

Contact: Andrea Anania

PROPOSED UNIVERSITY PARKING RATES FOR FY 2021

Actions Requested:

1. Consider parking rate changes at ISU, Memorial Union Parking Ramp (ISU), and UNI; and
2. Consider parking manual regulation changes at UNI.

Executive Summary: Each university has a parking system that is self-supporting. User fees and fines support operation, maintenance, and capital improvements. The parking systems do not receive any state appropriated funds.

The Board is scheduled to take action on the proposals included in this memorandum at its April meeting. Details on all proposed rate changes, parking manual regulation changes, financial information, as well as recent improvements and long-term parking plans are provided on the following pages.

Background: Iowa Code Chapter 262: (1) allows the Board to make such rules as necessary to provide for traffic control and parking. Those rules are detailed in Iowa Administrative Code §681.4 and provide definitions, general traffic directives, vehicle registration information, parking facilities guidelines, parking privileges, and consequences for violations of parking rules; and (2) requires notification to students 30 days prior to action by the Board to increase charges or fees at the universities.

Written notification of the amount of the proposed parking rate increases will be sent to the student government president at each of the universities.

- ▶ Each parking system is self-supporting and does not receive any state appropriated funds. User fees and fines support capital improvements and operations including: maintenance, repair, snow removal, resurfacing, construction, meters, signage, salt/sand, equipment, and supplies.
- ▶ Each university has a: (1) manual that contains rules/regulations for parking on campus; and (2) committee that oversees parking operations and changes to regulations and fees and fines.
- ▶ Net revenues of the parking systems derived primarily from parking fees and fines must, at a minimum, meet requirements of the bond covenants for outstanding parking bonds. Bond covenants require the Board and the institutions to keep facilities in good repair, working order, and operating condition.

UNIVERSITY OF IOWA

The University of Iowa's parking system currently has 16,434 parking spaces that serve students, employees, patients, and many campus visitors and fans in a wide range of programs tailored to meet their unique needs.

Nearly 5,100 parking spaces are contained in parking structures verses surface parking lots, which is a significant factor in the overall cost structure of the system.

The parking system is a service provider to the many colleges, departments, UI Healthcare, and others on campus, and manages the majority of the parking spaces located on campus. It is highly dependent on transit (Cambus) because much of the parking supply is on the periphery of campus.

PROPOSED RATE CHANGES / PARKING MANUAL REVISIONS

No rate increases are requested for FY 2021. The last increase in parking rates was approved in FY 2016. Rates are shown below.

No changes to the parking manual.

<https://transportation.uiowa.edu/motor-vehicle-and-parking-regulations>

		University of Iowa			
		Actual FY 2020	Proposed Increase	Percent Increase	Proposed FY 2021
		Permit Type			
		ANNUAL RATE BASIS			
EFFECTIVE DATE	Faculty / Staff / Student				
August 1	Physicians Permit ¹	\$2,640.00	0.00	0.0%	\$2,640.00
August 1	Prepaid Public Meter Permits ¹	1,320.00	0.00	0.0%	1,320.00
August 1	Ramp Reserved ¹	1,320.00	0.00	0.0%	1,320.00
August 1	Ramp Night ¹	744.00	0.00	0.0%	744.00
August 1	Surface Reserved A ¹	744.00	0.00	0.0%	744.00
August 1	Iowa City Bus Pass with parking ¹	336.00	0.00	0.0%	336.00
August 1	Coralville Bus Pass with parking ¹	336.00	0.00	0.0%	336.00
August 1	Bus Pass with parking ¹	--	--	--	--
August 1	Surface Night ¹	372.00	6.00	1.6%	378.00
August 1	Surface Reserved B ¹	588.00	0.00	0.0%	588.00
August 1	Commuter ¹	324.00	0.00	0.0%	324.00
August 1	Night and Weekend (NW)	204.00	0.00	0.0%	204.00
August 1	Iowa City Bus Pass without parking ¹	180.00	0.00	0.0%	180.00
August 1	Coralville Bus Pass without parking ¹	180.00	0.00	0.0%	180.00
August 1	Bus Pass without parking ¹	--	--	--	--
August 1	Motorcycle	168.00	0.00	0.0%	168.00
August 1	Vanpool ⁵	Variable	Variable	--	Variable
		Student Only			
		9-month permits			
August 1	Prepaid Student Meter Permit "R" ²	558.00	0.00	0.0%	558.00
August 1	Storage ²	378.00	0.00	0.0%	378.00
August 1	Surface Night ²	279.00	0.00	0.0%	279.00
August 1	Surface Reserved B ²	378.00	0.00	0.0%	378.00
August 1	Commuter ²	243.00	0.00	0.0%	243.00
August 1	Night and Weekend (NW)	90.00	0.00	0.0%	90.00
August 1	Motorcycle	126.00	0.00	0.0%	126.00
		Semester Passes			
August 1	Iowa City Bus Pass with parking	100.00	0.00	0.0%	100.00
August 1	Coralville Bus Pass with parking	100.00	0.00	0.0%	100.00
August 1	Iowa City Bus Pass without parking	50.00	0.00	0.0%	50.00
August 1	Coralville Bus Pass without parking	50.00	0.00	0.0%	50.00

