1. **Welcome and Introductions (May)**

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Position</th>
<th>University Role</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Clement</td>
<td>VPFA - Chair</td>
<td>Paul Dean – UNH Police</td>
</tr>
<tr>
<td>Devon Guyer</td>
<td>undergrad rep (SP Structure)</td>
<td>Curt Kenoyer – UNH Commuter Student Coordinator</td>
</tr>
<tr>
<td>Nick Crosby</td>
<td>alternate</td>
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<tr>
<td>Dominic Payne</td>
<td>Graduate student Senate</td>
<td>Thomas Kelly – Sustainability</td>
</tr>
<tr>
<td>Ethan McClanahan</td>
<td>undergrad rep (SB Pres)</td>
<td>David May – AVP Business Affairs</td>
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<tr>
<td>Ed Hinsen – Faculty (CEPS)</td>
<td>X</td>
<td>Dirk Timmons – Director, Transportation Services</td>
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<tr>
<td>Kate Zambon – Faculty (Communication)</td>
<td>X</td>
<td>Stephen Pesce – Campus Planning</td>
</tr>
<tr>
<td>Joe Jillette – OS</td>
<td>X</td>
<td>Bruce Azotea – UNH Manchester</td>
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<tr>
<td>Jean Spear – PAT</td>
<td>X</td>
<td>Todd Selig – Town of Durham</td>
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<tr>
<td>Douglas Bencks – Campus Architect</td>
<td>X</td>
<td>Michael Behrendt – Town of Durham Planning Director</td>
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<tr>
<td>Paul Chaloux – Grounds &amp; Events</td>
<td>X</td>
<td>Dave Kurz – Town of Durham Police Chief</td>
</tr>
</tbody>
</table>

2. **April 2019 Project Update - Questions (Pesci and Timmons) – 10 mins**

Pesci highlighted summaries of the 4/1 Community Bike share meeting; the upcoming Campus Planning/Planning Student Organization pedestrian/bike safety campaigns and the status of the South Drive Link projects. See/download April 2019 Project Updates document on TPC website.

3. **TPC 15 Council and Cabinet Presentation (Pesci) – 15 mins**

   a. **President Dean Response** - President Dean has read and approved the TPC 15 document. He has requested that Campus Planning/UTS staff join him in a leadership meeting on the document and related campus issues in June. We will begin a rollout of the document. Members were provided with paper copy of final formatted version of the document. The TPC website will be updated in May to highlight the document. TPC Members are encourage to update constituents and provide them with the document link! Thanks for the 14 months of work on this important document which forms the policy basis for our efforts.

   b. **Council/Cabinet/Faculty and Student Senate rollout** Dirk and Steve are now scheduling the roadshow for the document. Typically this will involve 15-30 minute presentation followed by questions. Graduate Student Senate and OS Council are scheduled. We will reach out to all entities over the next five months.

4. **Student Senate Parking Inquiries (Timmons) - 15 mins (Timmons)**

   a. **AY 2019-20 Fee/Policy Adjustment (Emeritus)**

      Based on feedback from the Faculty Senate, UTS will maintain the courtesy of Emeritus permits being valid for free parking at meters/paystation spaces for the coming academic year in order to collect actual usage data and discuss further. (the adopted February 2019 schedule of fee/permit changes ended that courtesy effective 6/30/19)

   b. **Responses to Student Senate resolution (attached)** Timmons discussed the April 18th reply provided to Student Senate by UTS as well as communications that he and his Director have had with Senate leadership following the March resolution. Dirk focused on the additional training protocols that his enforcement staff have been following; as well as an offer to establish an Appeal Committee to meet annually. Students would be offered the chance to
help formulate/review guidelines for accepting/denying appeals. *The resolution and UTS reply are attached to these notes.*

5. **Bike Share – Community Discussion Review** – 10 mins (Pesci)
   a. **Summary** – Summary notes of the meeting are available. Synopsis was that the evening was a very productive community conversation about needs, concerns and bike culture issues in Durham.
   b. **Follow up tasks** – Pesci noted that there were four general follow-ups to be continued from the meeting:
      i. Campus Planning and the Town will develop a brief on-line survey regarding issues discussed at the meeting including perceived need of bike and micromobility sharing in Durham
      ii. UNH staff will revisit potential space opportunities for bike storage/bike center
      iii. UNH will continue to track bike/micromobility systems at comparator institutions
      iv. UNH & Durham Traffic Safety Committees will move forward on establishing interim rules/ordinances regarding bike share and micromobility systems in Durham.

