

**MEMORANDUM**

**To:** Board of Regents  
**From:** Board Office  
**Subject:** Approval of Motor Vehicle and Parking Regulations, 2001-2002  
**Date:** May 7, 2001

**Recommended Actions:**

Approve the proposed FY 2002 parking rates and changes to the Motor Vehicle and Bicycle Regulations at the University of Northern Iowa as follows:

- a. Increase parking rates for FY 2002 at the University of Northern Iowa as set forth on Attachment A;
- b. Establish a new penalty of \$20 for illegal parking in a service vehicle zone;
- c. Create a new policy for doubling fines of habitual violators;
- d. Reclassify the display of a lost or stolen permit and double its fine; and
- e. Revise UNI's *Parking Manual for Motor Vehicles, Bicycles, Roller Blades, Roller Skates, and Skateboards*.

**Executive Summary:**

The Board of Regents' strategic plan outlines its accountability objective in key result area 4. The Board is charged with exercising effective stewardship of the institutions' state, federal, and private resources. In this effort, the Board annually reviews institutional resources, such as traffic and parking regulations, to assure consistency with the strategic plans of the Board and of the institution.

In accordance with Board policy, changes to traffic and parking regulations at the institutions are presented to the Board for approval. At its April meeting, the Board gave preliminary consideration to the University's proposed FY 2002 changes to parking rates and regulations. The University proposed to:

- Increase FY 2002 parking rates as follows: Yearly rate increases ranging from \$.50 - \$70.00; second semester rate increases ranging from \$.25 - \$35.00; and summer rate increases ranging from \$.15 - \$17.50. These increases are illustrated on Attachment A.
- Establish a new \$20 penalty for illegal parking in a service vehicle zone.
- Create a new policy of doubling fines for habitual violators.
- Reclassify the display of a lost or stolen permit parking violation and double its fine from \$25 to \$50 per offense.
- Change the parking manual to update visitor and guest parking regulations and revise the name of the committee that regulates and controls traffic.

These changes will allow the University to continue supporting the comprehensive parking program. The proposals are unchanged from those presented in April.

Proposed rate increases in charges and fees as well as changes in traffic and parking regulations require statutory notice to students and a waiting period of 30 days before final approval. The University of Northern Iowa's student government president, located at the student government office as listed in the university directory, received notification on April 11, 2001, concerning the proposed parking fee increases and changes to the traffic and parking regulations.

**Background:**

Iowa Code §262.69 authorizes the Board to make rules regarding policing, control, and regulation of traffic and parking on the property of any institution under its control. Regent Procedural Guide §10.07(c), Traffic and Parking Regulations, states that all traffic and parking regulations are subject to Board approval prior to enforcement.

General traffic and parking regulations for each university must be filed in accordance with Chapter 17A, the Iowa Administrative Procedure Act. Regulations are found in Chapter 681-4 of the Iowa Administrative Code.

Iowa Code §262.9(18) and Regent Procedural Guide §2.09 require notification to students 30 days prior to action by the Board to increase tuition, charges, or fees at the Regent Universities. Written notification of the amount of the proposed increases and regulation changes as well as a copy of the April 9, 2001, docket memorandum for preliminary consideration were mailed to the student government president of the University of Northern Iowa at the student government office as listed in the University directory.

The University of Northern Iowa parking system is a self-supporting operation, including maintenance and capital improvements of facilities. Parking user fees support the University parking system. The system does not receive state appropriations.

The University conducts annual reviews to determine future revenue needs to support the parking program. Incremental increases prevent the University from having to increase fees substantially in any one year. The amounts are tied to what the University estimates is needed to support the comprehensive parking program.

The Motor Vehicle and Bicycle Regulations manual at the University of Northern Iowa outlines policies and procedures for student and faculty parking including registration; lot designation and hours; permits and fees; traffic regulations; as well as violations, penalties and appeals. The manual also addresses rules and regulations for visitors, guests, and disabled persons; bicycles and motorcycles; as well as for skateboarding, roller blading, and roller skating.

**Analysis:**

The University of Northern Iowa requests Board approval to:

- Increase FY 2002 parking rates as follows: Yearly rate increases ranging from \$.50 - \$70.00; second semester rate increases ranging from \$.25 - \$35.00; and summer rate increases ranging from \$.15 - \$17.50. These increases are illustrated on Attachment A. Semester rates are one-half of yearly rates and summer rates are one-fourth of yearly rates.
- Establish a new \$20 penalty for illegal parking in a service vehicle zone.
- Create a new policy for doubling fines of habitual violators. The *Parking Manual for Motor Vehicles, Bicycles, Roller Blades, Roller Skates, and Skateboards* defines habitual violators as vehicle owners that receive 10 parking tickets within any academic year.
- Reclassify the “Displaying a permit reported as lost or stolen” from a separate violation with a fine of \$25 per offense to a violation under the existing “Altering, counterfeiting or illegal use of any parking permit” with a fine of \$50 per offense. This effectively doubles the fine for the offense. The University reports that it is trying to avert improper display of lost and stolen permits by imposing stiff fines as well as to simplify the penalty list for security officers.
- Change the parking manual to update visitor and guest parking regulations. Visitors will no longer be requested to pick up a visitor permit at the Visitor Information Center and park in the “metered” visitor lot north of the Performing Arts Center and pay the meter fee. Instead, the Visitor Information Center is staffed to assist visitors to campus with directions and general questions regarding parking. An information phone is located on the east side of the Visitor Information Center building to contact the Department of Public Safety when the Center is closed.