Continued on the following page.

		University of Iowa			
		Actual	Proposed	Percent	Proposed
		FY 2020	Increase	Increase	FY 2021
		Permit Type			
		HOURLY RATE BASIS			
EFFECTIVE DATE	Faculty / Staff / Student / Public				
July 1	3-Day Patient Ramp Pass	27.00	0.00	0.0%	27.00
July 1	7-Day Patient Ramp Pass	58.00	0.00	0.0%	58.00
July 1	Public Meters	1.20	0.00	0.0%	1.20
		Standard / Cashiered³			
July 1	1st Hour	0.60	0.00	0.0%	0.60
July 1	Subsequent Hours Each	1.20	0.00	0.0%	1.20
July 1	Daily Maximum	20.00	0.00	0.0%	20.00
July 1	Patient Only Daily Maximum - Hospital Ramps	10.00	0.00	0.0%	10.00
		Graduated / Cashiered⁴			
July 1	1st Hour	0.60	0.00	0.0%	0.60
July 1	2nd and 3rd Hours Each	1.20	0.00	0.0%	1.20
July 1	Subsequent Hours Each	3.30	0.00	0.0%	3.30
July 1	Daily Maximum	20.00	0.00	0.0%	20.00
July 1	Patient Only Daily Maximum - Hospital Ramps	10.00	0.00	0.0%	10.00
		Student Only			
July 1	Student Meters / Cashiered	0.75	0.00	0.0%	0.75
		EACH			
		Faculty / Staff / Student			
July 1	Exit Pass Booklet (20 passes)	105.00	0.00	0.0%	105.00
August 1	Access Key or Card Deposit, Replacement	20.00	0.00	0.0%	20.00
August 1	Placard Replacement	20.00	0.00	0.0%	20.00
August 1	Iowa City 20-ride bus pass with parking	17.00	0.00	0.0%	17.00
August 1	Coralville 20-ride bus pass with parking	20.00	0.00	0.0%	20.00
August 1	Iowa City 20-ride bus pass without parking	14.00	0.00	0.0%	14.00
August 1	Coralville 20-ride bus pass without parking	15.00	0.00	0.0%	15.00
		Department			
August 1	Service Vehicle Placard	372.00	0.00	0.0%	372.00
August 1	Business Placard – 1 st Placard	0.00	0.00	0.0%	0.00
August 1	Business Placard – Additional cards	372.00	0.00	0.0%	372.00
August 1	Lost or Stolen Placards	20.00	0.00	0.0%	20.00
August 1	Pentacrest Placard	0.00	0.00	0.0%	0.00
		TEMPORARY PERMITS / PER DAY			
August 1	Ramp Reserved	10.50	0.00	0.0%	10.50
August 1	Surface Reserved A	6.00	0.00	0.0%	6.00
August 1	Storage	4.00	0.00	0.0%	4.00
August 1	Surface Reserved B	4.50	0.00	0.0%	4.50
August 1	Commuter	2.50	0.00	0.0%	2.50
		OTHER			
July 1	Field Services (per hour)	39.00	0.00	0.0%	39.00
July 1	Hooded Meters (per day)	22.00	0.00	0.0%	22.00
1 On a monthly basis, rates equal one-twelfth of the annual amount. Summer rates are based on the monthly charge.					
2 On a monthly basis, rates equal one-ninth of the annual amount.					
3 Charged in all cases except for patrons entering between 5:00 a.m. and 9:00 a.m., Monday – Friday. Patrons entering between 5:00 a.m. and 9:00 a.m., Monday – Friday, are charged the graduated rate unless they show an authorized patient or visitor's pass or waiver.					
4 Charged to patrons entering between 5:00 a.m. and 9:00 a.m., Monday – Friday, unless they show an authorized patient or visitor's pass or waiver.					
5 Rates depend on participation, originating locations, types of vehicles used, and fuel expense.					

