



OPEN SESSION

FOR ACTION

1. Ordinance Regulating Traffic and Parking Attachment A
Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO
2. Office of Internal Audit Work Plan FY 2022 Attachment B
Dean Weber, Chief Audit Officer
3. Annual Audit Certification Letter FY 2021 Attachment C
Dean Weber, Chief Audit Officer
4. Spending Authority
 - Kenan Football Center Renovations Advance Planning Attachment D
 - Cone-Kenfield Tennis Center Renovations Advance Planning Attachment E
 - Finley Golf Course Varsity Training Facility and Team Building Advance Attachment F
Planning*Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO*
5. Designer Selection
 - Marsico Hall 9.4T MRI Attachment G
 - Energy Management Control Systems Attachment H*Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO*
6. Approval of Associated Entity Status Attachment I
Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO

FOR INFORMATION ONLY (No formal action is requested at this time)

1. Preliminary Design Review Attachment J
 - Kenan-Flagler Business School – McColl Addition and Renovations
Evan Yassky, Executive Director and University Architect
2. Development Report
David Routh, Vice Chancellor for University Development
3. Budget Update
Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO

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Administrative Liaison:

*Nathan Knuffman, Vice Chancellor for Finance and Operations & CFO
David Routh, Vice Chancellor for University Development*

ATTACHMENT A

SUMMARY CHANGES OF THE ORDINANCE REGULATING TRAFFIC AND PARKING

1. Housekeeping item(s):

- date changes
- strike 2020-2021 prices
- minor language updates

2. Article I. General Provisions

Sec. 1-1. Definitions (also see Sec. 5-2)

- Update to Bicycle and Electric Two-Wheeled Vehicle definitions allowing electric bicycles on sidewalks.
- Add virtual permit under permit definition.

Sec. 1-2. Statutory Background Delegating Authority

Allow Chancellor flexibility to make changes during emergencies.

Sec. 1-5. Filing of Ordinance and Regulations

Providing printed copies based on General Statute requirement; other entities have website access to digital copy of Ordinance

3. Article III. Parking

Sec. 3-1. Method of Parking

Requires a license plate to be visible when a vehicle back-end parks, allowing mobile license plate recognition technology to read plate information for virtual permitting.

Sec. 3-4. Parking Fees

- Strike 2020-21 and 2021-22 weeknight parking fee increases for students (the Department did not collect the fees).
- Added Flex Parking Fee for employees parking on campus three (3) days or less per week.

RECOMMENDED ACTION:

A motion to adopt the Ordinance Regulating Traffic and Parking effective August 1, 2021.

The Ordinance Regulating Traffic and Parking on the Campus of The University of North Carolina at Chapel Hill

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INTRODUCTION

This Ordinance defines the general operations and policies for traffic and parking on the campus of The University of North Carolina at Chapel Hill. The provisions set forth in this Ordinance are designed to ensure the safety and protection of all users of the traffic and parking system.

Effective Date - August ~~15, 2020~~1, 2021

Be it ordained by the Board of Trustees of The University of North Carolina at Chapel Hill, pursuant to Chapter 116, Article 1, Part 6 of the General Statutes of the State of North Carolina:

ARTICLE I. GENERAL PROVISIONS

Sec. 1-1. Definitions

The words and phrases defined in this section have the meaning indicated when used in this Ordinance, unless the context clearly requires another meaning:

1. “Bicycle” means every device propelled, at least in part by human power, upon which any person may ride, and supported by either two tandem or three wheels, one of which is sixteen inches or more in diameter. “For the avoidance of doubt, Bicycle includes “electric assist bicycle.” “Abandoned bicycles” are those which have not been moved from the same location for a period of two weeks or longer.

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2. “Booting” means to immobilize a Vehicle through the use of a device designed be attached to the rear tire or wheel to render the Vehicle inoperable.

3. “Campus” means all property that (i) is owned or leased in whole or in part by The State of North Carolina and (ii) is subject to the general oversight of the Board of Trustees of the University excepting and excluding:

- (a) property leased to another not located within one of the areas set out in Sec. 3-3;
- (b) the University Lake watershed; and
- (c) property held for use as an official residence for administrative officers of the University.

4. “Chancellor” means the Chancellor of the University.

5. “Electric Two-Wheeled Vehicle” means any Motorized Two-Wheeled Vehicle that is propelled by means of a battery powered motor, including, without limitation, Segways, ~~electric standup scooters, and electric assisted Bicycles~~ and electric standup scooters. For the avoidance of doubt, electric two-wheeled vehicle does not include electric assist bicycles.

6. “Electric Vehicle” means any Vehicle that is propelled, partially or exclusively, by means of a battery powered motor.

7. “General Statutes” or “G.S.” means the General Statutes of the State of North Carolina.

8. “Internal Combustion Two-Wheeled Vehicle” means any Motorized Two-Wheeled Vehicle that is propelled by means of an internal combustion motor, including, without limitation, ~~motoreycles~~ Motorcycles, mopeds, motorbikes, and scooters.

9. “Main Campus” means the portion of the Campus where the Old Well is located and all other portions of Campus contiguous thereto by University ownership or lease that are north of Fordham Boulevard. For purposes of illustration, this definition is intended to include the portions of Campus commonly referred to as “North Campus” and “South Campus,” and exclude ~~the~~ without limitation ~~the~~ portions of Campus commonly referred to as “Carolina North,” the “Mason Farm Property,” and “University Lake.”

10. “Motorcycle” means any Motorized Two-Wheeled Vehicle that has an engine size exceeding 150 cubic centimeters.

11. “Motorized Two-Wheeled Vehicle” means any two-wheeled (or three-wheeled) Vehicle that is self-propelled by means of an internal combustion motor or a battery powered motor, and is capable of carrying passenger(s), including, without limitation, Internal Combustion Two-Wheeled Vehicles and Electric Two-Wheeled Vehicles.

12. “Park” means to leave a Vehicle unattended by any person authorized to, or capable of, moving it immediately upon the direction of a law enforcement or parking control officer. Notes in Vehicles, activated hazard lights, or a running engine do not render a Vehicle “attended.”

13. “Parking Coordinator” means a department-assigned staff member who acts as liaison with the ~~University~~ University’s Department of Transportation and Parking.

14. “Parking Permit” means any identification assigned by the Department of Transportation and Parking to be either displayed on a Vehicle or virtual permit (via registered license plate) for parking legally on the Campus.

15. “State-owned Vehicles” are all Vehicles, including service Vehicles, owned by the State of North Carolina or any political subdivision thereof.

16. “T&P” or “Department” means the University’s Department of Transportation and Parking.

17. “University” means The University of North Carolina at Chapel Hill.

18. “Vehicle” means any device by which a person may be transported upon a roadway, except (a) Bicycles and other devices moved by human power, and (b) devices used as a means of transportation by a person with a mobility impairment and limited by design to travelling no more than 15 miles per hour.

19. “Visitor” means any individual other than a student or employee of either the University or UNC Health and any of their contract or temporary employees.

Sec. 1-2. ~~North Carolina Motor Vehicle Laws; Regulating; Delegating~~ Statutory

1. The laws of Chapter 20 of the General Statutes and associated regulations relating to the use of highways of the State and the operation of motor vehicles thereon apply to all streets, alleys, driveways, ~~parking lots,~~ and parking ~~structures~~ facilities on University property.

2. The ~~Board of Trustees of The University of North Carolina at Chapel Hill, through its designee, the~~ Chancellor, is authorized to adopt and promulgate such rules and regulations, ~~take emergency actions to protect the health and safety of the University community,~~ and to establish such administrative procedures as he/she/~~they~~ may deem necessary or advisable for the administration, interpretation, and enforcement of this Ordinance.

3. The Chancellor may delegate administrative responsibilities imposed on him/her/~~them~~ by this Ordinance to the Director of ~~Public Safety,~~ the ~~Director of Transportation~~ Department and ~~Parking, and/or~~ others as designated by the Chancellor.

4. ~~The Department of Transportation and Parking operates twenty-four hours a day, seven days a week.~~ In-office and virtual customer service ~~is~~ functions are available from 7:30 a.m. until 5:00 p.m., Monday through Friday, except on University-recognized holidays and as otherwise posted. Regulations may be enforced at any time deemed necessary by special event activities or other circumstances.

Sec. 1-3. Posting Notice of Ordinance and Regulations

The Chancellor, through his/her/~~their~~ designee(s), shall cause to be posted a public notice of traffic and parking restrictions imposed by or pursuant to the authority of this Ordinance and by Chapter 116, Article 1, Part 6 of the General Statutes. Once posted, these restrictions are in effect at all times unless otherwise stated.

Sec. 1-4. Publications of Ordinance and Regulations

The Chancellor, through his/her/~~their~~ designee(s), shall cause copies of this Ordinance and regulations issued pursuant hereto to be ~~printed and made available to students, faculty, and employees of the University in the lobby of the Department of Public Safety building. In addition, this Ordinance shall be~~ posted on the website of the Department of ~~Transportation and Parking.~~

Sec. 1-5. Filing of Ordinance and Regulations

A copy of this Ordinance and all regulations issued hereunder, except temporary police regulations, shall be filed in and with:

1. the Office of the President of The University of North Carolina; and
- ~~2. the Office of the Chancellor of The University of North Carolina at Chapel Hill;~~
2. the Office of the Secretary of the State of North Carolina;

4. ~~the Office of the University Director of Transportation and Parking; and~~

Sec. 1-6. Liability

The University assumes no liability or responsibility for damage or theft to any Vehicle, Bicycle, other device moved by human power, or device used as a means of transportation by a person with a mobility impairment parked in or on University properties subject to the jurisdiction or control of the Board of Trustees of the University. The provisions of this Ordinance shall apply to all operators of all Vehicles, public and private, and they shall be enforced twenty-four hours a day except as otherwise specified by this Ordinance. It shall be unlawful for any operator to violate any of the provisions of this Ordinance except as otherwise permitted by ~~The~~this Ordinance or General Statutes.

The operator of any Vehicle, Bicycle, or other device moved by human power shall obey the lawful instruction of any law enforcement officer, parking control officer, official traffic signs or control devices appropriately placed, and in accordance with provisions of ~~these regulations~~this Ordinance.

Sec. 1-7. Cooperation with Civil Authorities

The Chancellor and his/her~~their~~ designees(s) shall cooperate with all law enforcement authorities of the State of North Carolina and its political subdivisions in enforcing this Ordinance and issuing regulations hereunder. ~~When~~If the Town of Chapel Hill enacts an ordinance that, pursuant to G.S. § 116.44.5, supersedes any portion of this Ordinance or any regulation issued hereunder, the Chancellor's ~~designees~~designee(s) shall, upon receiving a copy of such ordinance from the Town Clerk, immediately cause to be removed all parking meters, signs, and other devices or markings erected or placed on a public street by authority of the superseded ~~ordinance or regulations~~regulation(s).

Sec. 1-8. Rules of Evidence

When a Vehicle is found to be in violation of this Ordinance, it shall be considered prima facie evidence that the Vehicle was parked by:

1. the person to whom the University parking permit for the Vehicle is registered;
2. if no parking permit has been issued for the Vehicle, the person, ~~company,~~ corporation or firm entity in whose name the Vehicle is registered with the North Carolina Division of Motor Vehicles or the corresponding agency of another state or nation; or
3. ~~the son, daughter, spouse, or ward~~any relation of the registered owner enrolled in or employed with the University or UNC Health.

The prima facie rule of evidence established by this Section 1-8 shall not apply to the registered owner of a leased or rented Vehicle when said owner can furnish evidence that the Vehicle was, at the time of the parking violation, leased or rented to another person. In such

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instance, the owner of the Vehicle shall, within reasonable time after notification of the parking violation, furnish the Department of Transportation and Parking with the name and address of the person or company who leased or rented the Vehicle.

Sec. 1-9. Trust Accounts

All monies received pursuant to this Ordinance, except for the clear proceeds of civil penalties that are required to be remitted to the Civil Penalty and Forfeiture Fund in accordance with G.S. § 115C-457.2, shall be placed in trust accounts and may be used for the following purposes:

1. to defray the cost of administering and enforcing this Ordinance and Chapter 116, Article 1, Part 6 of the General Statutes;
2. to develop, maintain, and supervise parking lots, areas and facilities;
3. to provide bus service or other transportation systems and facilities, including payments to any public or private transportation system serving University students, faculty, or employees;
4. as a pledge to secure revenue bonds for parking facilities issued under Chapter 116, Article 21, of the General Statutes; and/or
5. for any other purpose related to parking, traffic, and transportation on the Campus as authorized by the Chancellor or his/her their designee(s).

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Sec. 1-10. Parking on Streets or Roads of the Town of Chapel Hill

Except as expressly permitted by this Ordinance, it is unlawful for any person to park a Vehicle:

1. on the Campus; or
2. on those portions of the following streets in the Town of Chapel Hill where parking is not prohibited by the ordinance(s) of the Town of Chapel Hill:
 - a. both sides of Battle Lane for its entire length;
 - b. both sides of South Road from Country Club Road to South Columbia Street;
 - c. both sides of Country Club Road from Raleigh Street to South Road;
 - d. both sides of Raleigh Street for its entire length;
 - e. both sides of Pittsboro Street for its entire length;
 - f. both sides of Boundary Street from East Franklin Street to Country Club Road;
 - g. both sides of Park Place for its entire length;
 - h. both sides of South Columbia Street from East Franklin Street to Manning Drive;
 - i. both sides of Cameron Avenue from Raleigh Street to South Columbia Street;
 - j. both sides of McCauley Street from South Columbia Street to Pittsboro Street;
 - k. both sides of Ridge Road between Country Club Road and Manning Drive; and

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1. all sidewalks.

Nothing in this Ordinance shall be construed as recognition by the Board of Trustees of the University as a prescriptive easement in any street specifically named herein.

ARTICLE II. PAYMENTS AND COLLECTIONS

Sec. 2-1. Payment Methods

Payments owed to the Department ~~of Transportation and Parking~~ may be made in the following ways (the Department ~~of Transportation and Parking~~ reserves the right to change payment methods for operational efficiency):

1. cash (not recommended to be sent through the mail) except unrolled coins (receipts will not be given until coins are properly rolled);
2. checks or money orders (payable to the Department ~~of Transportation and Parking~~);
3. automatic payroll deduction for ~~University and UNC Health~~ employees unless the employee provides payment to the Department ~~of Transportation and Parking~~ at the time the permit is issued;
4. University Journal Entry (to be used by University departments for transferring funds);
5. University Departmental Direct Fund Transfers (following ~~T&P~~ Department Accounting Services guidelines);
6. ~~Department~~ Validation Coupons ~~from other University units or departments~~;
7. credit card (MasterCard, VISA, and Discover only);
8. UNC One Card;
9. online and pay-by-phone payments;
10. automated pay stations; and
11. mobile device payment.

Sec. 2-2. Pay Lots After-Hours

1. Vehicles Exiting Unattended Pay Lots After-Hours. Vehicles exiting pay parking ~~lots~~ facilities after pay attendant operations have closed and ~~when~~ the gates are lowered must pay for all parking fees incurred by utilizing the automated pay stations to process the payment for parking fees.

2. Failure to Pay Upon Exiting a Pay Lot. The owner of any Vehicle exiting a ~~visitor or patient~~ parking facility without paying or otherwise having parking validated will be sent a billing notice for a full day's parking.

Sec. 2-3. Replacement Fee

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A lost or stolen parking permit (a) must be reported immediately to the Department of ~~Parking and~~ (b) an affidavit must be filed ~~with the Department~~. A lost permit will be replaced at a \$25.00 or the face value of the permit, whichever is less. The replacement fee shall be refunded if the missing permit is found and returned to the Department of ~~Transportation and Parking~~.

A permit reported stolen will be replaced free of charge on a one-time only basis. In order for a stolen permit to be replaced free of charge, a police report must be filed for such permit. Permits reported lost or stolen may not be replaced without the approval of the Director of the Department of ~~Transportation and Parking~~ or his/her/~~their~~ designee-(s).

Sec. 2-4 Returned Checks

Any payment made by a check that is returned by the bank and not cleared upon notification shall necessitate that a hold be placed with the University Registrar or that the amount be deducted from a ~~University or UNC Health~~ employee's paycheck. Returned checks of non-affiliated individuals or companies will be forwarded to a collection agency if not cleared upon notification. A \$25.00 service charge shall be imposed for all returned checks.

Sec. 2-5 Collection Methods

No parking permit may be issued to any individual who has outstanding debts to the Department of ~~Transportation and Parking~~. The Department of ~~Transportation and Parking~~ may reduce or retain any refund from the cancellation of a permit to clear all outstanding balances associated with the account. Failure to pay debts within the required time frame may result in the University arranging for the collection of fees assessed against ~~faculty, staff~~employees, students, and visitors in the following manner:

1. ~~A~~a debt owed by ~~employees of the University and UNC Health~~an employee may be deducted from the employee's payroll checks;
2. ~~A~~a debt owed by a University student necessitates that a "hold" status be placed with the University Registrar;
3. ~~The~~the Attorney General for the State of North Carolina may recommend the use of a collection agency to collect debts from individuals whose debts may not be collected by payroll deduction or by other means;
4. ~~Failure~~failure to pay civil penalties or other just debts owed to the Department of ~~Transportation and Parking~~ within ten calendar days of the date of the citation(s) or incurrence of the debt will result in a \$10.00 late payment fee being assessed on each unpaid citation or other transaction; and
5. ~~A~~a debt owed by any individual who is not eligible for payroll deduction may be subject to the garnishment of any North Carolina State income tax refund due and owing to that individual.

Sec. 2-6 Civil Suits for Recovery of Penalties

When the Chancellor in his/her/~~their~~ sole judgment determines that civil penalties validly imposed for violation of this Ordinance cannot or will not be collected through normal

administrative procedures, he/she/~~they~~ may request the Attorney General ~~for the State~~ of North Carolina to bring a civil action against the offender in the name of the State of North Carolina for the recovery of the penalty.

ARTICLE III. PARKING

Sec. 3-1. Method of Parking

The Chancellor, or his/her/~~their~~ designee(s), shall cause each area in which parking is permitted by this Ordinance to be surveyed and developed for parking. Each parking space shall be defined by appropriate signs and painted lines (when the parking ~~area~~ facility is paved). Parking spaces in unpaved ~~lots~~ parking facilities will be marked by wheelstops. When parking spaces have been marked in the area in which parking is lawful, Vehicles shall be parked within the spaces so designated at all times.

1. Some spaces shall be marked for compact Vehicles. These spaces shall be fifteen feet in length and five feet in width, with two and one-half feet of hatching between spaces. It is unlawful for any Vehicle to occupy more than the five-foot portion of the compact space. Signs shall be posted or on-ground markings shall designate compact spaces.
2. It is a violation of this Ordinance to occupy portions of more than one space when such spaces are defined by painted lines. It is also a violation of this Ordinance to park in any portion of the area not clearly designated for parking.
3. When spaces are painted at an angle (diagonally) to a street curb or dividing median, Vehicles must park with the front of the Vehicle next to the curb or median. When parking spaces are parallel to a curb or dividing median, Vehicles must park with the front of the Vehicle facing the direction of travel authorized for that side of the street or driveway.
4. It is a violation of this Ordinance to backend park a Vehicle in any parking space on ~~campus~~ Campus if said Vehicle does not also display a current ~~and valid~~ front license plate ~~that matches the back plate that is either (i) issued by the North Carolina Division of Motor Vehicles or the corresponding agency of another state or nation, or (ii) purchased through the Department~~ (https://move.unc.edu/about/technology/virtual-permits/).

Sec. 3-2. Disabled Vehicles

It is unlawful to leave a disabled Vehicle parked in violation of this Ordinance without immediately notifying the Department ~~of Transportation and Parking~~. If the Vehicle is obstructing traffic, in a reserved space, or creating a hazard, it must be moved immediately.

No Vehicle will be placed on the disabled Vehicle list more than one time per month unless the operator will accept assistance from the Department ~~of Transportation and Parking~~ or

a tow firm. Persons who exceed the limitation for placing ~~their~~ Vehicle on the disabled Vehicle and do not accept assistance shall be subject to the appropriate penalty if the Vehicle remains parked in violation of this Ordinance. If the Department ~~of Transportation and Parking~~ has permits available for the ~~let~~parking facility in which the Vehicle is parked, the operator may be required to purchase a permit rather than be placed on the disabled Vehicle list.

Sec. 3-3. Parking Zones

Any person parking a Vehicle in ~~the~~ parking ~~lots and areas~~facility described in this Section 3-3 must possess the appropriate permit for that ~~lot or parking area~~facility during those days and hours specified at the entrance to such ~~lots or areas parking facility~~. Any Vehicle parked without possessing a valid permit is subject to the issuance of a civil penalty, Vehicle immobilization/booting, and/or towing.