6. **Traffic Safety Report** – Ped/Bike Outreach Accident Reporting - 10 min (Pesci)
   Campus Planning Intern Jade Long has been working on a UROC project that will establish a protocol for UNH and Durham Police report ped-bike accident reports to be summarized and mapped on an annual basis. Planning staff and interns will facilitate this moving forward

   The Planning Student Organization has been working on two bike ped safety outreach programs. Pilots of both will be demonstrated in the next few weeks:
   1) **Know Your Place/Space** campaign – targeted social media, OrcaTV and streetscape messaging to encourage safe bike/ped behavior
   2) Sidewalk messaging – spray chalk messaging in advance of crosswalks to encourage people to look up for safety
   
   This effort stems from the frequent comments staff hear to encourage safe behavior in our streetscapes. A two page summary of these efforts was distributed (attached)

7. **2019-2020 Academic Year Meeting Dates and Appointments** - 5 min (Pesci)
   Pesci will reach out to appointing authorities in August for confirmation of membership for next academic year. Thanks for a very productive year!

8. **Other Business/Member Discussion** – No issues raised

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**2019-2020 Academic Year Meetings:**

*Thursdays, 12:30-2:00pm, Thompson Hall BOT*

**September 19th**  **November 14th**  **February 13th**  **April 16th**

*member appointment forms will be sent in August*
Meeting agenda, notes and documents can be found on the TPC website:
www.unh.edu/transportation/transportation-policy-committee

Two Articles for casual reading:
Peak Car?

A little about BYD and Electric Vehicle Scale:
Student Senate of the University of New Hampshire  
Eighteenth Meeting of the Fortieth Session

Senior Financial Advisor Allison MacPhee (for herself, Student Senator Kelsey Crowley, USNH Student Trustee Christian Merheb, Judicial Affairs Chair Alex Work, and UNH Community Member José Calvo) submitted the following resolution for the consideration of the Student Senate:

Resolution  
R.40.20 – ON PARKING REFORM  
3RD OF MARCH 2019

WHEREAS, an online petition on Change.org concerning the parking situation at UNH has garnered over 1,400 signatures from students, alumni, and community members, [1] and

WHEREAS, this petition asserts that students are improperly receiving parking tickets, and

WHEREAS, this petition asserts that some students receive parking tickets while in classes that are longer than the maximum parking duration, and

WHEREAS, expired meters are the most common penalty to students [2], and

WHEREAS, in the 2016 academic year, only 30% of appeals were accepted – 40% of such cases were reduced [2], and

WHEREAS, there is not a student participant in the appeals process to allow for representation and communication of student’s concerns and input, and

Whereas, there is a lack of communication to some students about the process to appeal parking tickets that they feel are improper, and

WHEREAS, students have consistently expressed concern about the parking situation at UNH in public forums and on the Student Senate website, an

WHEREAS, a Change.org petition in 2017 urged the Administration to reverse the parking changes made during the summer of 2017 for major visitor-Lots due to the detriment it can have on the University and extracurricular experiences of commuter students [3], and

WHEREAS, the Administration did not reverse its policy change despite the petition receiving 5,441 signatures from students, alumni, and concerned community members,

Therefore be it resolved by the Student Senate of the University of New Hampshire

To commend UNH Transportation services’ efforts to increase training for ticketing staff, and be it further resolved
To urge the Administration to explore potential reductions in the paid parking hours at the Campus Crossing lot and Edgewood Road visitors' lot, and be it further resolved

To urge UNH Transportation services to compile a comprehensive list outlining every parking area at UNH and the associated parking rules and regulations in an effort to be more transparent with students, and be it further resolved

To urge the increase in the maximum number of hours in "Pay & Display" areas to up to 4 hours, and be it further resolved

To urge the implementation of a Student Senate representative in the parking appeals process, and be it further resolved

To request that UNH Transportation Services submit the parking appeals records from the past two academic years to the Student Senate, in accordance with the Student Senate Constitution, to be reviewed and audited by the Campus Structure Council of the Student Senate.