**FINANCIAL
INFORMATION**

Outstanding bond indebtedness on the University of Iowa parking system as of July 1, 2019, totaled \$49,320,000.

UNIVERSITY OF IOWA	Actual FY 2019	Estimated FY 2020	Estimated FY 2021
Revenues			
Fees	\$22,050,873	\$22,178,030	\$22,843,371
Fines	789,157	800,000	800,000
Other	<u>499,144</u>	<u>415,000</u>	<u>427,450</u>
Total Revenues	\$23,339,174	\$23,393,030	\$24,070,821
Expenses			
Salaries / Wages	\$5,759,453	\$5,996,261	\$6,176,149
Supplies / Equipment	7,584,561	7,691,826	7,922,580
Other	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>
Total Expenses	\$14,244,014	\$14,588,087	\$14,998,729
Net Income from Operations	\$9,095,159	\$8,804,943	\$9,072,091
Transfers for Debt Service from UIHC	<u>\$2,135,999</u>	<u>\$2,139,499</u>	<u>\$2,134,224</u>
Net Income Available for Debt Service	\$11,231,158	\$10,944,442	\$11,206,315
Debt Service	\$5,389,528	\$3,779,699	\$3,781,999
Improvements from Reserves	\$4,810,515	\$4,000,000	\$4,000,000
Bond Proceeds	\$0	\$0	\$0
Improvements from Bond Proceeds	\$0	\$0	\$0

IMPROVEMENTS / LONG-TERM PLAN

During FY 2019, the parking system:

- ▶ Invested \$4,810,515 from reserves into parking facilities (including the larger projects listed in the second bullet below and many other smaller projects);
- ▶ Implemented free patient parking by partnering with UIHC;
- ▶ Reconstructed Lot 14, the surface lot east of Hospital Ramp IV;
- ▶ Constructed a new Hawkeye Lot Transit Station; and
- ▶ Continued the annual surface lot and ramp maintenance program.

The University will continue to:

- ▶ Create and implement a Parking Master Plan with the aid of an outside consultant;
- ▶ Improve patient parking experience by partnering with UIHC on mobile solutions;
- ▶ Expand, modify, or reallocate space to meet demands of commuting students and employees, providing increased CAMBUS transit service to outlying areas. This will continue to be a priority along with improving amenities within those parking facilities; and
- ▶ Increase promotion of alternatives to single occupant vehicle use on campus. The Vanpool program, 380 Express, on- and off-campus transit use, bicycling, carpooling, and other ridesharing programs will reduce overall on-campus parking demand and the cost of building additional facilities.

IOWA STATE UNIVERSITY

Iowa State University’s parking system, including the Memorial Union Ramp, has 19,277 parking spaces available for students, employees, and visitors.

The University’s Department of Public Safety (DPS) Parking Division primarily manages ISU campus parking operations. The Memorial Union manages the Memorial Union Ramp. Functions between ISU’s DPS Parking Division and the Memorial Union are coordinated, but have separate operations and fee structures.

PROPOSED RATE CHANGES / PARKING MANUAL REVISIONS

ISU proposes to increase its parking rates as shown below. Additional revenue generated from the proposed rate increases will be used to upgrade and/or maintain the physical condition of existing lots and upgrade existing equipment to provide better services.

No changes to the parking manual.

<https://www.parking.iastate.edu/sites/default/files/parkmobile/iowa%20State%20Parking%20Division%20Manual.pdf?v5>