If the assigned zone is full, a temporary permit for an alternate zone may be obtained from the Department of Transportation and Parking, located in the Public Safety building ~~located off Manning Drive~~ (285 Manning Drive, Chapel Hill, NC 27599). UNC Health employees may obtain temporary permits from the UNC Hospital Parking Office.

It is unlawful for any person to park a Vehicle within any zone other than the one authorized by the appropriate permit. Any person possessing a valid special permit obtained through the Department of Transportation and Parking may park as indicated by use of those permits and their related restrictions. All Main Campus permits shall also be valid in any R Zone lots, excluding R2 lots.

A guide that summarizes the regulations and a map depicting the University's parking zones is available on the [Department of Transportation and Parking Department's](https://www.move.unc.edu) website (move.unc.edu). The University's parking zones are as follows:

Zone A	Aycock Circle
Zone A	Battle Lane
Zone A	Spencer
Zone BD	Business School Deck
Zone BTD	Bell Tower
Zone Bicycle	Areas designated by bicycle racks or specifically designated bicycle
Zone PR	Chatham County Park and Ride
Zone PR	Friday Center Park and Ride
Zone PR	Friday Center South Park and Ride
Zone PR	Franklin Street Park and Ride
Zone PR	Hedrick Park and Ride
Zone PR	725 Martin Luther King Blvd.
Zone CD	Craige Deck
Zone FC	Fraternity Court
Zone FG	EPA Gated

Zone JD	Jackson Deck	▶
Zone K	Ehringhaus	▶
Zone KSD	Knapp-Sanders Deck	▶
Zone L	Craige	▶
Zone L	Morrison Circle	▶
Zone M	Hinton James	▶
Zone MC	Areas designated for Motorized Two-Wheeled Vehicles	▶
Zone MD	McCauley Deck	▶
Zone ND	Cobb Deck	▶
Zone NG1	Swain	▶
Zone NG3	Caldwell	▶
Zone NG3	Steele	▶
Zone N1	440 North	▶
Zone N1	440 South	▶
Zone N2	Morehead Planetarium	▶
Zone N2	Porthole	▶
Zone N3	Alumni Place	▶
Zone N3	Bynum	▶

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Zone N3	Emerson Drive
Zone N3	Hickerson House
Zone N3	Lenoir Drive
Zone N3	Love House
Zone N3	Peabody
Zone N5	Boundary Street
Zone N5	Forest Theater
Zone N5	Park Place
Zone N7	University Relations
Zone N7	Nash
Zone N8	Undergraduate Library
Zone N9	International Studies
Zone N10	University Development
Zone N11	New Venable
Zone PD	Cardinal Deck
Zone RD	Rams Head Deck
Zone RR	Estes Resident
Zone R1	Electrical Distribution
Zone R1	Energy Services
Zone R1	Physical Plant
Zone R2	Art Building
Zone R2	Administrative Office Building
Zone R3	Cameron-Graham
Zone R3	Cogeneration Facility
Zone R4	Frank Porter Graham
Zone R5	200 Finley Golf Course Road
Zone R5	212 Finley Golf Course Road
Zone R5	220 Finley Golf Course Road
Zone R6	Continuing Education
Zone R6	Day Care Center
Zone R6	School Leadership Program
Zone R6	WUNC
Zone R7	Bolin Creek
Zone R7	725 Airport Rd.
Zone R8	Hedrick Building
Zone R9	Cone Tennis Facility
Zone R10	Chapel Hill North
Zone R12	Carolina North
Zone SFH	Baity Hill
Zone SFH	Mason Farm Residence
Zone S3	Knapp
Zone S3	Law School
Zone S3	Navy Field
Zone S3	Ridge Road
Zone S3	Law Programs
Zone S4	Stadium Drive
Zone S4	Avery
Zone S5	Carmichael Drive
Zone S6	Bioinformatics
Zone S6	EPA
Zone S6	EPA Loading
Zone S6	Glaxo

Zone S6	Isaac Taylor	◀
Zone S6	Mason Farm Road	◀
Zone S6	South Chiller	◀
Zone S8	Kenan Field House	◀
Zone S9	Dean E. Smith	◀
Zone S10	Boshamer	◀
Zone S11	Bowles	◀
Zone S11	Manning	◀
Zone S11	Smith	◀
Zone S11	Williamson	◀
Zone S12	Bernard Street	◀
Zone S12	Branson Street	◀
Zone S12	Community Building	◀
Zone S12	Hibbard Drive	◀
Zone S12	Jackson Circle	◀
Zone S12	Mason Farm Road	◀
Zone S12	Branson Overflow	◀
Zone S12	Community Building	◀
Zone S12	Mason Farm Overflow	◀
Zone WN	Weeknight Parking	◀
Zone T	Outdoor Recreation	◀
Zone W	Beard	◀

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Pursuant to Section 1-2, the Chancellor, through his/her/their designee(s), may modify parking zones by adding or deleting University parking areas/facilities from such zones, and may change traffic flow patterns and hours of operation as deemed necessary or advisable for the administration or enforcement of this Ordinance.

Sec. 3-4. Parking Fees

1. Parking Permit Fees. Parking permit fees for ~~University and UNC Health~~ employees are established based on an employee's base salary as of April 1st prior to the beginning of the permit year. The salary scale determined on April 1st will be used for the entire permit year and will not change if salary changes occur during the permit year. If an employee's employment begins after April 1st, the employee's starting day base salary will be used to determine the parking permit fee.

2. Flex Parking Fees. Parking permit fees for employees with a gated, nongated, park-and-ride, or weeknight permit may be reduced to recognize hybrid/flex schedules and reduced on-Campus presence. Such flex parking fees are calculated based on three (3) days or less parking per week. Departments/units are responsible for verifying an employee's reporting schedule when requesting flex parking fees. It is a violation of this Ordinance for an employee to exceed three (3) days of parking within a week with this type of permit. An employee found in violation will be subject to the cancellation of the flex parking permit and required to purchase a full week permit.

The student parking permit fees shall be charged as follows:

Permit Type	2020-2021	2021-2022	
Reserved		\$749	\$749
Gated		\$605	\$605
Non Gated		\$461	\$461
RR (Estes Drive)		\$347	\$347
PR		\$234	\$234
WN (Weeknight Parking)*		\$0	\$0
Motorcycle Permit (no on- campus Campus permit)		\$192	\$192
Motorcycle (with on- campus Campus permit)		\$48	\$48
Motorized Two-Wheeled Vehicle (non-Motorcycle)		\$26	\$26
Electric Vehicle Charging Station Decal**		\$268	\$268

* This student permit fee for weeknight parking is waived with the across the board student weeknight parking fee adopted as a component of student fees at the level of \$4/semester in 2020-2021, and \$5/semester in 2021-2022.

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** The Electric Vehicle charging station ~~decal~~virtual permit fee is supplemental to the base parking permit fee. Electric Vehicle users who have purchased this ~~decal~~virtual permit are entitled to use the charging station equipment/space and receive electricity to recharge their Vehicle's battery. After the battery has been fully charged, Electric Vehicle users are encouraged to relocate their Vehicle to a different location in the parking facility to allow other Electric Vehicle users access to the charging station.

The employee parking permit fees shall be charged as follows:

Permit Type	Salary Scale (in thousands)	2020-2021	2021-2022
ALG/RS	<\$32		\$1,097 \$1,097
	\$32-<\$50		\$1,208 \$1,208
	\$50-<\$100		\$1,524 \$1,524
	≥\$100		\$2,355 \$2,355
ALG	<\$32		\$823 \$823
	\$32-<\$50		\$907 \$907
	\$50-<\$100		\$1,143 \$1,143
	≥\$100		\$1,766 \$1,766
Reserved	<\$32		\$739 \$739
	\$32-<\$50		\$816 \$816
	\$50-<\$100		\$1,029 \$1,029
	≥\$100		\$1,590 \$1,590
Gated	<\$32		\$597 \$597
	\$32-<\$50		\$658 \$658
	\$50-<\$100		\$831 \$831
	≥\$100		\$1,284 \$1,284
Non Gated	<\$32		\$453 \$453
	\$32-<\$50		\$500 \$500
	\$50-<\$100		\$628 \$628
	≥\$100		\$972 \$972
RFS/ALG	N/A		\$341 \$341
PR	<\$32		\$234 \$234
	\$32-<\$50		\$258 \$258
	\$50-<\$100		\$309 \$309
	≥\$100		\$402 \$402
Weeknight Parking	<\$32		\$234 \$234
	\$32-<\$50		\$258 \$258
	\$50-<\$100		\$309 \$309
	≥\$100		\$402 \$402
Weeknight Parking (CAP)	N/A		\$25 \$25

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Permit Type	Salary Scale (in thousands)	2020-2021	2021-2022
Motorcycle Permit (no on-campus permit)	<\$32	\$191	\$191
	\$32-<\$50	\$208	\$208
	\$50-<\$100	\$263	\$263
	≥\$100	\$406	\$406
Motorcycle Permit (with on-campus permit)	<\$32	\$43	\$43
	\$32-<\$50	\$48	\$48
	\$50-<\$100	\$59	\$59
	≥\$100	\$91	\$91
Motorized Two-Wheeled Vehicle (non-Motorcycle) Permit	<\$32	\$26	\$26
	\$32-<\$50	\$26	\$26
	\$50-<\$100	\$26	\$26
	≥\$100	\$26	\$26
Electric Vehicle Charging Station Decal*	N/A	\$268	\$268

* The Electric Vehicle charging station ~~decals~~ virtual permit fee is supplemental to the base parking permit fee. Electric Vehicle users who have purchased this ~~decals~~ virtual permit are entitled to use the charging station equipment/space and receive electricity to recharge their Vehicle's battery. After the battery has been fully charged, Electric Vehicle users are encouraged to relocate their Vehicle to a different location in the parking facility to allow other Electric Vehicle users access to the charging station.

The employee flex parking permit fees shall be charged as follows:

Permit Type	2020-2021 Salary Scale (in thousands)	2021-2022
15 Minute Service Permit Gated	\$82-<\$32	\$82597
2-Hour Service Permit	\$658-32-<\$50	\$658
Official Visitor Permit	\$658-50-<\$100	\$658831
Vendor Service Permit	\$816->\$100	\$8161,284
Non Gated	<\$32	\$453
	\$32-<\$50	\$500
	\$50-<\$100	\$628
	≥\$100	\$972
PR	<\$32	\$234
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402

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Permit Type	2020-2021 Salary Scale (in thousands)	2021-2022
Weeknight Parking	<\$32	\$234
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402

	2021-2022
15 Minute Service Permit	\$82
2-Hour Service Permit	\$658
Official Visitor Permit	\$658
Vendor Service Permit	\$816

The Chancellor, through his/her/their designee(s), is authorized to change permit prices (higher or lower) ~~once per permit year prior to the beginning of the permit year as he/she/they determines is reasonable and appropriate in his/her/their discretion.~~ Notice of such change shall be given at least 60/30 days prior to the ~~beginning of the permit year enforcement of such change~~ and will be posted on the Department's website (<https://move.unc.edu/>). Any such change shall be reported to the Board of Trustees for information and shall be recorded in the minutes of the Board of Trustees as an amendment to this Ordinance.

2.3. Short Term Parking and Special Event Parking Fees. Fees for short term parking and ~~special~~ event parking shall be charged as follows:

Short Term and Special Event Parking Fees	
Service	Fee
Metered Space Parking	<ul style="list-style-type: none"> \$1.75 activation fee per hour (maximum of eight hours). All short-term meters across campusCampus shall be \$1.00 per half-hour, and the maximum time for meter parking at these meters will be thirty minutes.
Electric Vehicle Charging Station Usage by Visitors on Nights and Weekends	<ul style="list-style-type: none"> \$0.75 per hour of battery charging (This fee does not apply to those who have purchased an Electric Vehicle charging station decal)
Hourly/Daily Pay Parking	
Dogwood Deck, Ambulatory Care Center Lot +	<ul style="list-style-type: none"> \$1.50 per hour with a daily maximum (or lost ticket) of \$10.00 No charge for visits of less than 15 minutes
Morehead Lot, Raleigh Road Visitor Lot, Rams Head Deck	<ul style="list-style-type: none"> \$1.75 per hour No charge for visits of less than 5 minutes
Parking Validation Coupons	
Visitor Campus Parking Areas Facilities (valid at Morehead Lot, Raleigh Road Visitor Lot, and Rams Head Deck)	<ul style="list-style-type: none"> \$1.75 for one hour coupon \$14.00 for one-day (8 hour) coupon

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Short Term and Special Event Parking Fees	
Service	Fee
Patient Care Parking Areas Facilities (valid at Dogwood Deck and ACC Lot)	<ul style="list-style-type: none"> \$1.50 for one hour coupon \$10.00 for one-day (8 hour) coupon
Space Reservations made by University Units in Pay Lots and Pay Decks	
Morehead Lot, Raleigh Road Visitor Lot, Rams Head Deck	<ul style="list-style-type: none"> \$8.00 per half day (4 hours) \$16.00 per day (8 hours)
Special Event Parking	
Car	<ul style="list-style-type: none"> \$20 (maximum fee)
Limousine	<ul style="list-style-type: none"> \$30 (maximum fee)
RV	<ul style="list-style-type: none"> \$40 (maximum fee)
T&P assistance with chartering bus service with local companies	<ul style="list-style-type: none"> \$25 (plus actual cost of charter services provided)
T&P Monitoring Service	<ul style="list-style-type: none"> \$27 per hour, with a 3-hour minimum, for each monitor assigned
Reserving Meters – T&P may reserve meter spaces for an event	<ul style="list-style-type: none"> \$8.00 per meter for half a day \$16.00 per meter for full day
Small Event Daily Permit Fees	<ul style="list-style-type: none"> \$6 per permit5 for on-campusdaily non-visitorsgated Campus permitted parking lots-will be charged to the sponsoring department. \$7 for daily gated Campus permitted parking lots.
Equipment Set-up	<ul style="list-style-type: none"> \$17 per hour per staff person. \$40 fee per sign, which includes set-up, will be charged to the sponsoring department.

+The maximum daily parking fee for the Dogwood Parking Deck and/or the Ambulatory Care Center Lot may be changed from time to time by mutual agreement of the Department and UNC Health.

Sec. 3-5. Event Parking

The Chancellor, through his/her/~~their~~ designee(s), may cause any ~~lot~~parking facility to be reserved to accommodate event parking (e.g., for concerts, plays, athletics, and other ~~similar~~ events). The applicable fee(s) are set forth in Section 3-4. Excluded from ~~this fee~~these fees are ~~lots~~parking facilities approved for use under Section 3-5.2 (i.e., football and basketball parking).

Parking in certain ~~lots or~~ areas will be reserved by Campus units for events held in Campus venues and facilities for specifically authorized persons. Management of the ~~lots or~~ areas is the responsibility of the Department ~~of Transportation and Parking.~~ Event permits may be required and shall be issued and controlled by the Department ~~of Transportation and Parking,~~ as applicable.

The Director of ~~Transportation and Parking~~the Department is authorized to remove and/or cite Vehicles parked in reserved spaces prior to football and basketball games pursuant to Section 3-20. On the day ~~that the~~such relocation occurs, a list of all relocated Vehicles will be available

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at the Department ~~of Transportation and Parking in the Department of~~ the Public Safety building.

1. Notification to Permit Holders. The Chancellor, through his/her/~~the~~ designee(s), will take one or more of the following steps to inform permit holders of event parking policies:

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- a. information electronically mailed to all permit holders affected by event parking;
- b. informational signs posted at the entrances to ~~lots~~areas reserved for events;
- c. press releases;
- d. information posted on the website of the Department ~~of Transportation and Parking~~; and
- e. other methods as appropriate.

2. Football and Basketball Game- Day Parking

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- a. The Chancellor, through his/her/~~the~~ designee(s), may reserve in advance parking ~~lots~~facilities for use by authorized persons during times designated for football ~~or basketball~~ home game day operations. Game-day permits are issued and controlled by the Athletic Department, Educational Foundation, the Chancellor's Office, and the Department ~~of Transportation and Parking~~. Vehicles without the appropriate authorization or credentials are not permitted in the affected ~~lots~~areas during ~~home~~ game days.
- b. Certain parking ~~lots~~facilities will be designated and reserved in advance for use by working employees who have permits for ~~lots~~areas that have been reserved for events and others as defined by the Chancellor, through his/her/~~the~~ designee(s). Vehicles already parked in ~~lots~~parking facilities designated and reserved for working employees will not be required to move.
- c. Parking is prohibited at metered and permitted spaces on Main Campus roadways between the hours of 8:00 a.m. and 12:00 midnight on home football game days to accommodate routing of incoming and outgoing traffic.

3. Concerts. The Chancellor, through his/her/~~the~~ designee(s), may reserve in advance parking ~~lots~~facilities for pay parking for the public during times designated for concerts and other non-athletic events. Vehicles already parked in these ~~lots~~area are not required to move unless otherwise posted.

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4. Miscellaneous Services.

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- a. Charter Bus Services -- the Department ~~of Transportation and Parking~~ will assist with chartering ~~service for buses~~bus services with local companies, subject to the payment of applicable fee(s) described in Section 3-4.
- b. Monitor Services -- the Department ~~of Transportation and Parking~~ will arrange for monitor services for ~~small~~ events upon request of the

- sponsoring unit or department, subject to the payment of applicable fee(s) described in Section 3-4.
- c. Reserving Meters -- the Department ~~of Transportation and Parking~~ may reserve meter spaces for an event, subject to the payment of applicable fee(s) described in Section 3-4.
 - d. Permit Fees -- the Department ~~of Transportation and Parking will schedule small events may issue event permits~~ during normal regulation hours ~~upon the request of the sponsoring department~~, subject to the payment of applicable fee(s) described in Section 3-4.
 - e. Equipment Set-up -- the Department ~~of Transportation and Parking~~ will provide the necessary equipment and signs for ~~a special~~ event, including equipment set-up and removal services, subject to the payment of applicable fee(s) described in Section 3-4.

Sec. 3-6. Metered Spaces

The Chancellor, through his/her/their designee(s), may designate metered parking spaces within any parking ~~lot or area~~ facility on the Campus for general use, or on those portions of public streets as indicated in Section 1-10, and may specify the length of time for parking in each space. Meter activation is required Monday through Friday during the hours posted. On-street parking meters, off-street parking meters, and meter pay stations may be activated by ~~lawful currency of the United States, credit cards, or debit cards,~~ designated payment method(s). The applicable fees are set forth in Section 3-4.

1. Expired Meter. It is a violation of this Ordinance for any Vehicle to occupy a metered space without the meter being activated by appropriate payment.

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2. Cumulative Violations of Expired Meter. Any Vehicle in violation of Section 3-6.1 will be subject to the issuance of ~~an additional~~ citation for each additional meter activation period ~~of one hour~~ that the Vehicle occupies the space with the meter expired.

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3. Extended parking ~~Parking at meters~~ Meters. It is a violation of this Ordinance for occupy any portion of a metered space for more than twenty-four consecutive hours, regardless of ~~whether or not the~~ meter is activated ~~activation~~.

4. Abuse of meters ~~Meters~~. It is a violation of this Ordinance for any person to deface, damage, tamper with, willfully break, destroy ~~or~~, impair the usefulness of, evade without tendering due payment, or open without lawful authority any parking meter installed pursuant to this Ordinance. It is a violation of this Ordinance for any person to insert any object into a parking meter or parking pay station that is not a lawful currency of the United States or a credit/debit card.

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Sec. 3-7. Controlled-Access Zones

The Chancellor, through his/her/their designee(s), shall cause a gate to be erected at the entrance and exit of each controlled access ~~lot and each controlled access deck~~ parking facility that can be opened and closed either by assigned methods of gate-control (e.g., gate card, access

code, remote control, or license plate recognition) or by a gate attendant. It shall be unlawful to transfer or to use assigned access cards or devices for Vehicles not registered for that controlled-access zone and for that card or device. If any person uses or allows to be used his-~~or~~-her/their access card or device to knowingly enable another Vehicle to enter or exit a controlled-access zone without paying the applicable parking ~~fee~~-or permit fee, such person, in addition to being responsible for the applicable ~~parking~~ fine, may have their card-access rights to University controlled-access zones deactivated for a period of one calendar year from the date of occurrence.

It is unlawful for Vehicles to enter or park in an hourly/daily pay parking ~~area~~facility or other controlled access area during the posted operation hours without paying the appropriate fee or displaying a valid permit for that controlled-access area. Whether or not a gate is open during the hours of pay parking operation is not an indication that an unauthorized Vehicle may legally drive through and park in the gated zone.