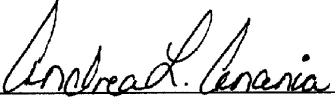
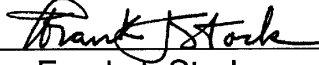
The University projects only a \$3,000 increase in parking revenue for FY 2002 from the proposed parking rate increases. This amount of increased revenue is significantly less than the increased revenue estimated in each of the last five years due to the closing of the reserved “G” parking lot. This lot is being closed for the McCollum Science Hall Addition and will result in a loss of 77 out of 100 permits (a reduction in revenue of \$13,860 based on current parking rates of \$180.)

Parking for the current 77 permit holders will be reassigned to lots A (faculty and staff) and B (faculty, staff, and commuters) at yearly rates of \$98 and \$55, respectively, which would bring in revenues between \$7,546 and \$4,235. The University’s proposal is to increase reserved parking rates to \$250 each for FY 2002, which will generate an additional \$1,610 for the remaining 23 reserved permits.

Employees interested in obtaining parking in the reserved "G" lot are encouraged to submit a written request indicating interest. The University reports that it uses the lottery system to award the exact number of available parking spaces. A change in policy to guarantee these spaces supports the 39.0% rate increase for the reserved parking.

UNI estimates FY 2002 total parking operation fee revenue of \$525,000 and total revenue (fees plus fines) of \$875,000. Revenues will be used to cover operating costs and repairs to parking lots across campus and to continue to implement the University's long-range parking and traffic plan.

The University Public Safety Advisory Committee, formerly known as the Parking and Traffic Policy Committee, reviewed and recommended these new and increased parking fees and regulation changes for FY 2002. The University reports that it revised the Committee's name in early FY 2001 to reflect its responsibility for a broad array of public safety issues, in addition to parking and traffic. A complete copy of the increases and regulations may be found in the Regent Exhibit Book.

 Approved:   
Andrea L. Anania Frank J. Stork

**UNI PROPOSED PARKING RATES**

**Based on Annual Rates**

	<b>Current FY 2001</b>	<b>Proposed FY 2002</b>	<b>Dollar Increase</b>	<b>Percent Increase</b>
G – Reserved	\$180.00	\$250.00	\$70.00	38.9%
A – Faculty/Staff	94.00	98.00	4.00	4.3%
B – Faculty/Staff & Commuters	53.50	55.00	1.50	2.8%
C – Residence Hall Students	36.00	37.00	1.00	2.8%
M – Married Student Housing	36.00	37.00	1.00	2.8%
Additional “M”	18.00	18.50	0.50	2.8%
R – Night/Remote	18.50	20.00	1.50	8.1%
L – Lab School (B) (students)	20.00	20.00	0.00	0.0%
Motorcycle	17.50	17.50	0.00	0.0%
T – Temporary (per week)	5.00	5.00	0.00	0.0%

**Second Semester**

	<b>Current FY 2001</b>	<b>Proposed FY 2002</b>	<b>Dollar Increase</b>	<b>Percent Increase</b>
G – Reserved	\$90.00	\$125.00	\$35.00	38.9%
A – Faculty/Staff	47.00	49.00	2.00	4.3%
B – Faculty/Staff & Commuters	26.75	27.50	0.75	2.8%
C – Residence Hall Students	18.00	18.50	0.50	2.8%
M – Married Student Housing	18.00	18.50	0.50	2.8%
Additional “M”	9.00	9.25	0.25	2.8%
R – Night/Remote	9.25	10.00	0.75	8.1%
L – Lab School (B) (students)	10.00	10.00	0.00	0.0%
Motorcycle	8.75	8.75	0.00	0.0%

**Summer Only**

	<b>Current FY 2001</b>	<b>Proposed FY 2002</b>	<b>Dollar Increase</b>	<b>Percent Increase</b>
G – Reserved	\$45.00	\$62.50	\$17.50	38.9%
A – Faculty/Staff	23.50	24.50	1.00	4.3%
B – Faculty/Staff & Commuters	13.40	13.75	0.35	2.6%
C – Residence Hall Students	9.00	9.25	0.25	2.8%
M – Married Student Housing	9.00	9.25	0.25	2.8%
Additional “M”	4.50	4.65	0.15	3.3%
R – Night/Remote	4.65	5.00	0.35	7.5%
L – Lab School (B) (students)	5.00	5.00	0.00	0.0%
Motorcycle	4.40	4.40	0.00	0.0%