Permit Type	Actual FY 2020	Proposed FY 2021	Proposed Increase	Percent Increase
Annual Fee Basis ¹				
24-Hour Reserved	\$975.00	\$1,005.00	\$30.00	3.1%
Reserved	565.00	582.00	17.00	3.0%
Vendor	315.00	325.00	10.00	3.2%
General Staff (includes Residence Hall & Ames Lab staff)	180.00	186.00	6.00	3.3%
Departmental	210.00	217.00	7.00	3.3%
Motorcycle (staff)	60.00	62.00	2.00	3.3%
Academic Year Basis ²				
Commuter Student	\$155.00	\$160.00	\$5.00	3.2%
Residence Halls	155.00	160.00	5.00	3.2%
Student Accessible	155.00	160.00	5.00	3.2%
Student Government	155.00	160.00	5.00	3.2%
Stadium	115.00	119.00	4.00	3.5%
Motorcycle (student)	60.00	62.00	2.00	3.3%
Hourly Rate Basis				
Parking Meters	\$1.00	\$1.00	\$0.00	0.0%
Metered Parking Lots	1.00	1.00	0.00	0.0%
Commuter parking at the Iowa State Center and the CyRide Orange Route shuttle remain free.				

1. Sold on a fiscal year basis (July 1 – June 30) and are available primarily to faculty, staff, and business associates that regularly operate on campus.
2. Sold on an academic year basis (1st day of fall classes – last day of spring finals) and are available primarily to students. Summer rates would be half the annual rate.

**FINANCIAL
INFORMATION**

Outstanding bond indebtedness on the Iowa State University parking system as of January 1, 2019, totaled approximately \$1,100,000.

IOWA STATE UNIVERSITY	Actual FY 2019	Estimated FY 2020	Estimated FY 2021
Revenues			
Fees	\$3,648,937	\$3,705,000	\$3,800,000
Fines	1,190,084	1,090,000	1,100,000
Other	<u>144,560</u>	<u>130,000</u>	<u>135,000</u>
Total Revenues	\$4,983,581	\$4,925,000	\$5,035,000
Expenses			
Salaries / Wages	\$1,035,870	\$1,050,000	\$1,075,000
Supplies / Equipment	2,078,295	2,200,000	2,300,000
Other	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	\$3,114,165	\$3,250,000	\$3,375,000
Net Income from Operations	\$1,869,416	\$1,675,000	\$1,660,000
Debt Service	\$401,400	\$397,000	\$401,000
Improvements from Reserves	\$920,644	\$1,500,000	\$2,700,000
Bond Proceeds	\$0	\$0	\$0
Improvements from Bond Proceeds	\$0	\$0	\$0

IMPROVEMENTS / LONG-TERM PLAN

During 2019, the Parking Division:

- ▶ Completed full reconstruction of Lots 19 and 35;
- ▶ Completed asphalt mill, patch, and overlay of Lot 83;
- ▶ Added compliant ADA stalls in lot 18;
- ▶ Completed expansion of Lot 3 resulting in 17 additional stalls;
- ▶ Completed asphalt patching in 12 different lots/driveways;
- ▶ Completed mill and overlay to 2,700 square yards of bike paths; and
- ▶ Continued with pavement crack filling and the sealcoating of 24 lots. This reduces water-related damage and extends the life of the lots. ISU plans to resume crack filling and sealcoating this summer.

The Parking Division has: (1) a pavement management plan for the maintenance and rehabilitation of all lots and spaces. The plan serves as the principle guide for work in upcoming years; and (2) half of all lots reviewed every other year by contracted engineers. The resulting Pavement Management Report is used as the basis for its maintenance plan.

MEMORIAL UNION

The Memorial Union parking ramp at Iowa State University has 627 parking stalls. Operations are managed by Memorial Union staff rather than Parking Division staff. Ramp rates are slightly higher than campus rates because the ramp is centrally located and provides sheltered parking.

PROPOSED RATE CHANGES

ISU proposes the fee increases for 2020-2021 for the Memorial Union parking ramp as shown below.

Revenue generated from the proposed rate increases will be used to: (1) support maintenance and upkeep; (2) replace aging equipment; and (3) provide for an assessment of the condition of the structure. Revenues will also be set aside for future capital renewals.