It is unlawful for any person to deface, damage, tamper with, willfully break, destroy, impair the usefulness of, evade without tendering due payment, or open without lawful authority an entry or exit gate or equipment. ~~A \$10.00 fee will be charged for replacing damaged access mechanisms~~A fee equal to the amount of the cost of the repair or replacement of the damaged equipment will be assessed to the individual or entity responsible for such damage, in addition to the applicable parking fine.

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It shall be unlawful for a Vehicle to enter or exit a controlled-access zone by trailing immediately behind another Vehicle before the gate has an opportunity to drop (a.k.a. "tailgating") for the purpose of evading payment of the applicable parking ~~fee~~-or permit fee. It shall be unlawful to allow a Vehicle to enter or exit a controlled-access zone by tailgating behind one's own Vehicle for the purpose of knowingly enabling the second Vehicle to evade payment of the applicable parking ~~fee~~-or permit fee. ~~Violators of either of the two preceding sentences~~A tailgating violation, in addition to ~~being responsible for~~ the applicable parking fine, may ~~have their card access rights to University controlled access zones deactivated~~result in the deactivation of a violator's parking permit for a period of one calendar year from the date of occurrence.

The applicable parking fees for the University's various hourly/daily pay parking ~~lots and decks~~facilities are listed in Section 3-4. The hours of operation for each hourly/daily pay parking ~~lot or deck~~facility shall be posted at the entrance to such ~~lot or deck~~area. During holidays when the parking ~~attendants~~regulations are not ~~on duty~~in effect, the parking gates will be open, and there will be no charge for parking in the University's hourly/daily pay parking ~~areas~~facilities.

Vehicles are prohibited from parking in any hourly/daily pay parking ~~lot or deck~~facility, without prior authorization from the Department ~~of Transportation and Parking~~, for more than ~~15~~fifteen concurrent calendar days without moving from the space. If any Vehicle continues to remain parked without moving from such parking space ~~5~~five days after having been ticketed for this parking violation, such Vehicle shall be deemed abandoned and subject to impoundment procedures in accordance with Section 7.3. ~~If the Vehicle is impounded, the owner shall be responsible for both the towing fees and the parking~~ fees for such hourly/day pay parking ~~lot or deck~~facility for the applicable number of days.

1. Dogwood Parking Deck. The Dogwood Parking Deck is primarily reserved for UNC Health patient services. ~~In order to legally park in this deck, University-affiliated faculty, staff, and students must be a bona fide patient or visitor of UNC Health and display an approved permit. Permits are valid on the 4th and 5th levels and between the hours of 5:00 p.m. and 9:30 a.m., Monday through Friday and on weekends, unless otherwise posted. The maximum daily parking fee for the Dogwood Parking Deck listed in Section 3-4 may be changed from time to time by mutual agreement of the Department of Transportation and Parking and UNC Health. In order for a University-affiliated employee or student to legally park in this deck, such individual:~~

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- a. must be a bona-fide patient or visitor of UNC Health and possess a permit for affiliated parking Monday through Friday, 9:30 a.m. – 5 p.m.; or
- b. may be authorized and permitted to park on the 4th and 5th levels outside of normal patient and visitor hours (or Monday through Friday 5:00 a.m. to 9:30 p.m. and 24-hours a day on weekends), unless otherwise posted.

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2. Ambulatory Care Lot. ~~Parking is available in the~~ The Ambulatory Care Lot ~~solely for patients and visitors. Employees and students are not eligible to park in~~ is primarily reserved for UNC Health patient services. In order for a University-affiliated employee or student to legally park in this lot ~~during operational hours unless attending a medical appointment, parking facility, such individual:~~

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- permit for affiliated parking 9:30 a.m. – 5 p.m.
- b. May be authorized and permitted to park outside of normal patient and visitor hours (5:00 p.m. to 9:30 a.m., Monday through Friday and weekends), unless otherwise posted.

3. Morehead Lot. Visitors must park in ~~the~~ designated visitor spaces. ~~Faculty, Employees and~~ students ~~and staff~~ are not eligible to park in visitor parking spaces Monday through Friday from 7:30 a.m. until 5:00 p.m., unless otherwise posted. No Vehicle shall remain parked for more than a 24-hour period in the visitor spaces without exiting and paying the required ~~fees~~fee.

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4. Raleigh Road Visitor Lot. ~~Faculty, staff, Employees~~ and students ~~are not eligible to~~ may park and pay the applicable fee described in visitor parking spaces at any time when a permit is required unless otherwise posted, Section 3-4. No Vehicle shall remain parked for more than a 24-hour period in a visitor space without exiting and paying the required parking ~~fees~~fee.

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5. Rams Head Deck. Student commuter permits ~~for the deck~~ are valid ~~in the deck,~~ unless otherwise posted. Students without a commuter permit, as well as any employee or visitor, may park ~~in the Rams Head Deck~~ and pay the applicable fee described in Section 3-4. No Vehicle shall remain parked for more than a 24-hour period in the deck without exiting and paying the required ~~fees~~fee.

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6. Parking Validation Coupons and Validation Stamps. ~~Departments~~A unit or departments wishing to pay parking fees for visitors or patients may purchase validation coupons

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from the Department ~~of Transportation and Parking, which.~~ Such coupons are valid in ~~areas~~ facilities on Campus. The one-day validation coupon is valid for ~~8~~eight hours of parking. covered by the validation coupons are the responsibility of the visitor or patient. Parking validation coupons can be obtained by submitting an ~~approved~~ application and payment ~~(i.e.,~~ The fees for the ~~various~~ types of parking validation coupons are described in Section 3-4. ~~department that is~~ unable to use ~~the~~ coupons for parking in the visitor pay areas may apply for a validation stamp. This stamp is designated for use by the ~~departments-unit or department~~ to for visitors and patients. The parking charges will be billed to the hosting ~~unit or~~ department on a monthly basis ~~by the Department.~~ There will be a monthly processing fee of \$10.00 for all validation stamp accounts. Validation stamps and coupons are not to be used by employees or students ~~of the University or UNC Health,~~ and any misuse by the aforementioned persons will coupon privileges for one calendar year with no refund ~~to the unit or department.~~

7. Reserving Spaces in Controlled-Access Lots. ~~Departments-wishing~~A unit or ~~department that wishes~~ to pay for reserved spaces in the Morehead Lot, Raleigh Road Visitor Lot, or Rams Head Deck must purchase reservation coupons ~~from the Department.~~ The fees for reservation coupons are listed in Section 3-4. A half-day coupon is to be used when a visitor is arriving and leaving before 12:00 p.m. (noon). A full-day coupon is used when a visitor arrives before noon and leaves after noon or when ~~they arrive~~a visitor arrives any time after noon.

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The University leases property at locations away from Main Campus for the benefit of its ~~units and~~ departments. Under the terms of such leases, the University may obtain the right to use individual parking spaces in a parking ~~lot~~facility that remains under the control of the third party lessor. University ~~units and~~ departments at such locations may choose (collectively, if more than one department is located at the leased premises) either to provide such parking at no cost to their employees or to require employees to pay for the leased parking in order to recover the costs for obtaining and maintaining such parking. If the ~~unit or~~ department chooses to require employees to pay for parking, ~~thesuch unit or~~ department shall determine rates annually on a location by location basis. At no time shall the total fee charged to ~~University~~employees for parking at these ~~off-Main Campus~~ locations exceed the costs to the University of obtaining, maintaining, and providing these spaces. The Department ~~of Transportation and Parking~~ shall have no role in issuing permits, setting or collecting fees, or maintaining or policing ~~theseany off-Main Campus~~ spaces. The ~~leasing department's~~ administrative office ~~of such unit or department~~ will be responsible for all administrative tasks associated with the management and administration of ~~the~~ parking at these locations consistent with the lessor's policies and regulations.

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Sec. 3-14. Reserved Parking

A sufficient number of parking spaces shall be reserved to accommodate Service Vehicles, State-owned Vehicles, Motorcycles, Electric Vehicles, visitors, [disability parking](#), and to meet ~~special~~[other](#) needs as they arise. The Chancellor, through his/her/[their](#) designee(s), shall determine the ~~precise~~ location and status of reserved [parking](#) spaces. Reserved spaces for individuals or [units](#)/departments must receive approval from the Chancellor, through his/her/[their](#) designee(s). The annual fee for reserved spaces shall be defined in Section 3-4 (Permit Fees, RS spaces).

Parking at the Carolina Inn, Horace Williams Airport, School of Government, Friday Center, Kenan Center, and certain other designated University ~~lots~~[parking facilities](#), as posted, is reserved parking. Spaces are charged at the reserved rate unless otherwise provided herein.

It is unlawful for any unauthorized person to park a Vehicle in a reserved space. Notice of the reserved status of a parking space shall be prominently posted at the space. Once posted, such spaces are reserved at all times unless otherwise indicated.

1. Visitor Disability Parking. It is unlawful for non-mobility impaired affiliated individuals to display a State disability plate, State disability permit, or disabled veteran license plate. Misuse of such plates or permits shall result in the issuance of a parking citation, tow, impound, or boot. A sufficient number of parking spaces shall be reserved to meet the needs of the mobility impaired. It is unlawful to park a Vehicle in a space posted for disability parking or in a manner denying access to a disability parking space or disability access to a building or sidewalk. Public disability spaces are reserved at all times unless otherwise indicated.

2. Disability Parking for UNC Employees, Students, and Affiliates. A sufficient number of parking spaces shall be reserved to meet the needs of University and UNC Health affiliated mobility impaired persons. It is unlawful for any unauthorized person to cause a Vehicle to occupy these designated spaces [or park in a manner denying access to a disability parking space or disability access to a building or sidewalk](#).

3. Disability Parking. Employees ~~of the University or UNC Health~~ (including contract employees) and students are required to apply for and purchase the appropriate permit to park in the spaces reserved for mobility impaired employees and students.

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5. Electric Vehicle Parking. Electric Vehicle charging stations have been installed in a limited number of parking facilities on Campus. Adjacent to each Electric Vehicle charging station, one or more parking spaces shall be reserved for Electric Vehicle parking. It is unlawful to park a non-Electric Vehicle in a space reserved for Electric Vehicles.

Sec. 3-15. Visitor and Conference Parking

~~Departments~~Units and departments may request parking spaces in one of the short term visitor pay parking ~~lots~~facilities (as described in Section 3-7). Applicable fees for such spaces are set forth in Section 3-4. Parking may be available in ~~fringe lots~~parking facilities or visitor parking during the summer and academic breaks.

Sec. 3-16. Bus Stops

Sufficient areas shall be set aside for bus stops for the use of municipal and regional public transportation systems serving the University community or any bus ~~+~~/shuttle system operated by the University. The Chancellor, through his/her their designee(s), shall ~~decided~~determine the location of each bus stop. It is unlawful for any person to cause a Vehicle to occupy a bus stop for any purpose other than for which the areas are designated.

Sec. 3-17. State-owned Vehicle Parking

State-owned Vehicles may park on Campus as follows:

2. State-owned Vehicles may park in any regular parking space for no more than forty-eight hours. All State-owned Vehicles owned or assigned to the University are required to display parking permits.

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3. ~~Departments~~Units and departments with State-owned Vehicles, including utility or golf carts, are required to complete a parking permit application indicating each Vehicle ~~that it owns~~owned or ~~leases~~leased. Units and departments will be issued a permit and charged an annual fee for all Vehicles utilizing parking spaces.

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4. State-owned Service Vehicles are subject to parking actions as follows:

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~~(a)~~a. State-owned Service Vehicles are prohibited from parking in a regular parking space for more than forty-eight hours and are subject to the issuance of a civil penalty, and Vehicle immobilization, ~~+~~ booting, and/or towing fees.

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~~(b)~~b. Certain parking spaces on Campus may be restricted from use by State-owned Vehicles from time to time, in accordance with Section 3-20.

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Sec. 3-18. Motorized Two-Wheeled Vehicle Parking

Owners of Motorized Two-Wheeled Vehicles are required to purchase and display a ~~Permit~~permit and must park in designated parking ~~areas~~facilities for Motorized Two-Wheeled Vehicles. No person shall park a Motorized Two-Wheeled Vehicle in any area of Campus not designated as Motorized Two-Wheeled Vehicle parking. Motorized Two-Wheeled Vehicles may park at metered spaces upon activation of the meter. In parking ~~lots~~facilities, Motorized Two-

Wheeled Vehicles are required to park in designated Motorized Two-Wheeled Vehicle parking ~~areas~~facilities with the appropriate permit.

In the case of a person wishing to register a combination of an automobile and a Motorized Two-Wheeled Vehicle, full payment will be required for the automobile permit, but there will be a reduced charge for the additional Motorized Two-Wheeled Vehicle permit. Full payment will be required for a Motorized Two-Wheeled Vehicle permit when purchased in conjunction with a PR permit or a permit for other park and ride areas. No more than one Vehicle permit and one Motorized Two-Wheeled Vehicle permit shall be issued to any registrant.

Sec. 3-19. Bicycle Parking

1. Bicycle Registration. Employees and students ~~of the University and UNC Health~~ are required to display a Bicycle permit when bringing Bicycles to Campus. This permit is issued free of charge upon the completion of a Bicycle registration form. Bicycle parking is available throughout ~~the~~ Campus and is designated by the presence of Bicycle racks or specifically designated areas.

At the beginning of each semester, a four week warning period will be in place to allow for the registration and display of the Bicycle permits to occur. Warning tags issued by the Department ~~of Transportation and Parking~~ may be attached to a Bicycle in violation of this Ordinance. Bicycle owners finding such warning tags attached must remove the Bicycle within eight hours or it will be impounded. However, impoundment for violation of this Ordinance may be executed with or without such tags attached.

2. Improper Bicycle Parking. Any Bicycle parked in violation of this Ordinance is subject to impoundment without prior warning. Bicycles shall not be parked or stored in any location other than areas designated for Bicycle parking, including but not limited to:

- a. inside any University ~~building or facility, where an unsafe or hazardous condition is created for building occupants;~~
- b. against or attached to any tree, bush, plant, or foliage;
- c. against or attached to any electrical fixture, sign post, lamp post, railing, public seating fixture, or emergency safety device; or
- ed. in any other area where parking is prohibited specifically by this Ordinance.

Sec. 3-20. Temporary Parking Restrictions

The Chancellor, through his/her their designee(s), is authorized to temporarily prohibit parking, stopping, or standing on driveways, streets, alleys, and parking ~~lots~~facilities on Campus, and to reserve parking spaces for special use when such action is necessary due to ~~special~~ events, emergencies, or construction. Temporary signs or barriers shall be posted, and a representative of the Department ~~of Public Safety and/or the Department of Transportation and Parking~~, or other University official shall give notice of regulations issued under this section. It is unlawful for any person to violate such regulations.

1. Overnight Parking Restrictions. As specifically designated by the Department ~~of Transportation and Parking~~, parking ~~lots, parking areas, facilities~~ or parking spaces may be restricted from overnight parking to ensure availability of ~~the~~ facilities during alternate hours. Signs and/or barriers shall be posted at these locations. It shall be unlawful for any person to violate such regulations.

2. Athletic and Special Event Parking Restrictions. Certain parking ~~lots, parking areas, or parking spaces~~ facilities shall be restricted from overnight parking to ensure availability of the facilities during athletic events and other ~~special~~ events. Signs and/or barriers shall be posted at these locations. It shall be unlawful for any person to violate such regulations.

Sec. 3-21. Weeknight Parking

The Chancellor, through his/her their designee(s), may cause certain ~~lots~~ parking facilities to be reserved on weekdays after 5:00 p.m. and on weekends to accommodate weeknight parking. It is a violation of this Ordinance to park in ~~lots~~ areas that have been marked for reserved weeknight parking without a valid weeknight permit.

Sec. 3-22. Acquisition of Non-University Parking Support

The Chancellor or his/her their designee(s) is authorized to acquire by contract parking, parking management, and other ~~related~~ services from representatives owning or controlling non-University facilities.

Sec. 3-23. Idling at Air Intake Vents

It is a violation of this Ordinance for any person to cause a Vehicle to be parked on Campus with the engine running near a building's air intake louver. Signs indicating the locations of these air intake louvers shall be posted prominently. Vehicles in violation of this section are subject to the issuance of a citation.

Sec. 3-24. Signs

The Chancellor, through his/her their designee(s), shall decide on the size and appearance of parking signage located on Campus. It is a violation of this Ordinance for any person to deface, damage, tamper with, break, destroy, impair the usefulness of, remove, relocate, steal, or possess any traffic or parking sign erected by the Department ~~of Transportation and Parking~~. Possession of any such sign shall be prima facie evidence of the violation of this section. Conviction for violation of this section may result in criminal prosecution, a fine, suspension, or expulsion from the University.

Section 3-25. Leaking Vehicles

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It is a violation of this Ordinance for any person to park on Campus a Vehicle that leaks, spills, discharges, or emanates any fluid, solid, or other substance, including, but not limited to gasoline, diesel ~~fuels~~fuel, transmissions oils, or motor oils (collectively, "leaks"). Vehicles in violation of this section are subject to the issuance of a citation and the Vehicle's owner shall be responsible for any and all associated costs and expenses of such leaks, including environmental cleanup costs.

ARTICLE IV. PARKING PERMITS

Sec. 4-1. Parking Permits

The Chancellor, through his/her/their designee(s), may issue permits to park in ~~lots and areas~~parking facilities described in Section 3-3 to employees-~~or, students of the University and to employees of the UNC Health~~ and affiliated organizations operating on Campus upon payment of the appropriate fee listed in Section 3-4. Parking permits issued to employees may have a duration of one year or more. As part of the parking permit application process, applicants are required to provide the license plate number(s) of the Vehicle(s) they plan to park on Campus. Failure to register the license plate with the Vehicle(s) to which the permit is assigned is a violation of this Ordinance and will result in a citation. If a parking permit is registered to more than one Vehicle, only one Vehicle may be parked on Campus at a time. Failure to abide by this restriction is a violation of this Ordinance and will result in a citation.

All permits issued under this section are subject to limitations that may be imposed by the Chancellor, through his/her/their designee(s), under Section 3-20 (Temporary Parking Restrictions). Permits shall be allocated among the ~~faculty, students, and staff of the University, and UNC Health employees~~ in a manner that will best serve the needs of the University community as a whole. The University Departmental Parking Permit Allocation Policy is available online at <http://move.unc.edu/parking/parking-allocation-formula/>.

1. Transferring Employee Permits. If an employee transfers from one unit or department to another unit or department, the permit stays with the allocating unit or department. If the employee's new unit or department does not have a parking permit allocation, then the individual will be referred to the ~~Department of Transportation and Parking's~~Department, Registration Division for resolution.

2. Student Parking Permit Allocations. Student parking permits are distributed primarily through a lottery system in accordance with procedures posted on the T&P website. A supplemental set of student parking permits are made available for hardship cases. University student government representatives are responsible for assigning the available set of student hardship permits to students in accordance with the procedures of the student government hardship parking committee.

3. Student Parking Permit Eligibility. The following student parking permit eligibility restrictions apply:

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- a. ~~No~~ first-year undergraduate student is eligible for a permit during the academic year unless authorized ~~by the Office of the Dean of Students through the student hardship process; and~~
- b. ~~No~~ parking permit shall be issued to any student for any Vehicle that is required to be registered pursuant to Chapter 20 of the General Statutes, or the corresponding statute of ~~another~~ state ~~other than North Carolina~~ or requesting the permit provides the name of the insurer, the policy number under which the student has financial responsibility, and the student certifies that the Vehicle is at least insured at the levels set forth in G.S. § 20-279.1(11).

4. Retired Faculty/Staff Employee Permits. An allocation of a maximum of 350 permits designated as RFS/ALG will be available to retired ~~faculty and staff employees~~ applying for parking on Campus. The RFS/ALG permits are valid in permit zoned lots (excluding the Cardinal Deck) after 12:00 p.m. Retired ~~faculty and staff employees~~ interested in applying for a RFS/ALG permit must submit their request through their department coordinator. RFS/ALG permits will be distributed to departments requesting them based on the same formula that is utilized to distribute the primary parking allocations. The RFS/ALG permit fee will be as listed in the fee chart in Section 3-4.

5. Postdoctoral Fellows' Permits. Postdoctoral Fellows shall be allocated an appropriate number of permits by the Department ~~of Transportation and Parking~~. A Postdoctoral Fellow may submit a request to be issued a permit from the Postdoctoral Fellows' allocation. If there are more requests for permits than there are permits, priority will be given based on years of service with the University. ~~-Any~~ Postdoctoral Fellow not receiving a permit will be placed on a waiting list. The department in which the Postdoctoral Fellow works may assign a permit from its departmental allocation.

6. Temporary Permits. Temporary permits may be issued in areas where space is determined to be available. A fee will be charged for such temporary permits.

