Bennett-Baumli received an outdated report from Ben Lenander showing there are still a lot of employees working a hybrid schedule, however, that would include employees who only work from home one day a week, in which case a full permit is more cost-effective than purchasing OA packets.

Leiter said from the perspective of the customer, it is annoying not to receive a refund for money out of personal funds, and that \$30 is a meaningful amount. Carpenter offered the solution of correcting the price of these permits to avoid abuse of a refund policy. Leiter said this might be the best option if this type of situation is happening frequently and noted that this is one employee out of thousands. Carpenter's question is what is a reasonable time period to use a ten-pack of permit; the customer is purchasing these at their discretion, so should the burden of them using the permit be placed on the NU System? Smith allowed access to her parking account as a case study as she uses the OA packs, as she does not purchase a full permit and uses the bus or OA packs. Currently, she has five sets that are considered "active" as they have not expired, but Smith has used three of the five packs already. Due to time, the issue was tabled until January.

Additional Business:

Bennett-Baumli will be sending out Google Polls for meeting dates & times for next semester. She also informed Asher that from last month's meeting that the Operations Director reviewed the signage on the meters on East campus, and none appeared to be faded or needed replacement, however, he is still going through all the lots on campus to check the meters.

VI. Meeting adjourned at 10:02 AM.

XC: Chris Walsh

AGENDA

Parking Advisory Committee (PAC)
December 10, 2025 9:00AM-10:00AM
Teams invitation sent

- I. Call to order. Roll call.
 - II. Elect Chair and Student Vice Chair
 - III. Approval or correction of 2025 November PAC Meeting Minutes
 - IV. PAC review of appeals of decisions made by the Parking Appeals Committee. Motions to deny or reorder another hearing by the Parking Appeals Committee
 - a. None
 - V. Director's Report
 - i. Review of Budget
 - ii. Permit and Citation information
 - VI. Other Member Business
 - i. Exchange policy regarding occasional use packets
 - VII. Adjourn
- XC: Chris Walsh