Type	Actual FY 2020	Proposed FY 2021	Proposed Increase	Percent Increase
Permit Basis				
Memorial Union Employee ¹	\$570.00	\$585.00	\$15.00	2.6%
Annual ²	570.00	585.00	15.00	2.6%
Fall ²	250.00	256.00	6.00	2.4%
Winter ²	244.00	250.00	6.00	2.5%
Spring ²	250.00	256.00	6.00	2.4%
Summer ²	202.00	207.00	5.00	2.5%
Hourly Rate Basis				
First ½ hour only ³	\$1.00	\$1.25	\$0.25	25.0%
1 hour	2.00	2.25	0.25	12.5%
2 hours	1.50	1.75	0.25	16.7%
3 hours	1.50	1.75	0.25	16.7%
4 hours	1.50	1.75	0.25	16.7%
5 hours	1.50	1.75	0.25	16.7%
6 hours	1.25	1.50	0.25	20.0%
7 hours	1.25	1.50	0.25	20.0%
8 hours	1.25	1.50	0.25	20.0%
Maximum Daily Rate	13.00	15.00	2.00	15.4%
Church Rate (per car) ⁴	2.75	2.75	0.00	0.0%
Specialized Fee Basis				
Illegal Exit	\$140.00	\$140.00	\$0.00	0.0%
Lost Ticket Fee	30.00	30.00	0.00	0.0%
Delayed Payment	10.00	10.00	0.00	0.0%
Lost Permit Replacement	10.00	10.00	0.00	0.0%

1. Valid July 1 – June 30; can be purchased on a pro-rated, monthly basis.
2. Employee and annual permit valid July 1 – June 30; Fall permit valid approximately 19 weeks; Winter permit valid November – February; Spring permit valid approximately 20 weeks; and Summer permit valid approximately 13 weeks.
3. Hourly rate applies after 37 minutes. Standard procedure in the parking ramp is to allow 6-7 minutes for traffic issues that may occur when exiting.
4. Arrangements for churches located near Memorial Union for Saturday evenings and Sunday mornings.

**FINANCIAL
INFORMATION**

MEMORIAL UNION	Actual FY 2019	Estimated FY 2020	Estimated FY 2021
Revenues			
Fees	\$800,482	\$815,000	\$830,000
Fines	16,481	15,000	15,000
Other	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	\$816,963	\$830,000	\$845,000
Expenses			
Salaries / Wages	\$64,191	\$65,140	\$66,000
Supplies / Equipment	82,518	102,000	100,000
Other	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	\$146,709	\$167,140	\$166,000
Net Income from Operations	\$670,254	\$662,860	\$679,000
Debt Service	\$202,781	\$202,287	\$204,510
Improvements from Reserves	\$0	\$10,000	\$50,000
Bond Proceeds	\$0	\$0	\$0
Improvements from Bond Proceeds	\$0	\$0	\$0

IMPROVEMENTS / LONG-TERM PLAN

Memorial Union staff have recently:

- ▶ Updated the automated payment software program to provide better service and improve financial reports;
- ▶ Treated rust and repainted exterior metal structures; and
- ▶ Replaced aging equipment pieces, including the bill acceptor, ticket coders, and barrier arms.

UNIVERSITY OF NORTHERN IOWA

The University of Northern Iowa’s parking system has 8,786 parking spaces available on campus for students, employees, and visitors.

PROPOSED RATE CHANGES / PARKING MANUAL REVISIONS

UNI proposes to increase its parking rates as shown below and revise its parking manual as shown on page 11. <https://publicsafety.uni.edu/parking-division-parking-manual>

Additional revenue generated from the proposed increases, effective August 1, 2020, will help defray the increased costs of labor and benefits, supplies and equipment, and annual snow removal. It will also help fund capital project reserves.

Permit Type ¹		Actual FY 2020	Proposed FY 2021	Proposed Increase	Percent Increase
Gm	Faculty and Staff ² (G permit for the Multimodal Transportation Center)	\$454.80	\$454.80	\$0.00	0.0%
G	Reserved ²	441.00	441.00	0.00	0.0%
A	Faculty and Staff ²	178.80	182.40	3.60	2.0%
B	Faculty and Staff ²	106.80	109.20	2.40	2.2%
CS	Construction ³	106.80	109.20	2.40	2.2%
B	Students	92.80	94.70	1.90	2.0%
CP	Residence Hall Preferred	85.15	86.80	1.65	1.9%
C	Residence Hall Students	62.90	64.10	1.20	1.9%
R	Night / Remote	37.20	37.80	0.60	1.6%
MC	Motorcycle	32.40	33.00	0.60	1.9%
S	Service (Vendor)	166.80	169.80	3.00	1.8%
T	Temporary (per week) ⁴	12.50	12.50	0.00	0.0%
	Metered (per hour) ⁵	0.80	0.80	0.00	0.0%

1. Second semester rates would be one-half and summer rates would be one fourth of the proposed annual amounts.
2. Prorated on a monthly basis for permanent faculty and staff.
3. These permits can also be purchased on a weekly basis.
4. Temporary (per week) permits remain at the same fee year round.
5. Monday – Friday 7:00 a.m. to 9:00 p.m.; not enforced Saturday and Sunday 7:00 a.m. – 1:00 a.m. Metered areas must be vacated 1:00 a.m. – 7:00 a.m. seven days a week.