7. Other Agencies. Parking permit allocations may be assigned to agencies closely related but not affiliated with the University as appropriate based on determination by the Department ~~of Transportation and Parking~~. Full payment of the value of the allocation will be required prior to receipt of the permits for distribution.

Sec. 4-2. Special Specific-Use Parking Permits

The Chancellor, through his/her ~~their~~ designee(s), may issue ~~special specific-use~~ permits under the conditions and at the fees indicated in Section 3-4 to be effective for a duration of one or more years. All permits issued under this section are subject to limitations that may be imposed by the Chancellor, through his/her ~~their~~ designee(s), under Section 3-20 (Temporary Parking Restrictions). Misuse of said permits shall result in confiscation of the permit and no further permits shall be issued for the remainder of the academic year. No refunds shall be issued on

those permits requiring a paid fee. Persons found to be displaying said permits in violation of this section may be subject to a citation, tow, impoundment, or boot of their Vehicle.

1. Service Permits.

- a. Two-hour service permits are designed for use by employees who perform maintenance on equipment, deliver or install equipment, load or unload at primary work location, attend meetings away from primary work location, or have duties that cannot be met by transit or State-owned Vehicles. Use of the two-hour service permit is limited to a two-hour time limit in any one location, unless otherwise specified. DepartmentsUnits and departments may apply for two-hour service permits through the Department ~~of Transportation and Parking~~ using an application form which must be signed by the Departmentunit Director ~~/Departmentor department~~ Chair. Requests for additional permits must include justification of the need and address the reasons for the inability of transit to meet the departmentalsuch needs. Vehicles displaying a two-hour service permit may park in any unreserved parking space or any designated service permit space.

Vendors may purchase temporary (i.e., one-day) permits from the Department ~~of Transportation and Parking~~. Vehicles displaying a Vendor Permit may park in areas designated by the Department ~~of Transportation and Parking~~.

Government Vehicles displaying federal license plates are exempt from the permit requirementpermitting requirements. However, construction Vehicles are not exempt from permitting requirements; construction contractors must contact the Department ~~of Transportation and Parking~~ to arrange for appropriate parking. Construction contractors are not eligible for Vendor Permits.

3. "ALG" Permits. TheseSaid permits are issued to employees having broad, significant, Campus-wide responsibilities. ALG permits may be used in all gated and non-gated parking spaces, which are not otherwise reserved, with the exception of the Dogwood, Cardinal, and Rams Head Decks and all surface visitor parking lotsfacilities. "ALG" permits shall be allocated from the zone adjacent to the primary work location. "ALG" permits are approved by the Chancellor or his/her their designee(s).

4. Disability Permits. Mobility impaired students, ~~employees of the University,~~ and employees ~~of UNC Health~~ desiring parking on Campus must obtain a UNC Disability permit by the established application process, through the Department ~~of Transportation and Parking~~. An allocation of spaces will be made available to mobility impaired users, based upon a physician'shealth care professional's certification of need. UNC Disability permits will be assigned from zones throughout Campus, and their cost will be based on the sliding scale fee structure. The Department ~~of Transportation and Parking~~ will determine the zone based on access

needs and availability. By displaying the UNC Disability permit, an individual may park in ~~his~~the assigned space or any unreserved space within ~~his~~the designated zone.— Reasonable accommodations for mobility impaired students and employees will be made.

5. Vanpool Permits. The Chancellor, through his/her/their designee(s), shall determine vanpool allocations by the predominant driver based on space availability. Vanpool users must submit a list of participants to the Department ~~of Transportation and Parking~~ with name, unit/department name, and work telephone number for each participating individual. The parking permit fee will be waived for vanpools.

6. Carpool Permits. Those persons wishing to carpool may apply through their unit/department jointly for a single transferable permit at no additional charge. Once issued, this permit will be transferable only among the Vehicles in the carpool, as registered with the Department ~~of Transportation and Parking~~. This permit shall be displayed as provided in Section 4-3. Only one of the registered Vehicles may be parked in the zone designated during parking control hours.

The Chancellor or his/her/their designee(s) shall determine carpool allocations based on space availability. The Commuter Alternatives Program (CAP) outlines available carpool options. If a carpool is disbanded during the permit year, the carpool permit must be cancelled and returned to the Department ~~of Transportation and Parking~~.

7. Emergency Staff Permits. Emergency staff permits are issued by UNC Health for those persons responding to emergency medical calls. The permits are only valid in the spaces designated for emergency staff parking.

8. Official Visitor Permits. ~~Departments~~A unit or department may apply for annual official visitor permits through the Department ~~of Transportation and Parking~~. Justification of need must accompany each request. The permit is not authorized for use by employees or students ~~of the University or UNC Health~~. If there is a visitor lot within two blocks of the requesting ~~department~~unit/department's destination, that visitor lot must be used in lieu of obtaining official visitor permits. Official visitor permits are not valid in any pay operations lot. Vehicles displaying this permit may park in spaces that are not metered, gates controlled for zone permits, pay visitor parking, or other areas specifically reserved.

9. Board Members Permits. ~~Special~~Specific-use permits are issued to serving members of the:

- a. Board of Trustees of the University;
- b. Board of Governors of The University of North Carolina;
- c. Board of Directors of UNC Health; and
- d. ~~Other~~other University-affiliated boards, as specified by the Chancellor, through his/her/their designee(s).

Vehicles displaying these permits may park in any unreserved zoned space and in any service space. These permits are not typically valid for controlled-access zones.

10. Construction Trailer Permits. Contractors who need parking for storage of materials or supplies may purchase a permit for \$70.00 per month. The construction trailers will be stored at a ~~designated~~ location on Campus designated by the Department.

11. Reserved Space Permits (RS). The Chancellor, through his/her/their designee(s), may issue a reserved space permit to a person, unit, department, or school. Job duties and other functions associated with employment shall be considered in determining whether a reserved space permit is appropriate (e.g., area directors required to live in residence halls). The cost of the permit and space shall be as defined in Section 3-4. Reserved spaces assigned to departments are for use by visitors ~~+/~~patients to the department only. Use of these permits by departmental employees is prohibited. The Department ~~of Transportation and Parking~~ reserves the right to revoke a reserved space permit if said permit is misused.

12. Bicycle Permits. Students and employees ~~of the University and UNC Health~~ are required to display a bicycleBicycle parking permit. A Bicycle registrant will be issued a free, five-year bicycleBicycle permit to be affixed as a sticker to the bicycleBicycle frame as described in Section 4-3. Bicycle permits are not transferable.

13. Park and Ride Permits. Park and Ride lots are designated for University employees and students commuting to Main Campus by parking their Vehicles away from ~~the~~ Main Campus and using transit services to reach Main Campus. Persons parking in Park and Ride lots shall register in the Park and Ride program and display a Park and Ride (PR) permit in their Vehicle. The pricing for Park and Ride (PR) permits is set forth in Section 3-4.

Employees with a primary worksite located adjacent to a Park and Ride lot will not be eligible to utilize a Park and Ride lot as proximate worksite parking. Park and Ride lots are reserved for those using transit for their daily commute to Main Campus and not meant as primary parking for those working adjacent to the lot.

14. Weeknight Parking (WN) Permits. The Chancellor, through his/her/their designee(s), may issue weeknight parking permits. ~~The "WN" permit~~ will entitle the holder to park in designated WN parking zones from 5:00 p.m. to 7:30 a.m., Monday through Thursday. Daytime and park-and-ride parking permits are valid after 5:00 p.m., subject to Section 3-5; an additional WN permit is not required. The Weeknight Parking (CAP) permit is available for any registered CAP member whose work hours are between the hours of 7:30 a.m. and 5:00 p.m. and who does not have a daytime parking permit.

Sec. 4-3. Display of Permits

~~The~~A physical parking permit must be properly displayed at all times. Parking permits must be clearly visible and cannot be obscured in any manner. A violation of this section will result in the appropriate fine.

~~Permit~~Physical permit display options include:

1. Hanging the permit from the Vehicle's rearview mirror facing the front of the Vehicle, clearly visible through the front windshield. When using a special permit assigned to a department (such as two-hour service, etc.), the parking zone permit must be displayed in front of the special permit, so that both permits are clearly visible through the front windshield.

2. If the tint, slant, or other design factors of the Vehicle obscures in any way the permit's visibility, the permit should be displayed on the passenger side of the windshield in the lower corner.

3. A Bicycle permit must be affixed to the rear upright frame bar supporting the seat of the Bicycle.

4. A ~~motorcycle~~Motorcycle permit must be displayed on either: the rear fender so it can be seen when viewing the license plate from behind the ~~motorcycle~~Motorcycle; on the front fork; or on the State inspection plate. Permits for ~~motorcycle~~Motorcycle covers must be permanently affixed on the top rear area of the ~~motorcycle~~Motorcycle cover. The Department of ~~Transportation and Parking~~ must record the license plate number of the authorized ~~motorcycle~~Motorcycle on the ~~motorcycle~~Motorcycle cover permit.

5. Permits for Vehicles using car covers must be affixed permanently on the top center windshield portion of the cover. The license plate number of the authorized Vehicle must be recorded on the permit by the Department of ~~Transportation and Parking~~. An additional permit must be displayed from the rearview mirror of the authorized Vehicle. The Department of ~~Transportation and Parking~~ will record the license plate number of the Vehicle on the car cover.

6. Adhesive windshield permits should be displayed in the lower right-hand corner of the front windshield.

7. Virtual permit holders must register their Vehicle and license plate with the Department and obey all license plate visibility requirements (Sec. 3-1.4).

Sec. 4-4. Counterfeiting/Altering Parking Permits

It is unlawful for any person or entity not affiliated with the Department of ~~Transportation and Parking~~ to produce (or cause to be produced), alter, or display, without authority of the Chancellor, through his/her/~~their~~ designee(s), any parking permit, sticker, decal, gate card, or other device indicating eligibility to park on Campus. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s) (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department of ~~Transportation and Parking~~.

Sec. 4-5. Obtaining Parking Permits Through Unlawful Means

It is unlawful for any person or entity to obtain a parking permit by any means other than those procedures established by the Chancellor pursuant to this Ordinance, including but not limited to, obtaining such permits by theft, fraud, trickery, willful misrepresentation of fact, purchase from another, or gift from another. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department of Transportation and Parking.

Sec. 4-6. Unauthorized Display of Parking Permits

The Chancellor, through his/her/their designee(s), may issue regulations for the transfer of permits from one Vehicle to another owned or used by the holder of the permit, and it is unlawful for a person in possession of such a permit to use it in any manner inconsistent with such regulations.

It is unlawful for any person in possession of a parking permit, whether that possession is lawful or unlawful, to give, sell, or otherwise transfer or to attempt to transfer it to another. It is unlawful for any person to display on a Vehicle a parking permit not issued to that person for use with that specific Vehicle or to display a lost, stolen, counterfeit, or an altered permit. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed, impounded, or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department of Transportation and Parking.

Sec. 4-7. Reinstatement of Eligibility

Any person who is permitted to retain their eligibility for a parking permit after being charged with a violation of Sections 4-4, 4-5, or 4-6 will not be issued a refund for previously purchased permits (payroll deduction will continue). The person will be required to purchase a permit at the current prorated issuance rate for the zone being purchased.

ARTICLE V. TRAFFIC

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Sec. 5-1. Interference with Traffic; Temporary Traffic Restrictions

It is unlawful for any person to park or bring to a halt on the Campus any Vehicle in such manner as to interfere with normal vehicular or pedestrian traffic.

The Chancellor, through his/her/[their](#) designee(s), may cause traffic on Campus to be restricted or rerouted as necessary by construction, emergency situations, special events, and other circumstances. Notice of such restrictions shall be given by placing temporary signs or barriers by a representative of the Department ~~of Public Safety, a representative of the Department of Transportation and Parking,~~ or other University official. It shall be unlawful to violate such restriction(s).

Sec. 5-2. Fire Lanes/Fire Hydrants

No person (even if mobility impaired) shall park a Vehicle, allow it to idle in, or block access to any area designated as a fire lane or any area within fifteen feet in either direction of a fire hydrant. Any emergency authorization for use of fire lanes must be obtained through the Department ~~of Public Safety or the Department of Transportation and Parking.~~ Pavement markings and/or signs will prominently indicate fire lanes on Campus.

Sec. 5-3. Sidewalks and Landscape

No person shall operate or park a Vehicle on grass or shrubbery unless such areas are signed and marked for such activity.

Except for approved University Electric Vehicles or as authorized by the Chancellor or his/her/[their](#) designee(s), no person shall operate or park a Vehicle on a Campus sidewalk. Further, no person, other than on-duty law enforcement officers, shall operate or park a Motorized Two-Wheeled Vehicle on a Campus sidewalk. Bicycles may be operated on Campus sidewalks provided that no person shall operate a Bicycle in a manner that jeopardizes pedestrian safety or State-owned or private property.

No person shall use in-line skates or skateboards on Campus in a manner that jeopardizes the safety of other pedestrians; on any walls, monuments, gutters, ditches, railings, Bicycle racks, benches, other structures, fixtures, or property on the Campus; or ~~on any ramps or steps on Campus except for the purpose of entering or leaving a building or making normal pedestrian progress along a Campus sidewalk.~~

Sec. 5-4. Speed Limits

1. It is unlawful to operate a Vehicle on Campus in excess of a speed of ten miles per hour, except as otherwise posted.

2. It is unlawful to operate a Vehicle on Cameron Avenue, Raleigh Street, or Bowles Drive in excess of a speed of twenty-five miles per hour.

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3. It is unlawful to operate a Bicycle on a sidewalk on Campus at a speed or in a manner that would prove to be hazardous to pedestrians.

Sec. 5-5. [Reserved. Intentionally left blank.]

Sec. 5-6. [Reserved. Intentionally left blank.]

Sec. 5-7. Vehicular Traffic at Marked Crosswalks

The Chancellor, through his/her/[their](#) designee(s), may establish pedestrian crosswalks across streets, alleys, and driveways on Campus and on the public streets listed in Section 1-10 where the location of University buildings and sidewalks requires large numbers of persons to cross a street or driveway at a point other than street intersections as governed by G.S. § 20-155(c). A crosswalk shall be indicated by traffic signals, signs, or white stripes (hatched or unhatched) and will be a minimum of six feet in width. When a crosswalk has been marked off, it is unlawful for the driver of any Vehicle traveling on the street or driveway to fail to stop and to yield the right-of-way when there is a pedestrian in that portion of the crosswalk. The pedestrian must be on that side of the street or driveway in which the Vehicle is traveling.

Sec. 5-8. Pedestrian Obstructing Traffic

It is unlawful for a pedestrian to stand on the traveled portion of any street, alley, or driveway on Campus in such a manner to obstruct or prevent the free flow of traffic thereon, and in crossing streets, alleys, or driveways pedestrians shall keep in motion when in the traveled portion thereof.

Sec. 5-9. Passenger Pick Up and Discharge

It is unlawful for any person to stop a Vehicle on any street, alley, or driveway on Campus to pick up a pedestrian or discharge a passenger without first drawing up to the right hand curb.

ARTICLE VI. PARKING CONTROL

Sec. 6-1. Penalties

Any person violating any provision of this Ordinance or a regulation issued hereunder is subject to a civil penalty as indicated in the following schedule:

Violation Code	Title of Ordinance Section Violated	Amount of Civil Penalty
Sec. 3-1	Method of Parking	\$30
Sec. 3-1	Backend/Pull-through Parking	\$30
Sec. 3-3	Parking Zones	\$30

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Sec. 3-6.1	Expired Meter	\$15 for meter expiration of 1 hour or less
Sec. 3-6.2	Cumulative Violations of Expired Meter	\$5 for each additional hour of meter expiration
Sec. 3-6.3	Extended Parking at Meters	\$25
Sec. 3-6.4	Abuse of Meters	\$50
Sec. 3-7	Controlled Access Zones	\$50
Sec. 3-14	Reserved Parking	\$50
Sec. 3-14.1	Visitor Disability Parking	\$250
Sec. 3-14.2	Service Zone Parking	\$50
Sec. 3-14.3	Disability Parking for UNC Employees, Students and Affiliates	\$50
Sec. 3-14.4	Electric Vehicle Parking	\$50
Sec. 3-16	Bus Stops	\$20
Sec. 3-17	State-owned Vehicle Parking	\$30
Sec. 3-18	Motorized Two-Wheeled Vehicle Parking	\$30
Sec. 3-19.1	Improper Bicycle Parking	\$10
Sec. 3-19.2	Bicycle Registration	\$5 for second violation; \$10 for third and subsequent violations
Sec. 3-20	Temporary Parking Restrictions	\$50
Sec. 3-20.1	Overnight Parking Restrictions	\$50
Sec. 3-20.2	Athletic and Other Special Event Parking Restrictions	\$20
Sec. 3-21	Weeknight Parking	\$30
Sec. 3-23	Idling at Air Intake Vents	\$50
Sec. 3-24	Signs	\$50
Sec. 4-1	No Registered Plate	\$30
Sec. 4-1	Shared Permit/Plate	\$30
Sec. 4-1.3	Freshman Parking	\$25
Sec. 4-3	Display of Permits	\$5
Sec. 4-4	Counterfeiting/Altering Parking Permits	\$200
Sec. 4-5	Obtaining Parking Permits Through Unlawful Means	\$200
Sec. 4-6	Unauthorized Display Of Parking Permits	\$50
Sec. 5-1	Interference with Traffic	\$50
Sec. 5-2	Fire Lanes/Fire Hydrants	\$250
Sec. 5-3	Sidewalks and Landscape	\$30, plus cost of repair

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Sec. 5-4	Speed Limits	\$20
Sec. 5-7	Vehicular Traffic at Marked Crosswalks	\$200
Sec. 5-8	Pedestrian Obstructing Traffic	\$50
Sec. 5-9	Passenger Pick Up and Discharge	\$20
Sec. 6-2	Emergencies; Law Enforcement Operational Necessities	\$50

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Sec. 6-2. Emergencies; Law Enforcement Operational Necessities

Vehicle operation and parking may be prohibited under emergency and/or other law enforcement operational necessities. It shall be unlawful for any person to violate police instructions related to this section.

Sec. 6-3. Repeated Offenses

If any person is cited for violation of this Ordinance with respect to parking more than five times in a period of twelve months or more than twice in a period of thirty days, or is determined to owe more than \$250.00 in unpaid fines, the Chancellor, through his/her/[their](#) designee(s), may cancel any parking permit issued to such person without refund of any portion of the fee paid thereof and shall cause the violator's license plate numbers to be entered on a list of repeat offenders. Once a person's license plate numbers are placed on a repeat offender list, the Vehicle is subject to impoundment or immobilization upon being parked in violation of this Ordinance. A citation found to be invalid will not be counted for purpose of this section. Any repeat offenses may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees).

ARTICLE VII. FEES

Sec. 7-1. Vehicle Impoundment Fee

In addition to the assessment of the applicable civil penalty pursuant to Article VI, any Vehicle parked in violation of this Ordinance may be removed to a storage area. The Chancellor or his/her/[their](#) designee(s) may refuse to authorize release of a Vehicle to the owner or custodian until the towing fee, storage fees, and all other outstanding balances owed to the Department ~~of Transportation and Parking~~ are paid in full or a payment plan [is](#) established during normal business hours.

The owner or custodian of a Vehicle impounded under any regulation of this Ordinance may appeal the impoundment in person or in writing within ten calendar days to the Chancellor's designated Hearing Officer pursuant to Section 8-1. Submitting an appeal to the Chancellor's

designated Hearing Officer does not substitute for payment of the towing or storage fees for removal of the impounded Vehicle.

The Chancellor, through his/her/[their](#) designee(s), is authorized to have towed from Campus any Vehicle violating the provisions of this Ordinance. A towing fee shall be charged, in addition to any applicable penalty for violation of the Ordinance, to reimburse the University for its costs in removing the Vehicle.

Towing fees are as follows:

<i>Standard Tow</i>	<i>Dolly Wheels Used</i>
\$90.00	\$100.00

If the operator of the Vehicle to be towed arrives at the Vehicle prior to the tow truck moving the Vehicle from where it was parked, such operator shall still be responsible for the cost of the tow fee, which is charged to the University upon the dispatch of the tow truck. If the tow truck has initiated towing actions and the Vehicle's owner has arrived, the Vehicle will not be released until the appropriate fees have been paid to the Department ~~of Transportation and Parking~~.

A storage fee of \$10.00 per day may be charged to the owner or custodian of a Vehicle left at the University compound for more than twenty-four hours after towing. A storage fee of \$2.00 per day may be charged for Bicycles, skateboards, or in-line skates, as well as a \$10.00 impoundment fee.

A valid driver's license must be provided by the owner/operator of the Vehicle prior to its release [from each impoundment](#).

