



UNIVERSITY OF GUAM
UNIBETSEDÁT GUAHAN
Board of Regents

RESOLUTION NO. 15-28

RELATIVE TO APPROVING THE UNIVERSITY OF GUAM PARKING POLICY

WHEREAS, the University of Guam (UOG) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges (WASC) serving the post-secondary needs of the people of Guam and the region; and

WHEREAS, the governance and well-being of UOG is vested in the Board of Regents (BOR); and

WHEREAS, the University's increased enrollment and activities on campus generate the need to define written parking policy for campus and rights of way areas to maintain the integrity of official parking stalls, safety and environmental concerns, pedestrian and jogging routes, areas used as green space not intended for vehicle parking, and controlling overflow parking areas; and

WHEREAS, the UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but may not be constructed in the short term; and

WHEREAS, the 16 Guam Code Annotated (GCA) outlines the general provisions for vehicles, including penalties, parking, and towing requirements, which can be used to establish an effective and enforceable parking policy.

NOW, THEREFORE BE IT RESOLVED, that the Board of Regents hereby approves the addition of the University of Guam Parking Policy to the Rules, Regulations, and Procedures Manual (RRPM).

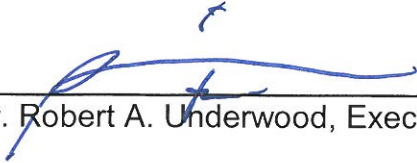
BE IT FURTHER RESOLVED, that Article VI of the RRPM be amended to incorporate the attached policy narrative establishing the parking policy.

Adopted this 16th day of July, 2015.

ATTESTED:



William D. Leon Guerrero, Chairperson



Dr. Robert A. Underwood, Executive Secretary

Summary on Establishing a Parking Policy

As of June 1, 2015

Background Information:

- Parking has been a campus-wide concern due to incompleteness of parking areas for campus under the old master plan.
- Certain areas have been accepted as overflow parking due to this shortage, however, nothing has been put in writing.
- The UOG Vision 2025 Physical Master Plan, adopted by the BOR via Resolution 13-09 on February 28, 2013, allows for more parking areas and garages, but these garages are not priority construction projects until the long term unless reprioritized as an earlier project completion in certain areas.
- With the increase in enrollment and activities on campus, vehicles are beginning to park more frequently in areas such as rights of way, President's Grove (Sherwood Forest), selected grass areas under trees, Fine Arts Auditorium grass area, and cleared areas presenting a beautiful ocean view.
- Vehicles, including official vehicles, are parking in areas clearly marked "No Parking", yellow lined areas, or in fire zone marked areas. In some cases, vehicles are also parking in two-wheeled motor vehicle spaces which were installed per Public Law 30-186, dated Aug 28, 2010, requirements.
- Some areas designated as no parking areas have signs and markings that are faded and need re-painting or new signs.
- Some areas need to be specifically restricted as no parking areas in order to maintain a certain level of safety, pedestrian use, jogging routes, or use by people rather than cars, like the President's Grove (Sherwood Forest).
- In order to effectively implement and enforce a no parking policy, the following actions should be accomplished:
 - *Establish a BOR parking policy. This will satisfy 16 GCA, Chapter 3, §3343, for a governing board policy for parking.
 - *Establish an MOU/MOA with a towing company or companies. This will meet the needs of procurement services to allow UOG to call or use towing services on a recurring basis, and allow UOG Safety Office to follow guidelines set forth in 16 GCA, Chapter 12.
 - *Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability. This will allow for ticketing illegally parked or abandoned vehicles on campus or adjacent rights of way in lieu of or in addition to towing.
 - *Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas. This will minimize safety hazards in high traffic zone areas as well as preserve those areas used by pedestrians for walking or jogging routes.
 - *Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles. This awareness campaign is strongly recommended by GPD and towing companies as part of the notification process and helps in attempting to change the parking culture on campus and adjacent rights of way areas. This process is not intended to be a "Gotcha" process.

Recommendation:

-Establish a UOG parking policy.

- Establish an MOU/MOA with a towing company or companies.
- Establish a recurring relationship with the Guam Police Department (GPD) for ticketing capability.
- Have the Department of Public Works (DPW) approve certain rights of way adjacent to the University campus as no parking/tow areas.
- Conduct an awareness campaign informing the public of these actions and areas prior to actually ticketing or towing vehicles.