1 - https://www.change.org/p/toeyadherrai-gmail-com-unh-unjust-parking-tickets
3 - https://www.change.org/p/mark-w-huddleston-stop-unh-parking-enforcement-policy-change

Adopted on the 3rd of March 2019

Nicholas R. LaCourse
Speaker, Student Senate
University of New Hampshire
General Principles

- The Transportation Policy Committee (TPC) is the Committee established to review and act on community transportation suggestions — including Senate Resolutions.

- Policy decisions are made by the Committee in the context of overall system costs, benefits, capacity, the Campus Master Plan, environmental commitments and thoughtful balancing of the needs of all our community members (students, faculty, staff, visitors and impacts on the Town of Durham). The Committee strives to balance institutional necessity with individual convenience.

- UNH is fundamentally a walking campus. It is reasonable to expect that all of us walk and use our transit system to access and move around campus effectively and reach our final destinations.

- Most students at UNH never get a ticket. Evenings and weekends offer numerous free parking opportunities.

- Undergraduate student representation at TPC meetings has been 50% this academic year. Active TPC participation is the most effective vector for student effect on UNH transportation policies.

- The TPC has approved and published its 15-year review and recommendations developed over the past year and unanimously passed by the Committee in February. President Dean has supported the final recommendations. Our discussions will be based upon the policy principles in that document.

- The TPC and UTS is the rash of fraudulent permits. We look forward to talking about this in the context of negative impacts this misuse of permits has on legitimate permit holders (including commuter students)

- Students should consider car storage/use/costs prior to making housing decisions. The University has no obligation to accommodate storage of off-campus vehicles other than those used for legitimate commuting purposes.

Additionally, we need to stress that enforcement remedies are designed to ensure equitable and consistent standards. The recent online petition was seemingly motivated by legitimate enforcement of overnight parking rules. Violators were infringing on legitimate student access in commuter lots. Enforcement revealed many of those ticketed for excessive overnighting had fraudulently obtained permits. Fraudulent permit use is a disservice to the community, a violation of university policies and reduces access for legitimate commuters and community members.

Addressing the resolution comments/requests:

1. **Commend UTS efforts to increase training for ticketing staff:**
   
   With new management we have installed a comprehensive training program with manuals. Staff are assigned for one week of training with senior officer. Starting in September for first time ever we are creating a student coordinator position whose primary job function is to evaluate the performance of every enforcement officer on an ongoing basis.

2. **Explore potential reduction in paid parking hours at the Campus Crossing and Edgewood Visitor Lots**

   **Current Policy Basis:**
   
   - evening and weekend hours (7am-9pm) were implemented in September 2017 (adopted by TPC April 2017) to ensure visitor access. UTS has tracked lot utilization and reported to TPC. Strategy is working very well.
   
   - Core Visitor lots are under constant use pressure. It is imperative their rules stay consistent and clear for Admissions and Campus Crossing event attendees. Without these enforced hours, the lots would become filled by student vehicles making access to public venues more difficult. These rules benefit the larger University community and access to public events.
• This was an access management strategy not a revenue enhancement strategy: maintain consistent, reliable visitor access with only marginal impact on student convenience: Students can park in permit lots (including Lot H, Elliott Alumni Center, Lot B) nearby for free after 6pm weekdays and all-day weekends.

Policy Goal:

TPC15 reaffirms the need for UTS to actively manage visitor parking access as non-permitted Durham resident vehicle numbers increase

Action for 4/18 — This issue was discussed at 2/7/19 TPC meeting as part of the Fee/Policy/Lot Adjustment Item.