Sec. 7-2. Vehicle Immobilization Fee

Any Vehicle parked in violation of this Ordinance or any parking regulation issued hereunder may be immobilized by use of a wheel boot. Notice of the application of a wheel boot shall be posted prominently in one of three locations: (1) on the driver's side of the front window of the Vehicle, (2) on the rear windshield, or (3) on the driver's side window. Placement of the notice will depend on the type of Vehicle. A Vehicle immobilization fee shall be charged, in addition to any applicable penalty for violation of the Ordinance, to reimburse the University for its costs in immobilizing the Vehicle.

The Chancellor or his/her/[their](#) designee(s) may refuse to authorize release of a Vehicle to the owner or custodian until the immobilization fee, storage fees, and all outstanding balances owed to the Department ~~of Transportation and Parking~~ are paid in full or a payment plan established during normal business hours. Wheel boots may only be removed by the Department ~~of Transportation and Parking~~ staff or the Department of Public Safety staff, upon payment of the \$55.00 Vehicle immobilization fee. If the operator of the booted Vehicle arrives at the Vehicle prior to the parking control officer leaving the scene, such operator shall still be responsible for the cost of the Vehicle immobilization fee. The owner or custodian of the Vehicle impounded

under any regulation of this Ordinance may appeal the immobilization in person or in writing within ten calendar days to the Chancellor's designated Hearing Officer, pursuant to Section 8-1. Submitting an appeal to the Hearing Officer is not a substitute for payment of the immobilization fee.

Vehicles immobilized for longer than twenty-four hours shall be removed to a storage area. The owner/custodian of the Vehicle shall be responsible for both the immobilization and tow fees and applicable storage fees.

Sec. 7-3. Impoundment of Abandoned and Derelict Vehicles

Any Vehicle that is partially dismantled, wrecked, deemed abandoned under Section 3-7, and/or does not display a current license plate and is left in such condition for more than ~~10~~ten days shall have a warning tag placed on it by a parking control officer. Such tag shall provide notice that if the Vehicle is not removed within five days from the date reflected on the tag, it will be considered abandoned and derelict. Such Vehicles shall be removed at the end of the five-day period to the University storage area at owner's expense and will be disposed of in accordance with Section 7-4 of this Ordinance.

Sec. 7-4. Disposal of Abandoned and Derelict Vehicles

1. An "abandoned Vehicle" is one that has been removed to the area pursuant to authority granted in this Ordinance and has remained in ~~said~~ storage for longer five days.

2. A "derelict Vehicle" is a Vehicle:

- a. that has an expired registration and the registered and legal owner no longer resides at the address listed on the last certificate of registration on record with the North Carolina Department of Transportation;

3. When any derelict or abandoned Vehicle is in the University's possession, the University shall dispose of it in accordance with the General Statutes.

4. Any proceeds from the sale of a derelict or abandoned Vehicle, after costs have been deducted for removal, storage, investigation, sale, and satisfying any liens of record on the Vehicle, shall be held by the University for thirty days and paid to the registered owner upon demand. If the owner does not appear to claim the proceeds within thirty days after disposal of

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the Vehicle, the funds shall be deposited in the ~~University Department of Public Safety~~ Department's Trust Fund, and the ~~owner's~~ owner's rights therein shall be forfeited forever.

5. No person shall be held to answer in any civil or criminal action to any owner or other person legally entitled to the possession of any abandoned, lost, or stolen Vehicle for disposing of the Vehicles as provided in this section.

Sec. 7-5. Bicycle and Skateboard Impoundment Fee

1. Bicycles. It shall be lawful for the Chancellor, through his/her/their designee(s), to impound at the owner/rider's expense, any Bicycle that is considered abandoned, junked, lost/stolen, parked/stored or operated in violation of this Ordinance, or state or local fire safety regulations. It shall be lawful for the Chancellor, through his/her/their designee(s), to remove security devices attached to Bicycles for impoundment purposes. The University shall not be held liable for damages made to a Bicycle or lock while impounding or during storage of the Bicycle. UNC Police or the Department ~~of Transportation and Parking~~ staff, upon payment of the \$10.00 Bicycle impoundment fee, may release an impounded Bicycle. Bicycles that remain stored on racks for more than thirty days at the end of any academic term, including summer sessions, will be deemed University property.

2. Skateboards and In-line Skates. It shall be lawful for the Chancellor, through his/her/their designee(s), to impound at the owner's/rider's expense any skateboard or in-line skates that are considered abandoned, junked, lost/stolen, or operated in violation of this Ordinance. The University shall not be held liable for damages done to skateboards or in-line skates while impounded. Owners/riders of impounded skateboards or in-line skates may claim them in person at the Department ~~of Transportation and Parking~~ in the Public Safety building, subject to the payment of the penalty fee, if applicable, under Article VI for violation of Section 5-3. Owners/riders who are under age 18 must bring a parent or guardian with them to claim impounded skateboards or in-line skates. UNC Police or the Department ~~of Transportation and Parking~~ staff, upon payment of the \$10.00 Bicycle/skateboard impoundment fee, may release an impounded skateboard or in-line skates.

Sec. 7-6. Disposal of Junked Bicycles and Impounded Skateboards

A letter shall be sent notifying the Bicycle owner with a registered permit when a Bicycle has been impounded; when an owner is unknown, notice shall be posted ~~at the Department of Transportation and Parking~~ in the Public Safety building. Any Bicycle unclaimed thirty calendar days after the original date of impoundment shall be deemed University property.

When the owner/rider of a skateboard or in-line skates is known, a letter shall be sent notifying the owner/rider that the skateboard or in-line skates have been impounded and informing the owner/rider how to claim the impounded skateboard or in-line skates. Where the owner/rider of an impounded skateboard or in-line skates is under age 18, a copy of the letter shall be sent to ~~his or her~~ their parent or guardian, if known. When the owner/rider is unknown, notice shall be posted ~~at~~ in the ~~Department of Transportation and Parking in~~ Public Safety

building. Skateboards or in-line skates unclaimed within sixty days after the original date of impoundment shall be deemed University property.

ARTICLE VIII. APPEALS

Sec. 8-1. Appeals

Any person cited for violation of any portion of this Ordinance for which a civil penalty is imposed or a Vehicle is impounded or immobilized for violations may appeal in person, or in writing, or by email within ten calendar days of issuance to the Chancellor's designated Hearing Officer.

Failure to meet the ten day appeal period requirement shall result in a forfeiture of all appeal privileges. The Hearing Officer shall review all written appeals and establish limited hours to review those in-person appeals that meet the ten-day requirement.

Written appeals must be submitted on a standard appeal form, available from the Department ~~of Transportation and Parking~~.

If the Hearing Officer decides the appeal against the appellant, he ~~or~~/she/they may appeal to the Chancellor, in writing, within ten calendar days of the date of the Hearing Officer's decision.

The Chancellor may delegate to a committee or other body as he/she/they may establish authority to hear appeals on his/her/their behalf. Disposition of an appeal by a vote of the full committee to affirm without a panel hearing or by a vote of the majority of a panel in the case of an appeal having been referred to a panel for hearing shall be deemed to exhaust the available appellate procedures. Final disposition by the committee shall be understood to mean a ruling in which the committee or its panel affirms, modifies, or reverses a decision of the Hearing Officer. Any person cited to the District Court Division of the General Court of Justice for violation of this Ordinance constituting a misdemeanor must pursue his/her/their plea and appeal, if any, as provided by North Carolina law.

Submitting an appeal to the Chancellor's designated Hearing Officer does not substitute for payment of the towing, immobilization, impoundment, and/or storage fees for removal of the impounded Vehicle. Such fees must be paid in accordance with Section 7-1. If the Hearing Officer decides the appeal in favor of the appellant, the Department ~~of Transportation and Parking~~ will refund the costs of towing and storage.

In the event that the owner or operator elects to leave the Vehicle impounded during the University's appeal process, the storage fees will be waived from the day the appeal is submitted to the Hearing Officer until the day the decision is rendered.

ARTICLE IX. REPEALS

Sec. 9-1. Former Regulations Repealed

All resolutions heretofore adopted regulating traffic and parking on the Campus are repealed. The repeal herein of these regulations shall not abate or otherwise affect any civil, criminal, or administrative action or proceeding concluded or pending on the effective date of this Ordinance. Except as otherwise provided, this Ordinance may be amended in whole or in part by action of the Board of Trustees. The effective date of this Ordinance shall be August ~~15, 2020~~, 1, 2021.

The Ordinance Regulating Traffic and Parking on the Campus of The University of North Carolina at Chapel Hill

INTRODUCTION

This Ordinance defines the general operations and policies for traffic and parking on the campus of The University of North Carolina at Chapel Hill. The provisions set forth in this Ordinance are designed to ensure the safety and protection of all users of the traffic and parking system.

Effective Date - August 1, 2021

Be it ordained by the Board of Trustees of The University of North Carolina at Chapel Hill, pursuant to Chapter 116, Article 1, Part 6 of the General Statutes of the State of North Carolina:

ARTICLE I. GENERAL PROVISIONS

Sec. 1-1. Definitions

The words and phrases defined in this section have the meaning indicated when used in this Ordinance, unless the context clearly requires another meaning:

1. “*Bicycle*” means every device propelled, at least in part by human power, upon which any person may ride, and supported by either two tandem or three wheels, one of which is sixteen inches or more in diameter. For the avoidance of doubt, Bicycle includes "electric assist bicycle." “Abandoned bicycles” are those which have not been moved from the same location for a period of two weeks or longer.

2. “*Booting*” means to immobilize a Vehicle through the use of a device designed to be attached to the rear tire or wheel to render the Vehicle inoperable.

3. “*Campus*” means all property that (i) is owned or leased in whole or in part by The State of North Carolina and (ii) is subject to the general oversight of the Board of Trustees of the University excepting and excluding:

- (a) property leased to another not located within one of the areas set out in Sec. 3-3;
- (b) the University Lake watershed; and
- (c) property held for use as an official residence for administrative officers of the University.

4. “*Chancellor*” means the Chancellor of the University.

5. “*Electric Two-Wheeled Vehicle*” means any Motorized Two-Wheeled Vehicle that is propelled by means of a battery powered motor, including, without limitation, Segways, and electric standup scooters. For the avoidance of doubt, electric two-wheeled vehicle does not include electric assist bicycles.

6. “*Electric Vehicle*” means any Vehicle that is propelled, partially or exclusively, by means of a battery powered motor.

7. “*General Statutes*” or “*G.S.*” means the General Statutes of the State of North Carolina.

8. *“Internal Combustion Two-Wheeled Vehicle”* means any Motorized Two-Wheeled Vehicle that is propelled by means of an internal combustion motor, including, without limitation, Motorcycles, mopeds, motorbikes, and scooters.

9. *“Main Campus”* means the portion of the Campus where the Old Well is located and all other portions of Campus contiguous thereto by University ownership or lease that are north of Fordham Boulevard. For purposes of illustration, this definition is intended to include the portions of Campus commonly referred to as “North Campus” and “South Campus,” and exclude, without limitation, the portions of Campus commonly referred to as “Carolina North,” the “Mason Farm Property,” and “University Lake.”

10. *“Motorcycle”* means any Motorized Two-Wheeled Vehicle that has an engine size exceeding 150 cubic centimeters.

11. *“Motorized Two-Wheeled Vehicle”* means any two-wheeled (or three-wheeled) Vehicle that is self-propelled by means of an internal combustion motor or a battery powered motor, and is capable of carrying passenger(s), including, without limitation, Internal Combustion Two-Wheeled Vehicles and Electric Two-Wheeled Vehicles.

12. *“Park”* means to leave a Vehicle unattended by any person authorized to, or capable of, moving it immediately upon the direction of a law enforcement or parking control officer. Notes in Vehicles, activated hazard lights, or a running engine do not render a Vehicle “attended.”

13. *“Parking Coordinator”* means a department-assigned staff member who acts as a liaison with the University’s Department of Transportation and Parking.

14. *“Parking Permit”* means any identification assigned by the Department of Transportation and Parking to be either displayed on a Vehicle or virtual permit (via registered license plate) for parking legally on the Campus.

15. *“State-owned Vehicles”* are all Vehicles, including service Vehicles, owned by the State of North Carolina or any political subdivision thereof.

16. *“T&P”* or *“Department”* means the University’s Department of Transportation and Parking.

17. *“University”* means The University of North Carolina at Chapel Hill.

18. *“Vehicle”* means any device by which a person may be transported upon a roadway, except (a) Bicycles and other devices moved by human power, and (b) devices used as a means of transportation by a person with a mobility impairment and limited by design to travelling no more than 15 miles per hour.

19. *“Visitor”* means any individual other than a student or employee of either the University or UNC Health and any of their contract or temporary employees.

20. “*Weeknight*” means 5:00 p.m. to 7:30 a.m., Monday through Thursday.

Sec. 1-2. Statutory Background; Delegation of Authority

1. The laws of Chapter 20 of the General Statutes and associated regulations relating to the use of highways of the State and the operation of motor vehicles thereon apply to all streets, alleys, driveways, and parking facilities on University property.

2. The Board of Trustees of The University of North Carolina at Chapel Hill, through its designee, the Chancellor, is authorized to adopt and promulgate such rules and regulations, take emergency actions to protect the health and safety of the University community, and to establish such administrative procedures as he/she/they may deem necessary or advisable for the administration, interpretation, and enforcement of this Ordinance.

3. The Chancellor may delegate administrative responsibilities imposed on him/her/them by this Ordinance to the Director of the Department and/or others as designated by the Chancellor.

4. In-office and virtual customer service functions are available from 7:30 a.m. until 5:00 p.m., Monday through Friday, except on University-recognized holidays and as otherwise posted. Regulations may be enforced at any time deemed necessary by special event activities or other circumstances.

Sec. 1-3. Posting Notice of Ordinance and Regulations

The Chancellor, through his/her/their designee(s), shall cause to be posted a public notice of traffic and parking restrictions imposed by or pursuant to the authority of this Ordinance and by Chapter 116, Article 1, Part 6 of the General Statutes. Once posted, these restrictions are in effect at all times unless otherwise stated.

Sec. 1-4. Publications of Ordinance and Regulations

The Chancellor, through his/her/their designee(s), shall cause copies of this Ordinance and regulations issued pursuant hereto to be posted on the website of the Department.

Sec. 1-5. Filing of Ordinance and Regulations

A copy of this Ordinance and all regulations issued hereunder, except temporary police regulations, shall be filed in and with:

1. the Office of the President of The University of North Carolina; and
2. the Office of the Secretary of the State of North Carolina;

Sec. 1-6. Liability

The University assumes no liability or responsibility for damage or theft to any Vehicle, Bicycle, other device moved by human power, or device used as a means of transportation by a person with a mobility impairment parked in or on University properties subject to the jurisdiction or control of the Board of Trustees of the University. The provisions of this Ordinance shall apply to all operators of all Vehicles, public and private, and they shall be enforced twenty-four hours a day except as otherwise specified by this Ordinance. It shall be unlawful for any operator to violate any of the provisions of this Ordinance except as otherwise permitted by the Ordinance or General Statutes.

The operator of any Vehicle, Bicycle, or other device moved by human power shall obey the lawful instruction of any law enforcement officer, parking control officer, official traffic signs or control devices appropriately placed, and in accordance with provisions of this Ordinance.

Sec. 1-7. Cooperation with Civil Authorities

The Chancellor and his/her/their designees(s) shall cooperate with all law enforcement authorities of the State of North Carolina and its political subdivisions in enforcing this Ordinance and issuing regulations hereunder. If the Town of Chapel Hill enacts an ordinance that, pursuant to G.S. § 116.44.5, supersedes any portion of this Ordinance or any regulation issued hereunder, the Chancellor's designee(s) shall, upon receiving a copy of such ordinance from the Town Clerk, immediately cause to be removed all parking meters, signs, and other devices or markings erected or placed on a public street by authority of the superseded regulation(s).

Sec. 1-8. Rules of Evidence

When a Vehicle is found to be in violation of this Ordinance, it shall be considered prima facie evidence that the Vehicle was parked by:

1. the person to whom the University parking permit for the Vehicle is registered;
2. if no parking permit has been issued for the Vehicle, the person or entity in whose name the Vehicle is registered with the North Carolina Division of Motor Vehicles or the corresponding agency of another state or nation; or
3. any relation of the registered owner enrolled in or employed with the University or UNC Health.

The prima facie rule of evidence established by this Section 1-8 shall not apply to the registered owner of a leased or rented Vehicle when said owner can furnish evidence that the Vehicle was, at the time of the parking violation, leased or rented to another person. In such instance, the owner of the Vehicle shall, within reasonable time after notification of the parking violation, furnish the Department with the name and address of the person or company who leased or rented the Vehicle.

Sec. 1-9. Trust Accounts

All monies received pursuant to this Ordinance, except for the clear proceeds of civil penalties that are required to be remitted to the Civil Penalty and Forfeiture Fund in accordance with G.S. § 115C-457.2, shall be placed in trust accounts and may be used for the following purposes:

1. to defray the cost of administering and enforcing this Ordinance and Chapter 116, Article 1, Part 6 of the General Statutes;
2. to develop, maintain, and supervise parking facilities;
3. to provide bus service or other transportation systems and facilities, including payments to any public or private transportation system serving University students, or employees;
4. as a pledge to secure revenue bonds for parking facilities issued under Chapter 116, Article 21, of the General Statutes; and/or
5. for any other purpose related to parking, traffic, and transportation on the Campus as authorized by the Chancellor or his/her/their designee(s).

Sec. 1-10. Parking on Streets or Roads of the Town of Chapel Hill

Except as expressly permitted by this Ordinance, it is unlawful for any person to park a Vehicle:

1. on the Campus; or
2. on those portions of the following streets in the Town of Chapel Hill where parking is not prohibited by the ordinance(s) of the Town of Chapel Hill:
 - a. both sides of Battle Lane for its entire length;
 - b. both sides of South Road from Country Club Road to South Columbia Street;
 - c. both sides of Country Club Road from Raleigh Street to South Road;
 - d. both sides of Raleigh Street for its entire length;
 - e. both sides of Pittsboro Street for its entire length;
 - f. both sides of Boundary Street from East Franklin Street to Country Club Road;
 - g. both sides of Park Place for its entire length;
 - h. both sides of South Columbia Street from East Franklin Street to Manning Drive;
 - i. both sides of Cameron Avenue from Raleigh Street to South Columbia Street;
 - j. both sides of McCauley Street from South Columbia Street to Pittsboro Street;
 - k. both sides of Ridge Road between Country Club Road and Manning Drive; and
 - l. all sidewalks.

Nothing in this Ordinance shall be construed as recognition by the Board of Trustees of the University as a prescriptive easement in any street specifically named herein.

ARTICLE II. PAYMENTS AND COLLECTIONS

Sec. 2-1. Payment Methods

Payments owed to the Department may be made in the following ways (the Department reserves the right to change payment methods for operational efficiency):

1. cash (not recommended to be sent through the mail) except unrolled coins (receipts will not be given until coins are properly rolled);
2. checks or money orders (payable to the Department);
3. automatic payroll deduction for employees unless the employee provides payment to the Department at the time the permit is issued;
4. University Journal Entry (to be used by University departments for transferring funds);
5. University Departmental Direct Fund Transfers (following Department Accounting Services guidelines);
6. Validation Coupons from other University units or departments;
7. credit card (MasterCard, VISA, and Discover only);
8. UNC One Card;
9. online and pay-by-phone payments;
10. automated pay stations; and
11. mobile device payment.

Sec. 2-2. Pay Lots After-Hours

1. Vehicles Exiting Unattended Pay Lots After-Hours. Vehicles exiting pay parking facilities after pay attendant operations have closed and the gates are lowered must pay for all parking fees incurred by utilizing the automated pay stations to process the payment for parking fees.

2. Failure to Pay Upon Exiting a Pay Lot. The owner of any Vehicle exiting a parking facility without paying or otherwise having parking validated will be sent a billing notice for a full day's parking.

Sec. 2-3. Replacement Fee

A lost or stolen parking permit (a) must be reported immediately to the Department, and (b) an affidavit must be filed with the Department. A lost permit will be replaced at a charge of \$25.00 or the face value of the permit, whichever is less. The replacement fee shall be refunded if the missing permit is found and returned to the Department.

A permit reported stolen will be replaced free of charge on a one-time only basis. In order for a stolen permit to be replaced free of charge, a police report must be filed for such permit. Permits reported lost or stolen may not be replaced without the approval of the Director of the Department or his/her/their designee(s).

Sec. 2-4 Returned Checks

Any payment made by a check that is returned by the bank and not cleared upon notification shall necessitate that a hold be placed with the University Registrar or that the amount be deducted from the employee's paycheck. Returned checks of non-affiliated individuals or companies will be forwarded to a collection agency if not cleared upon notification. A \$25.00 service charge shall be imposed for all returned checks.

