Parking Permit Fee and Policy Changes

President’s Cabinet approved the following parking permit fee and policy changes after review by the Transportation Services Advisory Council, Faculty Senate, Associated Student Government, Residence Hall Association, Graduate House and Staff Council. These changes will be incorporated into the Traffic & Parking Regulations for 2014-2015.

Changes Already Implemented

1. Visitors and guests to campus are to be encouraged to park in the LBJ Student Center Garage or the Edward Gary Street Garage for the posted fee.

2. Visitors and guests may park in officially designated visitor spaces located near certain buildings on campus. These spaces do not require a fee to park. However, a temporary permit available from Parking Services must be displayed on vehicles parked in these spaces.
   a. Departments that have requested visitor spaces outside their building will be charged via IDT the red restricted reserve rate annually. (to be implemented fall 2014)

3. On occasions when visitor parking is needed at a building that is not close to one of the garages and where no designed visitor spaces are available, departments should work with Parking Services to consider other accommodations. When Parking Services staff are requested to manage and/or control the designated parking area, the department will be charged via IDT an overtime fee.

4. Free red reserved spaces, as required by contract (and grandfathered), will be provided as follows: 2 for Aerospace Studies Officers, 1 for Military Science guests and 3 for Military Science government vehicles.

5. Full-time and part-time (based on salary converted to an equivalent 100% FTE) faculty and full-time and part-time (based on salary converted to an equivalent 100% FTE) staff who make less than $20,000 annually may purchase a red restricted permit at 50% of the cost of a restricted permit. This does not include per course faculty.

6. Full-time and part-time (based on salary converted to an equivalent 100% FTE) faculty and full-time and part-time (based on salary converted to an equivalent 100% FTE) staff who make $20,000 to $25,000 annually may purchase a red restricted permit at 75% of the cost of a restricted permit. This does not include per course faculty.

7. Per course faculty are eligible to purchase a “semester” red restricted permit.

8. Extension faculty are eligible to purchase a “semester” red restricted permit.

9. Non-student, non-regular staff, who are appointed part-time at 19.75 hours a week or less, may purchase a red restricted permit. The department must submit a request in writing to Parking Services before the purchase is allowed.

10. Doctoral Teaching Assistants and Graduate Teaching Assistants may elect to sign up for payroll deduction.
11. There is no free parking in either the pay garages or in permit parking areas except for the following events or as approved by the Vice President for Finance and Support Services.
   a. Board of Regents meetings
   b. Any events at the request of the President
   c. Bobcat Days (also in Round Rock)
   d. Residence Hall Move In
   e. Pick It Up, Pass It On
   f. Visitors to the Welcome Center in the LBJ Student Center
   g. Voting Poll Workers
   h. Commencement and related ceremonies (e.g. hooding, ring, commissioning, pinning)
   i. Academic Department Inductee Ceremonies
   j. Round Rock Job Fair

12. The LBJ Student Center (LBJSC) and Edward Gary Street Garages are the two primary locations to accommodate special event parking; however, if the location of the event makes the use of the pay garages impractical, Parking Services will work to accommodate requests for special event parking in permit parking areas.
   a. The special event fee per vehicle will be $5.00.
   b. The special event parking fee may be paid by the university department or by the individuals attending the event.
   c. There may be fees associated with overtime personnel needed to manage and/or control the designated parking area.
   d. Exceptions to the $5.00 per vehicle fee are:
      i. Athletic summer camp move-ins using Edward Gary Street Garage will be charged $1.00 per vehicle.
      ii. Health Professions Clinics using the LBJSC Garage will be charged $2.00 per vehicle

13. There will be a $10.00 charge per vehicle for Texas State football games. There will not be a charge for parking for other athletic events (e.g., baseball, softball, basketball, volleyball, track). There will be no charge for parking for non-Texas State football games are scheduled; however, if the Coliseum parking lot is used, Athletics will pay for the cost to clean the lot after the event.

14. Only patients of the Student Health Center and the Pharmacy in the Center may park free. All others will be ticketed or towed.

Changes Effective Fall 2014

1. Hang tags will not be available for Perimeter Permits.

2. Residents may not purchase a Perimeter Permit.
   a. Residents may purchase a Residence Hall Permit ($485) or have the option of a Mill Street Residence Hall Permit ($115).
   b. From 7 a.m. to 5 p.m. Monday through Friday, Mill Street Residence Hall Permits are valid only in the Mill Street Lot. From 5 p.m. to 7 a.m. weekdays, and 5 p.m. Friday through 7 p.m. Sunday, this permit is also valid in Green Residential, most Red Restricted areas, and other Perimeter Lots.
   c. The Mill Street Lot is serviced by the Bobcat Shuttle and the Parking Services’ Residence Hall Safety Shuttle. After service hours, UPD will provide escorts.
   d. Vehicles parked in the Mill Street Lot must relocate on home football game days.
3. Commuters may purchase a Residence Hall Permit, if spaces are available, after the 12th class day at the $485 rate.