There is no system benefit to reducing visitor lot parking hours or maximum limits. We have already compromised on this from suggested best practices for visitor access

Note: UTS will be adjusting visitor lot prices into a peak/off-peak system effective July 1 (approved Feb 7, 2019). This will reduce costs for evening and weekend lost use for all.

3. Compile a comprehensive list of every parking area at UNH and associated rules for said

The UTS website has a detail lot map and parking rules and regulations.

Completed and available on the UTS website.

4. Increase the maximum hours in Pay & Display areas to 4 hours

Current Policy Basis:

• UNH actively manages max times to ensure turnover of pay stations and meter spaces maximizing short-term access. This is balanced with a desire to reduce utilization of private vehicles for in-town Durham trips.
• Walking Campus strategy is focused on ‘park once’ not a drive to site strategy
• Max hours range from 1 hour in retail/high turnover to 16 hours in Sage Way Visitor Lot (only 1 hour is at Dairy Bar for quick turnaround for lunch parking)
• Core campus range is 1h – 4h. (typically, the shorter is on-street and the longer in visitor lots)
• Expanding max hours reduces campus access/users accommodated (fewer individuals per day) and would have a negative impact on campus mobility and access.
• Longer term, non-permit parking needs should not be accommodated on core campus (non permit local users have other transportation options)

Policy Goal:

• TPC15 reaffirmed the need for UTS to maintain core campus accessibility for maximum number of users (not fewer users for longer periods)
• In coordination with Durham, UNH will continue to actively manage parking space access based on need and specific location.

Action for 4/18

We do not support a change at this time. Staff has noted that long-term, maximum time limits should be reduced not expanded to ensure visitor access. Visitor/event attendee access should not be sacrificed for incremental student convenience. UNH to continue to monitor in coordination with Town.
5. Add Student Senate representative to parking appeals review

Current Policy Basis:

- Since 2003, UNH has focused on consistent, equitable and continuous enforcement.
- All tickets issued should be for cause
- High appeal acceptance rates imply frivolous ticketing

Policy Goal:

Maintain transparency sharing top level results

Action for 4/18

- An Appeal Committee could be established to meet annually in the fall to review prior year academic benchmark data
- The data will be published as part of the traditional TPC Benchmark Report in December
- Staff would consider meeting with an appointed student representative(s) to help formulate/review guidelines for accepting/denying appeals, e.g. what constitutes a valid appeal and what might be considered frivolous.

6. Submit parking appeals records from past 2 academic years to Senate

Current Policy Basis:

The items below were provided to the Student Senate Speaker in March.

Appeal Stats with Student Pullouts: This data reflects citation appeal stats from Fy’17, Fy’18, and the first half of FY’19. For this discussion, appeal stats specific to vehicles bearing student permits have been added to overall appeal data.

All-Campus Parking Lot Classifications: The campus map lays out the names, locations, and types of permits honored within of all the campus parking areas. The reverse side of the map likewise groups most of the lots into the major categories, including the permits honored in the “mixed use” lots, such as lot A. This map is available online here: [https://www.unh.edu/transportation/campus-parking-map](https://www.unh.edu/transportation/campus-parking-map)

The Winter Parking Ban Lot Classification Info Grid: This information simplifies the restrictions and options for after-midnight parking during the two different “levels” of the WPB (standard ban and full ban). This grid is available online here: [https://www.unh.edu/transportation/winter-parking-ban](https://www.unh.edu/transportation/winter-parking-ban)

UNH Pay-per-Hour Information Grid: This information displays the location, rate, max stay, and enforcement hours of all the hourly meter parking, breaking out Pay & Display and traditional parking meters. This grid is available online here: [https://www.unh.edu/transportation/visitor-parking](https://www.unh.edu/transportation/visitor-parking)