Sec. 2-5 Collection Methods

No parking permit may be issued to any individual who has outstanding debts to the Department. The Department may reduce or retain any refund from the cancellation of a permit to clear all outstanding balances associated with the account. Failure to pay debts within the required time frame may result in the University arranging for the collection of fees assessed against employees, students, and visitors in the following manner:

1. a debt owed by an employee may be deducted from the employee's payroll checks;
2. a debt owed by a University student necessitates that a "hold" status be placed with the University Registrar;
3. the Attorney General for the State of North Carolina may recommend the use of a collection agency to collect debts from individuals whose debts may not be collected by payroll deduction or by other means;
4. failure to pay civil penalties or other just debts owed to the Department within ten calendar days of the date of the citation(s) or incurrence of the debt will result in a \$10.00 late payment fee being assessed on each unpaid citation or other transaction; and
5. a debt owed by any individual who is not eligible for payroll deduction may be subject to the garnishment of any North Carolina State income tax refund due and owing to that individual.

Sec. 2-6 Civil Suits for Recovery of Penalties

When the Chancellor in his/her/their sole judgment determines that civil penalties validly imposed for violation of this Ordinance cannot or will not be collected through normal administrative procedures, he/she/they may request the Attorney General for the State of North Carolina to bring a civil action against the offender in the name of the State of North Carolina for the recovery of the penalty.

ARTICLE III. PARKING

Sec. 3-1. Method of Parking

The Chancellor, or his/her/their designee(s), shall cause each area in which parking is permitted by this Ordinance to be surveyed and developed for parking. Each parking space shall be defined by appropriate signs and painted lines (when the parking facility is paved). Parking spaces in unpaved parking facilities will be marked by wheelstops. When parking spaces have been marked in the area in which parking is lawful, Vehicles shall be parked within the spaces so designated at all times.

1. Some spaces shall be marked for compact Vehicles. These spaces shall be fifteen feet in length and five feet in width, with two and one-half feet of hatching between spaces. It is unlawful for any Vehicle to occupy more than the five-foot portion of the compact space. Signs shall be posted or on-ground markings shall designate compact spaces.
2. It is a violation of this Ordinance to occupy portions of more than one space when such spaces are defined by painted lines. It is also a violation of this Ordinance to park in any portion of the area not clearly designated for parking.
3. When spaces are painted at an angle (diagonally) to a street curb or dividing median, Vehicles must park with the front of the Vehicle next to the curb or median. When parking spaces are parallel to a curb or dividing median, Vehicles must park with the front of the Vehicle facing the direction of travel authorized for that side of the street or driveway.
4. It is a violation of this Ordinance to backend park a Vehicle in any parking space on Campus if said Vehicle does not also display a current and valid front license plate that matches the back plate that is either (i) issued by the North Carolina Division of Motor Vehicles or the corresponding agency of another state or nation, or (ii) purchased through the Department (<https://move.unc.edu/about/technology/virtual-permits/>).

Sec. 3-2. Disabled Vehicles

It is unlawful to leave a disabled Vehicle parked in violation of this Ordinance without immediately notifying the Department. If the Vehicle is obstructing traffic, in a reserved space, or creating a hazard, it must be moved immediately.

No Vehicle will be placed on the disabled Vehicle list more than one time per month unless the operator will accept assistance from the Department or a tow firm. Persons who exceed the limitation for placing a Vehicle on the disabled Vehicle list and do not accept assistance shall be subject to the appropriate penalty if the Vehicle remains parked in violation of this Ordinance. If the Department has permits available for the parking facility in which the Vehicle is parked, the operator may be required to purchase a permit rather than be placed on the disabled Vehicle list.

Sec. 3-3. Parking Zones

Any person parking a Vehicle in a parking facility described in this Section 3-3 must possess the appropriate permit for that parking facility during those days and hours specified at the entrance to such parking facility. Any Vehicle parked without possessing a valid permit is subject to the issuance of a civil penalty, Vehicle immobilization/booting, and/or towing.

If the assigned zone is full, a temporary permit for an alternate zone may be obtained from the Department, located in the Public Safety building (285 Manning Drive, Chapel Hill, NC 27599). UNC Health employees may obtain temporary permits from the UNC Hospital Parking Office.

It is unlawful for any person to park a Vehicle within any zone other than the one authorized by the appropriate permit. Any person possessing a valid special permit obtained through the Department may park as indicated by use of those permits and their related restrictions. All Main Campus permits shall also be valid in any R Zone lots, excluding R2 lots.

A guide that summarizes the regulations and a map depicting the University's parking zones is available on the Department's website (move.unc.edu). The University's parking zones are as follows:

Zone A	Aycock Circle
Zone A	Battle Lane
Zone A	Spencer
Zone BD	Business School Deck
Zone BTD	Bell Tower
Zone Bicycle	Areas designated by bicycle racks or specifically designated bicycle
Zone PR	Chatham County Park and Ride
Zone PR	Friday Center Park and Ride
Zone PR	Friday Center South Park and Ride
Zone PR	Hedrick Park and Ride
Zone PR	725 Martin Luther King Blvd.
Zone CD	Craige Deck
Zone FC	Fraternity Court
Zone FG	EPA Gated
Zone JD	Jackson Deck
Zone K	Ehringhaus
Zone KSD	Knapp-Sanders Deck
Zone L	Craige
Zone L	Morrison Circle
Zone M	Hinton James
Zone MC	Areas designated for Motorized Two-Wheeled Vehicles
Zone MD	McCauley Deck
Zone ND	Cobb Deck
Zone NG1	Swain
Zone NG3	Caldwell
Zone NG3	Steele

Zone N1	440 North
Zone N1	440 South
Zone N2	Morehead Planetarium
Zone N2	Porthole
Zone N3	Alumni Place
Zone N3	Bynum
Zone N3	Emerson Drive
Zone N3	Hickerson House
Zone N3	Lenoir Drive
Zone N3	Love House
Zone N3	Peabody
Zone N5	Boundary Street
Zone N5	Forest Theater
Zone N5	Park Place
Zone N7	University Relations
Zone N7	Nash
Zone N8	Undergraduate Library
Zone N9	International Studies
Zone N10	University Development
Zone N11	New Venable
Zone PD	Cardinal Deck
Zone RD	Rams Head Deck
Zone RR	Estes Resident
Zone R1	Electrical Distribution
Zone R1	Energy Services
Zone R1	Physical Plant
Zone R2	Art Building
Zone R2	Administrative Office Building
Zone R3	Cameron-Graham

Zone R3	Cogeneration Facility
Zone R4	Frank Porter Graham
Zone R5	200 Finley Golf Course Road
Zone R5	212 Finley Golf Course Road
Zone R5	220 Finley Golf Course Road
Zone R6	Continuing Education
Zone R6	Day Care Center
Zone R7	Bolin Creek
Zone R7	725 Airport Rd.
Zone R8	Hedrick Building
Zone R9	Cone Tennis Facility
Zone R10	Chapel Hill North
Zone R12	Carolina North
Zone SFH	Baity Hill
Zone SFH	Mason Farm Residence
Zone S3	Knapp
Zone S3	Law School
Zone S3	Navy Field
Zone S3	Ridge Road
Zone S3	Law Programs
Zone S4	Stadium Drive
Zone S4	Avery
Zone S5	Carmichael Drive
Zone S6	Bioinformatics
Zone S6	EPA

Zone S6	EPA Loading
Zone S6	Glaxo
Zone S6	Isaac Taylor
Zone S6	Mason Farm Road
Zone S6	South Chiller
Zone S8	Kenan Field House
Zone S9	Dean E. Smith
Zone S10	Boshamer
Zone S11	Bowles
Zone S11	Manning
Zone S11	Smith
Zone S11	Williamson
Zone S12	Bernard Street
Zone S12	Branson Street
Zone S12	Community Building
Zone S12	Hibbard Drive
Zone S12	Jackson Circle
Zone S12	Mason Farm Road
Zone S12	Branson Overflow
Zone S12	Community Building
Zone S12	Mason Farm Overflow
Zone WN	Weeknight Parking
Zone T	Outdoor Recreation
Zone W	Beard

Pursuant to Section 1-2, the Chancellor, through his/her/their designee(s), may modify parking zones by adding or deleting University parking facilities from such zones and may change traffic flow patterns and hours of operation as deemed necessary or advisable for the administration or enforcement of this Ordinance.

Sec. 3-4. Parking Fees

1. Parking Permit Fees. Parking permit fees for employees are established based on an employee's base salary as of April 1st prior to the beginning of the permit year. The salary scale determined on April 1st will be used for the entire permit year and will not change if salary changes occur during the permit year. If an employee's employment begins after April 1st, the employee's starting day base salary will be used to determine the parking permit fee.

2. Flex Parking Fees. Parking permit fees for employees with a gated, nongated, park-and-ride, or weeknight permit may be reduced to recognize hybrid/flex schedules and reduced on-Campus presence. Such flex parking fees are calculated based on three (3) days or less parking per week. Departments/units are responsible for verifying an employee's reporting schedule when requesting flex parking fees. It is a violation of this Ordinance for an employee to exceed three (3) days of parking within a week with this type of permit. An employee found in violation will be subject to the cancellation of the flex parking permit and required to purchase a full week permit.

The student parking permit fees shall be charged as follows:

Permit Type	2021-2022
Reserved	\$749
Gated	\$605
Non Gated	\$461
RR (Estes Drive)	\$347
PR	\$234
WN (Weeknight Parking)*	\$0
Motorcycle Permit (no on-Campus permit)	\$192
Motorcycle (with on-Campus permit)	\$48
Motorized Two-Wheeled Vehicle (non-Motorcycle)	\$26
Electric Vehicle Charging Station Decal**	\$268

** The Electric Vehicle charging station virtual permit fee is supplemental to the base parking permit fee. Electric Vehicle users who have purchased this virtual permit are entitled to use the charging station equipment/space and receive electricity to recharge their Vehicle's battery. After the battery has been fully charged, Electric Vehicle users are encouraged to relocate their Vehicle to a different location in the parking facility to allow other Electric Vehicle users access to the charging station.

The employee parking permit fees shall be charged as follows:

Permit Type	Salary Scale (in thousands)	2021-2022
ALG/RS	<\$32	\$1,097
	\$32-<\$50	\$1,208
	\$50-<\$100	\$1,524
	≥\$100	\$2,355
ALG	<\$32	\$823
	\$32-<\$50	\$907
	\$50-<\$100	\$1,143
	≥\$100	\$1,766
Reserved	<\$32	\$739
	\$32-<\$50	\$816
	\$50-<\$100	\$1,029
	≥\$100	\$1,590
Gated	<\$32	\$597
	\$32-<\$50	\$658
	\$50-<\$100	\$831
	≥\$100	\$1,284
Non Gated	<\$32	\$453
	\$32-<\$50	\$500
	\$50-<\$100	\$628
	≥\$100	\$972
RFS/ALG	N/A	\$341
PR	<\$32	\$234

Permit Type	Salary Scale (in thousands)	2021-2022
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402
Weeknight Parking	<\$32	\$234
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402
Weeknight Parking (CAP)	N/A	\$25
Motorcycle Permit (no on-Campus permit)	<\$32	\$191
	\$32-<\$50	\$208
	\$50-<\$100	\$263
	≥\$100	\$406
Motorcycle Permit (with on-Campus permit)	<\$32	\$43
	\$32-<\$50	\$48
	\$50-<\$100	\$59
	≥\$100	\$91
Motorized Two-Wheeled Vehicle (non-Motorcycle) Permit	<\$32	\$26
	\$32-<\$50	\$26
	\$50-<\$100	\$26
	≥\$100	\$26
Electric Vehicle Charging Station Decal*	N/A	\$268

* The Electric Vehicle charging station virtual permit fee is supplemental to the base parking permit fee. Electric Vehicle users who have purchased this virtual permit are entitled to use the charging station equipment/space and receive electricity to recharge their Vehicle's battery. After the battery has been fully charged, Electric Vehicle users are encouraged to relocate their Vehicle to a different location in the parking facility to allow other Electric Vehicle users access to the charging station.

The employee flex parking permit fees shall be charged as follows:

Permit Type	Salary Scale (in thousands)	2021-2022
Gated	<\$32	\$597
	\$32-<\$50	\$658
	\$50-<\$100	\$831
	≥\$100	\$1,284
Non Gated	<\$32	\$453
	\$32-<\$50	\$500
	\$50-<\$100	\$628
	≥\$100	\$972
PR	<\$32	\$234
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402

Permit Type	Salary Scale (in thousands)	2021-2022
Weeknight Parking	<\$32	\$234
	\$32-<\$50	\$258
	\$50-<\$100	\$309
	≥\$100	\$402

	2021-2022
15 Minute Service Permit	\$82
2-Hour Service Permit	\$658
Official Visitor Permit	\$658
Vendor Service Permit	\$816

The Chancellor, through his/her/their designee(s), is authorized to change permit prices (higher or lower) as he/she/they determines is reasonable and appropriate in his/her/their discretion. Notice of such change shall be given at least 30 days prior to the enforcement of such change and will be posted on the Department's website (<https://move.unc.edu/>). Any such change shall be reported to the Board of Trustees for information and shall be recorded in the minutes of the Board of Trustees as an amendment to this Ordinance.

3. Short Term Parking and Event Parking Fees. Fees for short term parking and event parking shall be charged as follows:

Short Term and Event Parking Fees	
Service	Fee
Metered Space Parking	<ul style="list-style-type: none"> \$1.75 activation fee per hour (maximum of eight hours). All short-term meters across Campus shall be \$1.00 per half-hour, and the maximum time for meter parking at these meters will be thirty minutes.
Electric Vehicle Charging Station Usage by Visitors on Nights and Weekends	<ul style="list-style-type: none"> \$0.75 per hour of battery charging (fee does not apply to those who have purchased an Electric Vehicle charging station decal)
Hourly/Daily Pay Parking	
Dogwood Deck, Ambulatory Care Center Lot+	<ul style="list-style-type: none"> \$1.50 per hour with a daily maximum (or lost ticket) of \$10.00 No charge for visits of less than 15 minutes
Morehead Lot, Raleigh Road Visitor Lot, Rams Head Deck	<ul style="list-style-type: none"> \$1.75 per hour No charge for visits of less than 5 minutes
Parking Validation Coupons	
Visitor Campus Parking Facilities (valid at Morehead Lot, Raleigh Road Visitor Lot, and Rams Head Deck)	<ul style="list-style-type: none"> \$1.75 for one hour coupon \$14.00 for one-day (8 hour) coupon
Patient Care Parking Facilities (valid at Dogwood Deck and ACC Lot)	<ul style="list-style-type: none"> \$1.50 for one hour coupon \$10.00 for one-day (8 hour) coupon

Short Term and Event Parking Fees	
Service	Fee
Space Reservations made by University Units in Pay Lots and Pay Decks	
Morehead Lot, Raleigh Road Visitor Lot, Rams Head Deck	<ul style="list-style-type: none"> • \$8.00 per half day (4 hours) • \$16.00 per day (8 hours)
Event Parking	
Car	• \$20 (maximum fee)
Limousine	• \$30 (maximum fee)
RV	• \$40 (maximum fee)
T&P assistance with chartering bus service with local companies	• \$25 (plus actual cost of charter services provided)
T&P Monitoring Service	• \$27 per hour, with a 3-hour minimum, for each monitor assigned
Reserving Meters – T&P may reserve meter spaces for an event	<ul style="list-style-type: none"> • \$8.00 per meter for half a day • \$16.00 per meter for full day
Daily Permit Fees	<ul style="list-style-type: none"> • \$5 for daily non-gated Campus permitted parking lots. • \$7 for daily gated Campus permitted parking lots.
Equipment Set-up	<ul style="list-style-type: none"> • \$17 per hour per staff person. • \$40 fee per sign, which includes set-up, will be charged to the sponsoring department.

+The maximum daily parking fee for the Dogwood Parking Deck and/or the Ambulatory Care Center Lot may be changed from time to time by mutual agreement of the Department and UNC Health.

Sec. 3-5. Event Parking

The Chancellor, through his/her/their designee(s), may cause any parking facility to be reserved to accommodate event parking (e.g., for concerts, plays, athletics, and other events). The applicable fee(s) are set forth in Section 3-4. Excluded from these fees are parking facilities approved for use under Section 3-5.2 (i.e., football and basketball parking).

Parking in certain areas will be reserved by Campus units for events held in Campus venues and facilities for specifically authorized persons. Management of the areas is the responsibility of the Department. Event permits may be required and shall be issued and controlled by the Department, as applicable.

The Director of the Department is authorized to remove and/or cite Vehicles parked in reserved spaces prior to football and basketball games pursuant to Section 3-20. On the day such relocation occurs, a list of all relocated Vehicles will be available at the Department in the Public Safety building.

1. Notification to Permit Holders. The Chancellor, through his/her/their designee(s), will take one or more of the following steps to inform permit holders of event parking policies:

- a. information electronically mailed to all permit holders affected by event parking;
- b. informational signs posted at the entrances to areas reserved for events;
- c. press releases;
- d. information posted on the website of the Department; and
- e. other methods as appropriate.

2. Football and Basketball Game Day Parking

- a. The Chancellor, through his/her/their designee(s), may reserve in advance parking facilities for use by authorized persons during times designated for football or basketball home game day operations. Game day permits are issued and controlled by the Athletic Department, Educational Foundation, the Chancellor's Office, and the Department. Vehicles without the appropriate authorization or credentials are not permitted in the affected areas during home game days.
- b. Certain parking facilities will be designated and reserved in advance for use by working employees who have permits for areas that have been reserved for events and others as defined by the Chancellor, through his/her/their designee(s). Vehicles already parked in parking facilities designated and reserved for working employees will not be required to move.
- c. Parking is prohibited at metered and permitted spaces on Main Campus roadways between the hours of 8:00 a.m. and 12:00 midnight on home football game days to accommodate routing of incoming and outgoing traffic.

3. Concerts. The Chancellor, through his/her/their designee(s), may reserve in advance parking facilities for pay parking for the public during times designated for concerts and other non-athletic events. Vehicles already parked in these area are not required to move unless otherwise posted.

4. Miscellaneous Services.

- a. Charter Bus Services -- the Department will assist with chartering bus services with local companies, subject to the payment of applicable fee(s) described in Section 3-4;
- b. Monitor Services -- the Department will arrange for monitor services for events upon request of the sponsoring unit or department, subject to the payment of applicable fee(s) described in Section 3-4;
- c. Reserving Meters -- the Department may reserve meter spaces for an event, subject to the payment of applicable fee(s) described in Section 3-4;

- d. Permit Fees -- the Department may issue event permits during normal regulation hours, subject to the payment of applicable fee(s) described in Section 3-4.
- e. Equipment Set-up -- the Department will provide the necessary equipment and signs for an event, including equipment set-up and removal services, subject to the payment of applicable fee(s) described in Section 3-4.

Sec. 3-6. Metered Spaces

The Chancellor, through his/her/their designee(s), may designate metered parking spaces within any parking facility on Campus for general use, or on those portions of public streets as indicated in Section 1-10, and may specify the length of time for parking in each space. Meter activation is required Monday through Friday during the hours posted. On-street parking meters, off-street parking meters, and meter pay stations may be activated by designated payment method(s). The applicable fees are set forth in Section 3-4.

- 1. Expired Meter. It is a violation of this Ordinance for any Vehicle to occupy a metered space without the meter being activated by appropriate payment.
- 2. Cumulative Violations of Expired Meter. Any Vehicle in violation of Section 3-6.1 will be subject to the issuance of a citation for each additional meter activation period that the Vehicle occupies the space with the meter expired.
- 3. Extended Parking at Meters. It is a violation of this Ordinance for any Vehicle to occupy any portion of a metered space for more than twenty-four consecutive hours, regardless of meter activation.
- 4. Abuse of Meters. It is a violation of this Ordinance for any person to deface, damage, tamper with, willfully break, destroy, impair the usefulness of, evade without tendering due payment, or open without lawful authority any parking meter installed pursuant to this Ordinance. It is a violation of this Ordinance for any person to insert any object into a parking meter or parking pay station that is not a lawful currency of the United States or a credit/debit card.

Sec. 3-7. Controlled-Access Zones

The Chancellor, through his/her/their designee(s), shall cause a gate to be erected at the entrance and exit of each controlled access parking facility that can be opened and closed either by assigned methods of gate-control (e.g., gate card, access code, remote control, or license plate recognition) or by a gate attendant. It shall be unlawful to transfer or to use assigned access cards or devices for Vehicles not registered for that controlled-access zone and for that card or device. If any person uses or allows to be used his/her/their access card or device to knowingly enable another Vehicle to enter or exit a controlled-access zone without paying the applicable parking or permit fee, such person, in addition to being responsible for the applicable fine, may

have their card-access rights to University controlled-access zones deactivated for a period of one calendar year from the date of occurrence.