FINANCIAL INFORMATION

UNI has no outstanding bond indebtedness on its parking system. Building and maintenance of campus parking lots has been done without bonding.

UNIVERSITY OF NORTHERN IOWA	Actual FY 2019	Estimated FY 2020	Estimated FY 2021
Revenues			
Fees	\$897,145	\$865,000	\$869,325
Fines	411,498	400,000	390,000
Other	<u>43,937</u>	<u>24,000</u>	<u>24,000</u>
Total Revenues	\$1,352,580	\$1,289,000	\$1,283,325
Expenses			
Salaries / Wages	\$536,630	\$624,195	\$639,800
Supplies / Equipment	449,389	452,750	464,040
Other	<u>86,481</u>	<u>0</u>	<u>0</u>
Total Expenses	\$1,072,500	\$1,076,945	\$1,103,840
Net Income from Operations	\$280,000	\$212,055	\$179,485
Debt Service	\$0	\$0	\$0
Improvements from Reserves	\$280,080	\$450,000	\$100,000
Bond Proceeds	\$0	\$0	\$0
Improvements from Bond Proceeds	\$0	\$0	\$0
MULTIMODAL TRANSPORTATION CENTER	Actual FY 2019	Estimated FY 2020	Estimated FY 2021
Revenues			
Fees	\$90,579	\$82,500	\$83,325
Fines	9,800	9,000	9,000
Other	<u>463</u>	<u>350</u>	<u>0</u>
Total Revenues	\$100,842	\$91,850	\$92,325
Expenses			
Salaries / Wages	\$19,327	\$21,883	\$22,430
Supplies / Equipment	60,957	67,900	69,000
Other	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	\$80,284	\$89,783	\$91,430
Net Income from Operations	\$20,558	\$2,067	\$895
Debt Service	\$0	\$0	\$0
Improvements from Reserves ¹	\$10,000	\$10,000	\$10,000
Bond Proceeds	\$0	\$0	\$0
Improvements from Bond Proceeds	\$0	\$0	\$0

1. The \$10,000 represents a yearly set aside for long term repair and maintenance of the facility.

UNI's Multimodal Transportation Center (MTC) is a multi-level transit facility. With the exception of the Gm permit, MTC rates and regulations are the same as for other UNI parking operations. However, the MTC is a separate account.

IMPROVEMENTS / LONG-TERM PLAN

During FY 2019, a new parking administration system was selected. Phased implementation will begin in the summer of 2020.

The long-range plan includes the creation of user and customer friendly options in the new parking system and continued lot maintenance.

PROPOSED PARKING MANUAL CHANGES

General Procedures

2. Applications for parking permits are made at the Department of Public Safety, 30 Gilchrist Hall, during posted business hours. Applications are also accepted online by registered students and current faculty and staff from April 1 –August 15 for the yearly permit, ~~or November 1–December 15 for those persons needing permits for second semester only.~~ The application can be accessed by going to www.uni.edu and clicking on MyUNiverse.

- ◆ Justification: To simplify application processing.
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General Procedures

9. Golf carts must register with and confirm to the policies set forth by the University.

- ◆ Justification: The Director of Facilities Management has identified issues pertaining to the use of golf carts and plans to develop regulations, including registration. This statement will allow UNI to issue citations, if necessary, when Facilities Management creates official policy.
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7. Permit and Fees

- 7.4 When making application for refund of the parking permit fee, the permit must be returned to the Department of Public Safety. Students may do so within the first two (2) weeks of any given semester or summer session of eight (8) weeks or more. Faculty and staff are prorated on a monthly basis.

- ◆ Justification: To remove ambiguity requiring the return of the permit for a refund and include faculty and staff.
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9. Penalties and Appeals

- 9.3 Violation of any of the regulations governing the use of motor vehicles, bicycles, roller skates, rollerblades, and skateboards on campus will subject the violator to a penalty according to the following schedule:

- g. Illegal parking in a C Preferred parking area..... 25.00 each offense

- ◆ Justification: To help deter noncompliance.
-