Appeal evaluation standards: This information describes and gives examples how to write (and not write) an effective ticket appeal. Likewise, these are the standards along which appeals are adjudicated. It should be noted that the statistics on denied appeals are greatly increased by the number of appellants whose arguments run contrary to these guidelines. A high rate of denial is not a reflection of unreasonable adjudication, but rather the high rate of frivolous appeals. This guideline is available online here: [https://www.unh.edu/transportation/payments](https://www.unh.edu/transportation/payments)
New CNG Wildcat Transit Arrivals! UNH took delivery of four new CNG buses this month. These buses should hit the road this summer. This acquisition brings our transit fleet to +/- 50% CNG. They were 55% federally funded through the Congestion Mitigation and Air Quality program.

The future of EcoCat Transit? UNH hosted a visit of a 100% electric transit bus by manufacturer BYD. The university hopes to bring a new model back for demo in fall 2019 as we begin to plan and apply for the next generation of EcoCat vehicles – which looks to be very electrified!

Bike Share, Culture and Share Device Conversation
Campus Planning hosted a town-gown discussion about bike share and related issues on April 1. This followed Student Senate resolutions in support of bringing bike share to campus. Next steps will include surveying campus demand; addressing other needs identified and considering an RFI from vendors. Meeting notes are available from Campus Planning.

Pedestrian Safety - Share the Streets Campaign
Campus Planning and the Planning Student Organization are collaborating on two pedestrian safety/outreach efforts in early May. A crosswalk marking campaign and a series of social media messages regarding sharing of our walkways and streetscapes will be piloted for ongoing use next year.

Summer Construction Impacts:
Campus Planning provided leadership and AAUP rep with a summary of parking and traffic impacts projected during the upcoming (busy) construction season! Although there will be traffic interruptions on Main Street and Library Way, we expect manageable F/S/Commuter parking impacts - starting Monday after Commencement and throughout the summer. Please keep in mind the following projects and general impacts:

- **Main Street** resurfacing and crosswalk repairs from Quad Way west to the Field House
- **O’Kane Road** resurfacing from Spinney Lane west to Child Study Development Center
- **Eversource Power Line** construction will impact Lot A as well as Colovos and Waterworks Rd corridors
- **Academic Way** west of Mitchell will see impacts as subsurface work is done in advance of Spaulding renovation
- **MUB Circle Driveway** – major reconstruction with new adjacent sidewalk
- **Library Way** east of College and Wildcatessen Courtyard will be closed for reconstruction
- **Seacoast Reliability (Eversource)** will impact Lot A (east edge), **Field House East** and **Waterworks Dirt Lot**

Lot Changes and Impacts:
Lot E1 will be offline for several weeks during reconstruction starting on or after July 1.
Field House West will see minor repairs. Resurfacing has been deferred until summer 2020.
Forest Park North lot closes May 19th. It will be used to mitigate construction parking impacts during summer. In the fall, this lot will return as **College Road Visitor Lot** (along with +/- 10 additional F/S spaces in Lot F)

June is **new student orientation**: Lot B (up to 50%) and other adjacent lots will host new student/guest parking for ten weekdays. Please plan accordingly and show hospitality to our incoming freshmen and their parents!

Best Bets for Summer Parking & Construction Updates?

Subscribe to Parking News: [www.unh.edu/transportation/uts-news](http://www.unh.edu/transportation/uts-news)
Visit the Facilities Construction Map: [www.unh.edu/facilities/fpm_projects](http://www.unh.edu/facilities/fpm_projects)
Updates of Prior Referenced Projects:

Main Street South Sidewalk:
Due to additional archeological research requirements, this project to install a new sidewalks on south side of Main Street from roundabout to the Field House is delayed. *Project construction is now projected for summer 2020.*

South Drive linkage: rising from the spring mud!
South Drive connector to Colvos Road is in construction! When completed, the road will be gated for special event and emergency access. Bike and pedestrian passage will be facilitated providing better access to Stadium lot, fields and Wildcat Stadium. UNH Transit will consider Campus Connector route modifications moving forward. The Campus Master Plan calls for completion of South Drive from the roundabout through to McDaniel Drive as an essential piece of our transportation network.