It is unlawful for Vehicles to enter or park in an hourly/daily pay parking facility or other controlled access area during the posted operation hours without paying the appropriate fee or displaying a valid permit for that controlled-access area. Whether or not a gate is open during the hours of pay parking operation is not an indication that an unauthorized Vehicle may legally drive through and park in the gated zone.

It is unlawful for any person to deface, damage, tamper with, willfully break, destroy, impair the usefulness of, evade without tendering due payment, or open without lawful authority an entry or exit gate or equipment. A fee equal to the amount of the cost of the repair or replacement of the damaged equipment will be assessed to the individual or entity responsible for such damage, in addition to the applicable parking fine.

It shall be unlawful for a Vehicle to enter or exit a controlled-access zone by trailing immediately behind another Vehicle before the gate has an opportunity to drop (a.k.a. “tailgating”) for the purpose of evading payment of the applicable parking or permit fee. It shall be unlawful to allow a Vehicle to enter or exit a controlled-access zone by tailgating behind one’s own Vehicle for the purpose of knowingly enabling the second Vehicle to evade payment of the applicable parking or permit fee. A tailgating violation, in addition to the applicable parking fine, may result in the deactivation of a violator’s parking permit for a period of one calendar year from the date of occurrence.

The applicable parking fees for the University’s various hourly/daily pay parking facilities are listed in Section 3-4. The hours of operation for each hourly/daily pay parking facility shall be posted at the entrance to such area. During holidays when the parking regulations are not in effect, the parking gates will be open and there will be no charge for parking in the University’s hourly/daily pay parking facilities.

Vehicles are prohibited from parking in any hourly/daily pay parking facility, without prior authorization from the Department, for more than fifteen concurrent calendar days without moving from the space. If any Vehicle continues to remain parked without moving from such parking space five days after having been ticketed for this parking violation, such Vehicle shall be deemed abandoned and subject to impoundment procedures in accordance with Section 7.3. If the Vehicle is impounded, the owner shall be responsible for both the towing fees and the parking fees for such hourly/day pay parking facility for the applicable number of days.

1. Dogwood Parking Deck. The Dogwood Parking Deck is primarily reserved for UNC Health patient services. In order for a University-affiliated employee or student to legally park in this deck, such individual:

- a. must be a bona-fide patient or visitor of UNC Health and possess a permit for affiliated parking Monday through Friday, 9:30 a.m. – 5 p.m.; or
- b. may be authorized and permitted to park on the 4th and 5th levels outside of normal patient and visitor hours (or Monday through Friday 5:00 a.m. to 9:30 p.m. and 24-hours a day on weekends), unless otherwise posted.

2. Ambulatory Care Lot. The Ambulatory Care Lot is primarily reserved for UNC Health patient services. In order for a University-affiliated employee or student to legally park in this parking facility, such individual:

- a. must be a bona-fide patient or visitor of UNC Health and display an approved permit for affiliated parking 9:30 a.m. – 5 p.m.
- b. May be authorized and permitted to park outside of normal patient and visitor hours (5:00 p.m. to 9:30 a.m., Monday through Friday and weekends), unless otherwise posted.

3. Morehead Lot. Visitors must park in designated visitor spaces. Employees and students are not eligible to park in visitor parking spaces Monday through Friday from 7:30 a.m. until 5:00 p.m., unless otherwise posted. No Vehicle shall remain parked for more than a 24-hour period in the visitor spaces without exiting and paying the required fee.

4. Raleigh Road Visitor Lot. Employees and students may park and pay the applicable fee described in Section 3-4. No Vehicle shall remain parked for more than a 24-hour period in a visitor space without exiting and paying the required parking fee.

5. Rams Head Deck. Student commuter permits are valid unless otherwise posted. Students without a commuter permit, as well as any employee or visitor, may park and pay the applicable fee described in Section 3-4. No Vehicle shall remain parked for more than a 24-hour period in the deck without exiting and paying the required fee.

6. Parking Validation Coupons and Validation Stamps. A unit or departments wishing to pay parking fees for visitors or patients may purchase validation coupons from the Department. Such coupons are valid in designated pay and hourly visitor parking facilities on Campus. The one-day validation coupon is valid for eight hours of parking. Fees not covered by the validation coupons are the responsibility of the visitor or patient. Parking validation coupons can be obtained by submitting an application and payment to the Department. The fees for the types of parking validation coupons are described in Section 3-4. A unit or department that is unable to use coupons for parking in the visitor pay areas may apply for a validation stamp. This stamp is designated for use by the unit or department to authorize parking for visitors and patients. The parking charges will be billed to the hosting unit or department on a monthly basis by the Department. There will be a monthly processing fee of \$10.00 for all validation stamp accounts. Validation stamps and coupons are not to be used by employees or students, and any misuse by the aforementioned persons will result in the revocation of stamp and coupon privileges for one calendar year with no refund to the unit or department.

7. Reserving Spaces in Controlled-Access Lots. A unit or department that wishes to pay for reserved spaces in the Morehead Lot, Raleigh Road Visitor Lot, or Rams Head Deck must purchase reservation coupons from the Department. The fees for reservation coupons are listed in Section 3-4. A half-day coupon is to be used when a visitor is arriving and leaving before 12:00 p.m. (noon). A full-day coupon is used when a visitor arrives before noon and leaves after noon or when a visitor arrives any time after noon.

Sec. 3-8. Parking at Leased Spaces in Lots Under Control of Lessor

The University leases property at locations away from Main Campus for the benefit of its units and departments. Under the terms of such leases, the University may obtain the right to use individual parking spaces in a parking facility that remains under the control of the third party lessor. University units and departments at such locations may choose (collectively, if more than one department is located at the leased premises) either to provide such parking at no cost to their employees or to require employees to pay for the leased parking in order to recover the costs for obtaining and maintaining such parking. If the unit or department chooses to require employees to pay for parking, such unit or department shall determine rates annually on a location by location basis. At no time shall the total fee charged to employees for parking at these off-Main Campus locations exceed the costs to the University of obtaining, maintaining, and providing these spaces. The Department shall have no role in issuing permits, setting or collecting fees, or maintaining or policing any off-Main Campus spaces. The administrative office of such unit or department will be responsible for all administrative tasks associated with the management and administration of parking at these locations consistent with the lessor's policies and regulations.

Sec. 3-9. [Reserved. Intentionally left blank.]

Sec. 3-10. [Reserved. Intentionally left blank.]

Sec. 3-11. [Reserved. Intentionally left blank.]

Sec. 3-12. [Reserved. Intentionally left blank.]

Sec. 3-13. [Reserved. Intentionally left blank.]

Sec. 3-14. Reserved Parking

A sufficient number of parking spaces shall be reserved to accommodate Service Vehicles, State-owned Vehicles, Motorcycles, Electric Vehicles, visitors, disability parking, and to meet other needs as they arise. The Chancellor, through his/her/their designee(s), shall determine the location and status of reserved parking spaces. Reserved spaces for individuals or units/departments must receive approval from the Chancellor, through his/her/their designee(s). The annual fee for reserved spaces shall be defined in Section 3-4 (Permit Fees, RS spaces).

Parking at the Carolina Inn, Horace Williams Airport, School of Government, Friday Center, Kenan Center, and certain other designated University parking facilities, as posted, is reserved parking. Spaces are charged at the reserved rate unless otherwise provided herein.

It is unlawful for any unauthorized person to park a Vehicle in a reserved space. Notice of the reserved status of a parking space shall be prominently posted at the space. Once posted, such spaces are reserved at all times unless otherwise indicated.

1. Visitor Disability Parking. It is unlawful for non-mobility impaired affiliated individuals to display a State disability plate, State disability permit, or disabled veteran license plate. Misuse of such plates or permits shall result in the issuance of a parking citation, tow, impound, or boot. A sufficient number of parking spaces shall be reserved to meet the needs of the mobility impaired. It is unlawful to park a Vehicle in a space posted for disability parking or in a manner denying access to a disability parking space or disability access to a building or sidewalk. Public disability spaces are reserved at all times unless otherwise indicated.

2. Disability Parking for UNC Employees, Students, and Affiliates. A sufficient number of parking spaces shall be reserved to meet the needs of University and UNC Health affiliated mobility impaired persons. It is unlawful for any unauthorized person to cause a Vehicle to occupy these designated spaces or park in a manner denying access to a disability parking space or disability access to a building or sidewalk.

3. Disability Parking. Employees (including contract employees) and students are required to apply for and purchase the appropriate permit to park in the spaces reserved for mobility impaired employees and students.

4. Service Parking. The Chancellor, through his/her/their designee(s), shall decide the quantity and location of service spaces. It is unlawful for any person to cause a Vehicle to occupy a service space for any purpose other than that for which the area is designated or without the appropriate permit. Service spaces will be signed to indicate time restrictions.

5. Electric Vehicle Parking. Electric Vehicle charging stations have been installed in a limited number of parking facilities on Campus. Adjacent to each Electric Vehicle charging station, one or more parking spaces shall be reserved for Electric Vehicle parking. It is unlawful to park a non-Electric Vehicle in a space reserved for Electric Vehicles.

Sec. 3-15. Visitor and Conference Parking

Units and departments may request parking spaces in one of the short term visitor pay parking facilities (as described in Section 3-7). Applicable fees for such spaces are set forth in Section 3-4. Parking may be available in parking facilities or visitor parking during the summer and academic breaks.

Sec. 3-16. Bus Stops

Sufficient areas shall be set aside for bus stops for the use of municipal and regional public transportation systems serving the University community or any bus/shuttle system operated by the University. The Chancellor, through his/her/their designee(s), shall determine the location of each bus stop. It is unlawful for any person to cause a Vehicle to occupy a bus stop for any purpose other than for which the areas are designated.

Sec. 3-17. State-owned Vehicle Parking

State-owned Vehicles may park on Campus as follows:

1. State-owned Vehicles may park in any spaces specifically reserved for State-owned Vehicles for the amount of time indicated on the sign designating the space as a State-owned Vehicle space.
2. State-owned Vehicles may park in any regular parking space for no more than forty-eight hours. All State-owned Vehicles owned or assigned to the University are required to display parking permits.
3. Units and departments with State-owned Vehicles, including utility or golf carts, are required to complete a parking permit application indicating each Vehicle owned or leased. Units and departments will be issued a permit and charged an annual fee for all Vehicles utilizing parking spaces.
4. State-owned Service Vehicles are subject to parking actions as follows:
 - a. State-owned Service Vehicles are prohibited from parking in a regular parking space for more than forty-eight hours and are subject to the issuance of a civil penalty and Vehicle immobilization, booting, and/or towing fees.
 - b. Certain parking spaces on Campus may be restricted from use by State-owned Vehicles from time to time, in accordance with Section 3-20.

Sec. 3-18. Motorized Two-Wheeled Vehicle Parking

Owners of Motorized Two-Wheeled Vehicles are required to purchase and display a permit and must park in designated parking facilities for Motorized Two-Wheeled Vehicles. No person shall park a Motorized Two-Wheeled Vehicle in any area of Campus not designated as Motorized Two-Wheeled Vehicle parking. Motorized Two-Wheeled Vehicles may park at metered spaces upon activation of the meter. In parking facilities, Motorized Two-Wheeled Vehicles are required to park in designated Motorized Two-Wheeled Vehicle parking facilities with the appropriate permit.

In the case of a person wishing to register a combination of an automobile and a Motorized Two-Wheeled Vehicle, full payment will be required for the automobile permit, but there will be a reduced charge for the additional Motorized Two-Wheeled Vehicle permit. Full payment will be required for a Motorized Two-Wheeled Vehicle permit when purchased in conjunction with a PR permit or a permit for other park and ride areas. No more than one Vehicle permit and one Motorized Two-Wheeled Vehicle permit shall be issued to any registrant.

Sec. 3-19. Bicycle Parking

1. Bicycle Registration. Employees and students are required to display a Bicycle permit when bringing Bicycles to Campus. This permit is issued free of charge upon the completion of a Bicycle registration form. Bicycle parking is available throughout Campus and is designated by the presence of Bicycle racks or specifically designated areas.

At the beginning of each semester, a four week warning period will be in place to allow for the registration and display of the Bicycle permits to occur. Warning tags issued by the Department may be attached to a Bicycle in violation of this Ordinance. Bicycle owners finding such warning tags attached must remove the Bicycle within eight hours or it will be impounded. However, impoundment for violation of this Ordinance may be executed with or without such tags attached.

2. Improper Bicycle Parking. Any Bicycle parked in violation of this Ordinance is subject to impoundment without prior warning. Bicycles shall not be parked or stored in any location other than areas designated for Bicycle parking, including, but not limited to:

- a. inside any University facility;
- b. against or attached to any tree, bush, plant, or foliage;
- c. against or attached to any electrical fixture, sign post, lamp post, railing, public seating fixture, or emergency safety device; or
- d. in any other area where parking is prohibited specifically by this Ordinance.

Sec. 3-20. Temporary Parking Restrictions

The Chancellor, through his/her/their designee(s), is authorized to temporarily prohibit parking, stopping, or standing on driveways, streets, alleys, and parking facilities on Campus, and to reserve parking spaces for special use when such action is necessary due to events, emergencies, or construction. Temporary signs or barriers shall be posted, and a representative of the Department or other University official shall give notice of regulations issued under this section. It is unlawful for any person to violate such regulations.

1. Overnight Parking Restrictions. As specifically designated by the Department, parking facilities or parking spaces may be restricted from overnight parking to ensure availability of facilities during alternate hours. Signs and/or barriers shall be posted at these locations. It shall be unlawful for any person to violate such regulations.

2. Athletic and Event Parking Restrictions. Certain parking facilities shall be restricted from overnight parking to ensure availability of the facilities during athletic events and other events. Signs and/or barriers shall be posted at these locations. It shall be unlawful for any person to violate such regulations.

Sec. 3-21. Weeknight Parking

The Chancellor, through his/her/their designee(s), may cause certain parking facilities to be reserved on weekdays after 5:00 p.m. and on weekends to accommodate weeknight parking. It is a violation of this Ordinance to park in areas that have been marked for reserved weeknight parking without a valid weeknight permit.

Sec. 3-22. Acquisition of Non-University Parking Support

The Chancellor or his/her/their designee(s) is authorized to acquire by contract parking, parking management, and other services from representatives owning or controlling non-University facilities.

Sec. 3-23. Idling at Air Intake Vents

It is a violation of this Ordinance for any person to cause a Vehicle to be parked on Campus with the engine running near a building's air intake louver. Signs indicating the locations of these air intake louvers shall be posted prominently. Vehicles in violation of this section are subject to the issuance of a citation.

Sec. 3-24. Signs

The Chancellor, through his/her/their designee(s), shall decide on the size and appearance of parking signage located on Campus. It is a violation of this Ordinance for any person to deface, damage, tamper with, break, destroy, impair the usefulness of, remove, relocate, steal, or possess any traffic or parking sign erected by the Department. Possession of any such sign shall be prima facie evidence of the violation of this section. Conviction for violation of this section may result in criminal prosecution, a fine, suspension, or expulsion from the University.

Section 3-25. Leaking Vehicles

It is a violation of this Ordinance for any person to park on Campus a Vehicle that leaks, spills, discharges, or emanates any fluid, solid, or other substance, including, but not limited to gasoline, diesel fuel, transmissions oils, or motor oils (collectively, "leaks"). Vehicles in violation of this section are subject to the issuance of a citation and the Vehicle's owner shall be responsible for any and all associated costs and expenses of such leaks, including environmental cleanup costs.

ARTICLE IV. PARKING PERMITS

Sec. 4-1. Parking Permits

The Chancellor, through his/her/their designee(s), may issue permits to park in parking facilities described in Section 3-3 to employees, students and affiliated organizations operating on Campus upon payment of the appropriate fee listed in Section 3-4. Parking permits issued to employees may have a duration of one year or more. As part of the parking permit application process, applicants are required to provide the license plate number(s) of the Vehicle(s) they plan to park on Campus. Failure to register the license plate with the Vehicle(s) to which the permit is assigned is a violation of this Ordinance and will result in a citation. If a parking permit is registered to more than one Vehicle, only one Vehicle may be parked on Campus at a time. Failure to abide by this restriction is a violation of this Ordinance and will result in a citation.

All permits issued under this section are subject to limitations that may be imposed by the Chancellor, through his/her/their designee(s), under Section 3-20 (Temporary Parking Restrictions). Permits shall be allocated among the students and employees in a manner that will best serve the needs of the University community as a whole. The University Departmental Parking Permit Allocation Policy is available online at <http://move.unc.edu/parking/parking-allocation-formula>.

1. Transferring Employee Permits. If an employee transfers from one unit or department to another unit or department, the permit stays with the allocating unit or department. If the employee's new unit or department does not have a parking permit allocation, then the individual will be referred to the Department' Registration Division for resolution.

2. Student Parking Permit Allocations. Student parking permits are distributed primarily through a lottery system in accordance with procedures posted on the T&P website. A supplemental set of student parking permits are made available for hardship cases. University student government representatives are responsible for assigning the available set of student hardship permits to students in accordance with the procedures of the student government hardship parking committee.

3. Student Parking Permit Eligibility. The following student parking permit eligibility restrictions apply:

- a. no first-year undergraduate student is eligible for a permit during the academic year unless authorized through the student hardship process; and
- b. no parking permit shall be issued to any student for any Vehicle that is required to be registered pursuant to Chapter 20 of the General Statutes, or the corresponding statute of another state or nation, until the student requesting the permit provides the name of the insurer, the policy number under which the student has financial responsibility, and the student certifies that the Vehicle is at least insured at the levels set forth in G.S. § 20-279.1(11).

4. Retired Employee Permits. An allocation of a maximum of 350 permits designated as RFS/ALG will be available to retired employees applying for parking on Campus. The RFS/ALG permits are valid in permit zoned lots (excluding the Cardinal Deck) after 12:00 p.m. Retired employees interested in applying for a RFS/ALG permit must submit their request through their department coordinator. RFS/ALG permits will be distributed to departments requesting them based on the same formula that is utilized to distribute the primary parking allocations. The RFS/ALG permit fee will be as listed in the fee chart in Section 3-4.

5. Postdoctoral Fellows' Permits. Postdoctoral Fellows shall be allocated an appropriate number of permits by the Department. A Postdoctoral Fellow may submit a request to be issued a permit from the Postdoctoral Fellows' allocation. If there are more requests for permits than there are permits, priority will be given based on years of service with the

University. Any Postdoctoral Fellow not receiving a permit will be placed on a waiting list. The department in which the Postdoctoral Fellow works may assign a permit from its departmental allocation.

6. Temporary Permits. Temporary permits may be issued in areas where space is determined to be available. A fee will be charged for such temporary permits.

7. Other Agencies. Parking permit allocations may be assigned to agencies closely related but not affiliated with the University as appropriate based on determination by the Department. Full payment of the value of the allocation will be required prior to receipt of the permits for distribution.

Sec. 4-2. Specific-Use Parking Permits

The Chancellor, through his/her/their designee(s), may issue specific-use permits under the conditions and at the fees indicated in Section 3-4 to be effective for a duration of one or more years. All permits issued under this section are subject to limitations that may be imposed by the Chancellor, through his/her/their designee(s), under Section 3-20 (Temporary Parking Restrictions). Misuse of said permits shall result in confiscation of the permit and no further permits shall be issued for the remainder of the academic year. No refunds shall be issued on those permits requiring a paid fee. Persons found to be displaying said permits in violation of this section may be subject to a citation, tow, impoundment, or boot of their Vehicle.

1. Service Permits.

- a. Two-hour service permits are designed for use by employees who perform maintenance on equipment, deliver or install equipment, load or unload at primary work location, attend meetings away from primary work location, or have duties that cannot be met by transit or State-owned Vehicles. Use of the two-hour service permit is limited to a two-hour time limit in any one location, unless otherwise specified. Units and departments may apply for two-hour service permits through the Department using an application form which must be signed by the unit Director or department Chair. Requests for additional permits must include justification of the need and address the reasons for the inability of transit to meet such needs. Vehicles displaying a two-hour service permit may park in any unreserved parking space or any designated service permit space.
- b. Fifteen-minute service permits are designed for use by representatives of non-University affiliated service companies using unmarked Vehicles that have a need to make deliveries taking fifteen minutes or less. Companies may apply for the permit through the Department. Use of the permit is restricted to fifteen minutes in any one location. The fifteen-minute service permit may not be used by employees or students. Vehicles displaying a fifteen-minute service permit may park in any unreserved space or any designated service permit space.