4. Residents of Bobcat Village ($265) may not purchase a Perimeter Permit or a Mill Street Residence Hall Permit.

5. All permit fees will remain the same for FY15.

6. Handicap accessible parking spaces lost on Bobcat Trail will be relocated to the Pleasant Street Garage. Restricted parking spaces lost on Bobcat Trail and in the Pleasant Street Garage will be relocated to the Wood Street Garage.

7. Twenty Reserved Restricted parking spaces will be located in the Wood Street Garage.

8. Faculty and staff must purchase both a regular permit and motorcycle permit if they want both. The cost of a motorcycle permit, when purchased with a regular permit, will be $65.00. Students purchasing either a perimeter or residential permit may also purchase a motorcycle permit for $65.00.

9. Staff who are required to regularly move about campus because of their job duties may pay the red restricted permit rate for a reserved parking space annually. The applicable department will be charged via IDT the difference for the red restricted reserved rate annually. This policy is currently only applicable to the Director of Special Projects. Other requests must be submitted via the appropriate vice president to the Vice President for Finance and Support Services.

10. Staff who reside on campus (e.g., Residence Hall Directors), may pay the regular permit rate for a reserved parking space annually. Housing and Residence Life will be charged via IDT the difference for the reserve rate annually. Residence Hall Director spouses will pay the regular permit rate and will not be allocated a reserved parking space.

11. Departments negotiating space contracts for non-university entities will include in the contract a requirement that the staff of these units pay for parking at the red restricted or red restricted reserved rate. Exceptions can only be approved by the Vice President for Finance and Support Services.

12. Departments with Texas State vehicles (including golf carts), parked in “signed” reserved spaces, will be charged via IDT the annual red restricted reserved rate.

13. Departments with Texas State vehicles (including golf carts), parked in non-reserved spaces will be charged via IDT a vehicle registration fee at the perimeter rate per vehicle annually. The vehicle registration fee, at the perimeter rate, will apply to Housing and Residence Life and University Police.

14. Vendors or contractors (other than construction contractors) who have contracts with the university (e.g., architects, engineers, consultants, pest control, catering, vending, couriers, etc.) may purchase a red restricted permit if they wish to have red restricted parking privileges. They may also purchase perimeter parking permits but can only park in the perimeter lots. When a contract addresses parking, the sponsoring university department must inform Parking Services of the contractual commitment concerning parking or access including the number of vehicles expected to be on-campus during the fiscal year. Parking Services will provide the sponsoring university department with the requested number of permits to be displayed in the marked
vehicles and will IDT the sponsoring university department the annual, semester, or weekly
equivalent of a restricted parking permit for the number of vehicles determined to be on-campus.

15. Parking inside fenced staging or construction areas will be limited. The staging areas are not
intended to be parking areas. They are generally limited to 1-4 spaces for the job superintendent
and other essential personnel. The job superintendent will give authorization to park inside the
staging area. A dashboard permit will be provided at no cost by Parking Services and must be
displayed at all times when parking in the staged area. Vehicles parked outside the pre-arranged
staging areas may be subject to ticketing, immobilization (booting), and towing. Construction
contractors must purchase perimeter permits for their workers to park in lot P/AZ 10W (Bobcat
Stadium West) and be transported to the job site if they choose to park on campus. Permits must
be displayed in all vehicles to park legally on campus.

16. Vendors or Service providers with no contractual relationship with the university must park in the
pay garages or may purchase a perimeter permit and park in any perimeter lot. On a case-by-case
basis, the Assistant Director of Parking Services, upon request, may approve the purchase of a red
restricted permit.

17. In the event of an emergency situation where a contractor or vendor is called to campus
unexpectedly, exceptions will be made, and these contractors or vendors will not have to purchase
a parking permit. However, the department contracting with these contractors or vendors must
notify the Parking Services Office of the emergency situation to prevent these vehicles from
being ticketed.

18. Vendors with marked vehicles who provide short-term business on campus such as the delivery
of food, flowers, newspapers, etc… may park in university surface lots or in loading zones for not
longer than 15 minutes with emergency flashers. No permit is needed.

19. The lot at the Meadows Center will be a red restricted lot.
   a. Staff must purchase a restricted permit.
   b. Student workers will not be ticketed if it can be confirmed that they are working at the
time of ticketing.
   c. Visitors at the Meadows Center must purchase a permit from the pay station.
   d. Special Guests of the Center must park in the “signed” visitor spaces. The Meadows
      Center will pay annually the reserved rate for the signed visitor spaces and will issue
      visitor permits that Parking Services provides.
   e. Buses will not be charged.
   f. Texas Parks and Wildlife Department (TPWD) employees will be issued a free permit
      until the contract is renegotiated. A new contract should include the stipulation that
      TPWD employees must purchase a restricted permit.

20. The lot at STAR Park will be a red restricted lot.
   a. Faculty, staff and tenants must purchase a restricted permit.
   b. Student workers will not be ticketed if it can be confirmed that they are working at the
time of ticketing.
   c. Visitors to STAR Park must use the free visitor parking spaces.

03/14/2014