Main Street West bus pullout enhancements: This project has been awarded to a contractor and will be in construction in June. Lighting improvements and inbound bus shelter with Next Bus display will be completed in fall.

**UNH Transit:**
Reduced (Summer Schedule) Service begins Thursday, May 16th
No Wildcat Transit service on Weekends
Campus Connector – Reduced Service Connector operates weekdays

*Suggestions or Comments about UNH Transit?*  
*Become a participant in ongoing Transit Advisory Committee.*  
*Email the Transit Manager: Beverly.Cray@ unh.edu*

**Departmental Bikes**  
UNH Facilities pilot program is now being expanded across campus and is actively soliciting new participants. *Is your department interested in sponsoring a bike?* Find out more and sign up for info session [here](#).

**Grant Updates:**
Rail Station Enhancements: $974,000 for platform, site and structure improvements. UNH hopes to release a design & engineering RFP in June of this year. Construction to begin mid-summer 2020 and be completed by fall 2021 to celebrate the 110th birthday of the station.

Bus Maintenance Lift replacement @ garage: UNH received $150k of additional funding and will be rebidding this work in late spring. Completion date for this essential project is end of year.

**Transportation Partners:**
**Amtrak Downeaster:** Minor spring schedule changes expected early May. **Discover Maine pass** is available for travel *within Maine* (10 trips/7 days/$19). **Six Trip Tix** (6 trips/12 months/$86) available for UNH students. [www.amtrakdowneaster.com](http://www.amtrakdowneaster.com)

**ZipCar:** Student plan memberships are available for $15/year. Current promotions at [www.zipcar.com/unh](http://www.zipcar.com/unh)  
*UNH will be extending the ZipCar contract through August 2020.*
"Know Your Place" Campaign

Why?
- Durham is very pedestrian-centric – UNH is a "walking campus"
- Recent increase in student population residing here – Fewer commuters

Goals of Campaign
- Educate community of rules/laws
- Improve pedestrian and vehicle flow
- Increase safety for all

Products/Outreach Vectors
1. Two Stencils (pictured on right) → Safety
   Where: Crosswalk entrances
   (Main/Garrison, Main/Edgewood, Main/Pettee, etc.)
2. Flyers → Messaging campaign
   Where: Buses and bus stops, bulletin boards, buildings, dorms, ORCA TVs

Don’t Compete, Share the Streets

"Know Your Place" Campaign

Flyer 1

Other Flyer Taglines:
1. It’s called a sidewalk, not a sideride
2. Keep street traffic moving- cross with friends
3. Buses and cars have bumpers, bikes don’t – Look twice for bikes!
4. People don’t have airbags – Protect yourself

Implementation
- When: Late April (Weather dependent)
- Who: UNH Planning Student Organization

If you ride against traffic, traffic is against you

"Know Your Place" Campaign

Flyer 2
Combined Pedestrian-Vehicle Accident Reporting System (CPVARS)

Why?
- No current way to view/analyze both Durham and UNH accident report data together

Purpose
- Create single database/system to analyze both PDs pedestrian-vehicle accident reports
  - More accurate depiction of accidents - help identify possible patterns or trends
  - More effective and efficient solutions - improve planning and public safety
  - Translate data into understandable terms (bottom pictures)

Process
- Gathered all 2018 pedestrian-vehicle accident reports from Durham and UNH PDs

Products
1. GIS ArcMap visual representation of where accidents were located (updated annually)
2. Excel spreadsheet “database/system” of all accident data (updated annually)
3. One-page Annual Accident Summary Report (updated annually)
4. Instructional Manual – assist data gathering and entry process to ensure consistency

Next Steps/Moving Forward
- UNH Undergraduate Research Conference – April 27th
- UNH Campus Planning will update CPVARS

ANNUAL SUMMARY
Combined Pedestrian-Vehicle Accident Reporting System (CPVARS)

KEY VARIABLES

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CPVARS Annual Summary