Encl 1

1. Change Current Para “M. APPROVAL OF POLICY, PROCEDURE, AND ORGANIZATIONAL STRUCTURE” and its subparagraph, to Para N.

2. Add new Para M to read:

M. PARKING POLICY

This parking policy serves to guide and regulate traffic and parking on campus for the protection of UOG students, employees, and visitors and for the preservation of the campus’ greenescapes, or environmental spaces used for aesthetics, safety purposes, pedestrians, wellness, and/or easements/medians. This policy applies to all motorized and/or electric vehicles, including two wheeled motorized and/or electric vehicles.

Parking is permitted only within paved parking lots and officially designated parking areas. Fire lanes, active loading/unloading zones, and other areas near facilities that are marked “No Parking” are considered no parking zones. All University grass ground areas and sidewalks on campus are considered no parking areas, unless specifically designated by the University in writing for certain purposes. Authorized parking areas in grassy locations will be identified on an official campus map or will have signs identifying them. “No Parking” signs may be put up in certain areas for emphasis or clarification purposes, but are not required for the enactment or enforcement of this policy.

Vehicles parked in violation of this policy, and the rules and regulations supporting it, are subject to an official parking violation ticket and/or towing at the violator’s expense. Vehicles that are parked in accessible parking spaces for persons with disabilities without a special license plate or windshield placard pursuant to the Americans with Disabilities Act, and other than two-wheeled motor vehicles parked in two-wheeled motor vehicle spaces are also subject to an official parking violation ticket and/or towing at the violator’s expense. Any towed vehicle must be picked up by the registered owner of that vehicle with a valid picture identification.

Exceptions to this policy include:

- (1) Maintenance or service vehicles or contract vehicles doing specific work within certain areas near facilities where temporary parking facilitates completion of work activities;
- (2) Emergency vehicles in response to a situation or conducting official business; and
- (3) Special major events as approved by the University such as, but not limited to, Charter Day, graduation ceremonies, major construction activities, and concerts/forums drawing a significant or higher than normal amount of traffic and attendees.

Exceptions must be specified in writing in advance through the Safety Office, and only certain areas will be temporarily open to accommodate such activities. Areas not specified are considered no parking areas and subject to official parking violation tickets and/or towing.

Reserved parking may be approved and will be handled through the rules and regulations process managed by the Safety Office and approved by the Vice President for Administration and Finance (VPAF).

Parking on campus is at the owner's risk. The University accepts no liability for the safety and security of vehicles parked on campus.


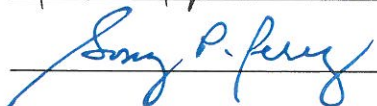
Rules and regulations will be developed to further define parking policy authorizations or restrictions within the intent of this policy and Title 16, Guam Code Annotated, Chapter 3. The Safety Administrator is authorized to make such rules and regulations, with approval from the VPAF. The rules and regulations will be reviewed annually by the Safety Office and updated as appropriate.

6/2008






**UNIVERSITY OF GUAM
POLICIES AND REGULATIONS CHANGE REQUEST FORM**

1. Subject: Establishing parking policy in the RRPM
2. Purpose: To obtain approval to add parking policy in the RRPM.
3. See enclosed summary (with attachment), Proposed BOR Resolution, and Proposed RRPM Narrative.
4. Requested Effective Date: Immediately upon approval by the BOR.
5. Publication Document (Reference section and/or page number):

Year
 2000 Rules, Regulations and Procedures Manual (Change old Para M to Para N. Add new Para M, Page 212).
 XX Organization and Governance Policies (Article VI)

UNIT	SIGNATURE (use BLUE pen please)	DATE
Institutional Safety Committee Chair		<u>29 June 2015</u>
Administrative Council Chair		<u>July 8, 2015</u>

APPROVED/DISAPPROVED:

 <hr/> VICE PRESIDENT, Administration and Finance	<u>7/7/15</u> <hr/> DATE	 <hr/> SENIOR VICE PRESIDENT, Academic and Student Affairs	<u>7/8/15</u> <hr/> DATE
 <hr/> PRESIDENT	<u>7/8/15</u> <hr/> DATE	 <hr/> CHAIR, FACILITIES COMMITTEE	<u>7.16.15</u> <hr/> DATE
 <hr/> CHAIR, BOARD OF REGENTS (When applicable)	<u>7/16/16</u> <hr/> DATE		