2. Vendor Service Permits. Representatives of non-University affiliated service companies that have a contractual relationship with the University to deliver goods or services may apply for a vendor service permit through the Department. An application must be completed by the vendor and approved by the Department Director. Vendors with Vehicles prominently displaying the vendor's name or logo, performing routine deliveries and pick-ups from University buildings, and requiring less than fifteen minutes are exempt from any permit requirement. Employees and students are not eligible to display or purchase Vendor Service Permits.

Vendors may purchase temporary (i.e., one-day) permits from the Department. Vehicles displaying a Vendor Permit may park in areas designated by the Department.

Government Vehicles displaying federal license plates are exempt from the permitting requirements. However, construction Vehicles are not exempt from permitting requirements; construction contractors must contact the Department to arrange for appropriate parking. Construction contractors are not eligible for Vendor Permits.

3. "ALG" Permits. Said permits are issued to employees having broad, significant, Campus-wide responsibilities. ALG permits may be used in all gated and non-gated parking spaces, which are not otherwise reserved, with the exception of the Dogwood, Cardinal, and Rams Head Decks and all surface visitor parking facilities. "ALG" permits shall be allocated from the zone adjacent to the primary work location. "ALG" permits are approved by the Chancellor or his/her/their designee(s).

4. Disability Permits. Mobility impaired students and employees desiring parking on Campus must obtain a UNC Disability permit by the established application process, through the Department. An allocation of spaces will be made available to mobility impaired users, based upon a health care professional's certification of need. UNC Disability permits will be assigned from zones throughout Campus, and their cost will be based on the sliding scale fee structure. The Department will determine the zone based on access needs and availability. By displaying the UNC Disability permit, an individual may park in the assigned space or any unreserved space within the designated zone. Reasonable accommodations for mobility impaired students and employees will be made.

5. Vanpool Permits. The Chancellor, through his/her/their designee(s), shall determine vanpool allocations by the predominant driver based on space availability. Vanpool users must submit a list of participants to the Department with name, unit/department name, and work telephone number for each participating individual. The parking permit fee will be waived for vanpools.

6. Carpool Permits. Those persons wishing to carpool may apply through their unit/department jointly for a single transferable permit at no additional charge. Once issued, this permit will be transferable only among the Vehicles in the carpool, as registered with the Department. This permit shall be displayed as provided in Section 4-3. Only one of the registered Vehicles may be parked in the zone designated during parking control hours.

The Chancellor or his/her/their designee(s) shall determine carpool allocations based on space availability. The Commuter Alternatives Program (CAP) outlines available carpool options. If a carpool is disbanded during the permit year, the carpool permit must be cancelled and returned to the Department.

7. Emergency Staff Permits. Emergency staff permits are issued by UNC Health for those persons responding to emergency medical calls. The permits are only valid in the spaces designated for emergency staff parking.

8. Official Visitor Permits. A unit or department may apply for annual official visitor permits through the Department. Justification of need must accompany each request. The permit is not authorized for use by employees or students. If there is a visitor lot within two blocks of the requesting unit/department's destination, that visitor lot must be used in lieu of obtaining official visitor permits. Official visitor permits are not valid in any pay operations lot. Vehicles displaying this permit may park in spaces that are not metered, gates controlled for zone permits, pay visitor parking, or other areas specifically reserved.

9. Board Members Permits. Specific-use permits are issued to serving members of the:

- a. Board of Trustees of the University;
- b. Board of Governors of The University of North Carolina;
- c. Board of Directors of UNC Health; and
- d. other University-affiliated boards, as specified by the Chancellor, through his/her/their designee(s).

Vehicles displaying these permits may park in any unreserved zoned space and in any service space. These permits are not typically valid for controlled-access zones.

10. Construction Trailer Permits. Contractors who need parking for storage of materials or supplies may purchase a permit for \$70.00 per month. The construction trailers will be stored at a location on Campus designated by the Department.

11. Reserved Space Permits (RS). The Chancellor, through his/her/their designee(s), may issue a reserved space permit to a person, unit, department, or school. Job duties and other functions associated with employment shall be considered in determining whether a reserved space permit is appropriate (e.g., area directors required to live in residence halls). The cost of the permit and space shall be as defined in Section 3-4. Reserved spaces assigned to departments are for use by visitors/patients to the department only. Use of these permits by departmental employees is prohibited. The Department reserves the right to revoke a reserved space permit if said permit is misused.

12. Bicycle Permits. Students and employees are required to display a Bicycle parking permit. A Bicycle registrant will be issued a free, five-year Bicycle permit to be affixed as a sticker to the Bicycle frame as described in Section 4-3. Bicycle permits are not transferable.

13. Park and Ride Permits. Park and Ride lots are designated for employees and students commuting to Main Campus by parking their Vehicles away from Main Campus and using transit services to reach Main Campus. Persons parking in Park and Ride lots shall register in the Park and Ride program and display a Park and Ride (PR) permit in their Vehicle. The pricing for Park and Ride (PR) permits is set forth in Section 3-4.

Employees with a primary worksite located adjacent to a Park and Ride lot will not be eligible to utilize a Park and Ride lot as proximate worksite parking. Park and Ride lots are reserved for those using transit for their daily commute to Main Campus and not meant as primary parking for those working adjacent to the lot.

14. Weeknight Parking (WN) Permits. The Chancellor, through his/her/their designee(s), may issue weeknight parking permits. The “WN” permit will entitle the holder to park in designated WN parking zones from 5:00 p.m. to 7:30 a.m., Monday through Thursday. Daytime and park-and-ride parking permits are valid after 5:00 p.m., subject to Section 3-5; an additional WN permit is not required. The Weeknight Parking (CAP) permit is available for any registered CAP member whose work hours are between the hours of 7:30 a.m. and 5:00 p.m. and who does not have a daytime parking permit.

Sec. 4-3. Display of Permits

A physical parking permit must be properly displayed at all times. Parking permits must be clearly visible and cannot be obscured in any manner. A violation of this section will result in the appropriate fine.

Physical permit display options include:

1. Hanging the permit from the Vehicle's rearview mirror facing the front of the Vehicle, clearly visible through the front windshield. When using a special permit assigned to a department (such as two-hour service, etc.), the parking zone permit must be displayed in front of the special permit, so that both permits are clearly visible through the front windshield.

2. If the tint, slant, or other design factors of the Vehicle obscures in any way the permit's visibility, the permit should be displayed on the passenger side of the windshield in the lower corner.

3. A Bicycle permit must be affixed to the rear upright frame bar supporting the seat of the Bicycle.

4. A Motorcycle permit must be displayed on either: the rear fender so it can be seen when viewing the license plate from behind the Motorcycle; on the front fork; or on the State inspection plate. Permits for Motorcycle covers must be permanently affixed on the top rear area of the Motorcycle cover. The Department must record the license plate number of the authorized Motorcycle on the Motorcycle cover permit.

5. Permits for Vehicles using car covers must be affixed permanently on the top center windshield portion of the cover. The license plate number of the authorized Vehicle must be recorded on the permit by the Department. An additional permit must be displayed from the rearview mirror of the authorized Vehicle. The Department will record the license plate number of the Vehicle on the car cover.

6. Adhesive windshield permits should be displayed in the lower right-hand corner of the front windshield.

7. Virtual permit holders must register their Vehicle and license plate with the Department and obey all license plate visibility requirements (Sec. 3-1.4).

Sec. 4-4. Counterfeiting/Altering Parking Permits

It is unlawful for any person or entity not affiliated with the Department to produce (or cause to be produced), alter, or display, without authority of the Chancellor, through his/her/their designee(s), any parking permit, sticker, decal, gate card, or other device indicating eligibility to park on Campus. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s) (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department.

Sec. 4-5. Obtaining Parking Permits Through Unlawful Means

It is unlawful for any person or entity to obtain a parking permit by any means other than those procedures established by the Chancellor pursuant to this Ordinance, including but not limited to, obtaining such permits by theft, fraud, trickery, willful misrepresentation of fact, purchase from another, or gift from another. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department.

Sec. 4-6. Unauthorized Display of Parking Permits

The Chancellor, through his/her/their designee(s), may issue regulations for the transfer of permits from one Vehicle to another owned or used by the holder of the permit, and it is

unlawful for a person in possession of such a permit to use it in any manner inconsistent with such regulations.

It is unlawful for any person in possession of a parking permit, whether that possession is lawful or unlawful, to give, sell, or otherwise transfer or to attempt to transfer it to another. It is unlawful for any person to display on a Vehicle a parking permit not issued to that person for use with that specific Vehicle or to display a lost, stolen, counterfeit, or an altered permit. Any such permit shall be confiscated, no refund shall be issued, each violator will be issued a citation, the Vehicle(s) shall be towed, impounded, or booted, and the violator(s) shall be ineligible for any parking permit for one calendar year. A violator will first meet with the Chancellor's designated Hearing Officer, and thereafter, the violation(s) may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health for health system employees). Prior to the release of the Vehicle(s), the improper permit(s) must be surrendered to the Department.

Sec. 4-7. Reinstatement of Eligibility

Any person who is permitted to retain their eligibility for a parking permit after being charged with a violation of Sections 4-4, 4-5, or 4-6 will not be issued a refund for previously purchased permits (payroll deduction will continue). The person will be required to purchase a permit at the current prorated issuance rate for the zone being purchased.

ARTICLE V. TRAFFIC

Sec. 5-1. Interference with Traffic; Temporary Traffic Restrictions

It is unlawful for any person to park or bring to a halt on the Campus any Vehicle in such manner as to interfere with normal vehicular or pedestrian traffic.

The Chancellor, through his/her/their designee(s), may cause traffic on Campus to be restricted or rerouted as necessary by construction, emergency situations, special events, and other circumstances. Notice of such restrictions shall be given by placing temporary signs or barriers by a representative of the Department or other University official. It shall be unlawful to violate such restriction(s).

Sec. 5-2. Fire Lanes/Fire Hydrants

No person (even if mobility impaired) shall park a Vehicle, allow it to idle in, or block access to any area designated as a fire lane or any area within fifteen feet in either direction of a fire hydrant. Any emergency authorization for use of fire lanes must be obtained through the Department. Pavement markings and/or signs will prominently indicate fire lanes on Campus.

Sec. 5-3. Sidewalks and Landscape

No person shall operate or park a Vehicle on grass or shrubbery unless such areas are signed and marked for such activity.

Except for approved University Electric Vehicles or as authorized by the Chancellor or his/her/their designee(s), no person shall operate or park a Vehicle on a Campus sidewalk. Further, no person, other than on-duty law enforcement officers, shall operate or park a Motorized Two-Wheeled Vehicle on a Campus sidewalk. Bicycles may be operated on Campus sidewalks provided that no person shall operate a Bicycle in a manner that jeopardizes pedestrian safety or State-owned or private property.

No person shall use in-line skates or skateboards on Campus in a manner that jeopardizes the safety of other pedestrians; on any walls, monuments, gutters, ditches, railings, Bicycle racks, benches, other structures, fixtures, or property on the Campus; or on any ramps or steps on Campus except for the purpose of entering or leaving a building or making normal pedestrian progress along a Campus sidewalk.

Sec. 5-4. Speed Limits

1. It is unlawful to operate a Vehicle on Campus in excess of a speed of ten miles per hour, except as otherwise posted.
2. It is unlawful to operate a Vehicle on Cameron Avenue, Raleigh Street, or Bowles Drive in excess of a speed of twenty-five miles per hour.
3. It is unlawful to operate a Bicycle on a sidewalk on Campus at a speed or in a manner that would prove to be hazardous to pedestrians.

Sec. 5-5. [Reserved. Intentionally left blank.]

Sec. 5-6. [Reserved. Intentionally left blank.]

Sec. 5-7. Vehicular Traffic at Marked Crosswalks

The Chancellor, through his/her/their designee(s), may establish pedestrian crosswalks across streets, alleys, and driveways on Campus and on the public streets listed in Section 1-10 where the location of University buildings and sidewalks requires large numbers of persons to cross a street or driveway at a point other than street intersections as governed by G.S. § 20-155(c). A crosswalk shall be indicated by traffic signals, signs, or white stripes (hatched or unhatched) and will be a minimum of six feet in width. When a crosswalk has been marked off, it is unlawful for the driver of any Vehicle traveling on the street or driveway to fail to stop and to yield the right-of-way when there is a pedestrian in that portion of the crosswalk. The pedestrian must be on that side of the street or driveway in which the Vehicle is traveling.

Sec. 5-8. Pedestrian Obstructing Traffic

It is unlawful for a pedestrian to stand on the traveled portion of any street, alley, or driveway on Campus in such a manner to obstruct or prevent the free flow of traffic thereon, and in crossing streets, alleys, or driveways pedestrians shall keep in motion when in the traveled portion thereof.

Sec. 5-9. Passenger Pick Up and Discharge

It is unlawful for any person to stop a Vehicle on any street, alley, or driveway on Campus to pick up a pedestrian or discharge a passenger without first drawing up to the right hand curb.

ARTICLE VI. PARKING CONTROL

Sec. 6-1. Penalties

Any person violating any provision of this Ordinance or a regulation issued hereunder is subject to a civil penalty as indicated in the following schedule:

Violation Code	Title of Ordinance Section Violated	Amount of Civil Penalty
Sec. 3-1	Method of Parking	\$30
Sec. 3-1	Backend/Pull-through Parking	\$30
Sec. 3-3	Parking Zones	\$30
Sec. 3-6.1	Expired Meter	\$15 for meter expiration of 1 hour or less
Sec. 3-6.2	Cumulative Violations of Expired Meter	\$5 for each additional hour of meter expiration
Sec. 3-6.3	Extended Parking at Meters	\$25
Sec. 3-6.4	Abuse of Meters	\$50
Sec. 3-7	Controlled Access Zones	\$50
Sec. 3-14	Reserved Parking	\$50
Sec. 3-14.1	Visitor Disability Parking	\$250
Sec. 3-14.2	Service Zone Parking	\$50
Sec. 3-14.3	Disability Parking for UNC Employees, Students and Affiliates	\$50
Sec. 3-14.4	Electric Vehicle Parking	\$50
Sec. 3-16	Bus Stops	\$20
Sec. 3-17	State-owned Vehicle Parking	\$30
Sec. 3-18	Motorized Two-Wheeled Vehicle Parking	\$30

Sec. 3-19.1	Improper Bicycle Parking	\$10
Sec. 3-19.2	Bicycle Registration	\$5 for second violation; \$10 for third and subsequent violations
Sec. 3-20	Temporary Parking Restrictions	\$50
Sec. 3-20.1	Overnight Parking Restrictions	\$50
Sec. 3-20.2	Athletic and Other Special Event Parking Restrictions	\$20
Sec. 3-21	Weeknight Parking	\$30
Sec. 3-23	Idling at Air Intake Vents	\$50
Sec. 3-24	Signs	\$50
Sec. 4-1	No Registered Plate	\$30
Sec. 4-1	Shared Permit/Plate	\$30
Sec. 4-1.3	Freshman Parking	\$25
Sec. 4-3	Display of Permits	\$5
Sec. 4-4	Counterfeiting/Altering Parking Permits	\$200
Sec. 4-5	Obtaining Parking Permits Through Unlawful Means	\$200
Sec. 4-6	Unauthorized Display Of Parking Permits	\$50
Sec. 5-1	Interference with Traffic	\$50
Sec. 5-2	Fire Lanes/Fire Hydrants	\$250
Sec. 5-3	Sidewalks and Landscape	\$30, plus cost of repair
Sec. 5-4	Speed Limits	\$20
Sec. 5-7	Vehicular Traffic at Marked Crosswalks	\$200
Sec. 5-8	Pedestrian Obstructing Traffic	\$50
Sec. 5-9	Passenger Pick Up and Discharge	\$20
Sec. 6-2	Emergencies; Law Enforcement Operational Necessities	\$50

Sec. 6-2. Emergencies; Law Enforcement Operational Necessities

Vehicle operation and parking may be prohibited under emergency and/or other law enforcement operational necessities. It shall be unlawful for any person to violate police instructions related to this section.

Sec. 6-3. Repeated Offenses

If any person is cited for violation of this Ordinance with respect to parking more than five times in a period of twelve months or more than twice in a period of thirty days, or is

determined to owe more than \$250.00 in unpaid fines, the Chancellor, through his/her/their designee(s), may cancel any parking permit issued to such person without refund of any portion of the fee paid thereof and shall cause the violator's license plate numbers to be entered on a list of repeat offenders. Once a person's license plate numbers are placed on a repeat offender list, the Vehicle is subject to impoundment or immobilization upon being parked in violation of this Ordinance. A citation found to be invalid will not be counted for purpose of this section. Any repeat offenses may be forwarded to the appropriate agency for disciplinary action(s), (i.e., the Student Attorney General for students, the Office of Human Resources and the department chair for SHRA employees, the department chair for University faculty and EHRA non-faculty employees, and UNC Health Personnel Department for health system employees).

ARTICLE VII. FEES

Sec. 7-1. Vehicle Impoundment Fee

In addition to the assessment of the applicable civil penalty pursuant to Article VI, any Vehicle parked in violation of this Ordinance may be removed to a storage area. The Chancellor or his/her/their designee(s) may refuse to authorize release of a Vehicle to the owner or custodian until the towing fee, storage fees, and all other outstanding balances owed to the Department are paid in full or a payment plan is established during normal business hours.

The owner or custodian of a Vehicle impounded under any regulation of this Ordinance may appeal the impoundment in person or in writing within ten calendar days to the Chancellor's designated Hearing Officer pursuant to Section 8-1. Submitting an appeal to the Chancellor's designated Hearing Officer does not substitute for payment of the towing or storage fees for removal of the impounded Vehicle.

The Chancellor, through his/her/their designee(s), is authorized to have towed from Campus any Vehicle violating the provisions of this Ordinance. A towing fee shall be charged, in addition to any applicable penalty for violation of the Ordinance, to reimburse the University for its costs in removing the Vehicle.

Towing fees are as follows:

<i>Standard Tow</i>	<i>Dolly Wheels Used</i>
\$90.00	\$100.00

If the operator of the Vehicle to be towed arrives at the Vehicle prior to the tow truck moving the Vehicle from where it was parked, such operator shall still be responsible for the cost of the tow fee, which is charged to the University upon the dispatch of the tow truck. If the tow truck has initiated towing actions and the Vehicle's owner has arrived, the Vehicle will not be released until the appropriate fees have been paid to the Department.

A storage fee of \$10.00 per day may be charged to the owner or custodian of a Vehicle left at the University compound for more than twenty-four hours after towing. A storage fee of

\$2.00 per day may be charged for Bicycles, skateboards, or in-line skates, as well as a \$10.00 impoundment fee.

A valid driver's license must be provided by the owner/operator of the Vehicle prior to its release from each impoundment.

Sec. 7-2. Vehicle Immobilization Fee

Any Vehicle parked in violation of this Ordinance or any parking regulation issued hereunder may be immobilized by use of a wheel boot. Notice of the application of a wheel boot shall be posted prominently in one of three locations: (1) on the driver's side of the front window of the Vehicle, (2) on the rear windshield, or (3) on the driver's side window. Placement of the notice will depend on the type of Vehicle. A Vehicle immobilization fee shall be charged, in addition to any applicable penalty for violation of the Ordinance, to reimburse the University for its costs in immobilizing the Vehicle.

The Chancellor or his/her/their designee(s) may refuse to authorize release of a Vehicle to the owner or custodian until the immobilization fee, storage fees, and all outstanding balances owed to the Department are paid in full or a payment plan established during normal business hours. Wheel boots may only be removed by the Department staff or the Department of Public Safety staff, upon payment of the \$55.00 Vehicle immobilization fee. If the operator of the booted Vehicle arrives at the Vehicle prior to the parking control officer leaving the scene, such operator shall still be responsible for the cost of the Vehicle immobilization fee. The owner or custodian of the Vehicle impounded under any regulation of this Ordinance may appeal the immobilization in person or in writing within ten calendar days to the Chancellor's designated Hearing Officer, pursuant to Section 8-1. Submitting an appeal to the Hearing Officer is not a substitute for payment of the immobilization fee.

Vehicles immobilized for longer than twenty-four hours shall be removed to a storage area. The owner/custodian of the Vehicle shall be responsible for both the immobilization and tow fees and applicable storage fees.

Sec. 7-3. Impoundment of Abandoned and Derelict Vehicles

Any Vehicle that is partially dismantled, wrecked, deemed abandoned under Section 3-7, and/or does not display a current license plate and is left in such condition for more than ten days shall have a warning tag placed on it by a parking control officer. Such tag shall provide notice that if the Vehicle is not removed within five days from the date reflected on the tag, it will be considered abandoned and derelict. Such Vehicles shall be removed at the end of the five-day period to the University storage area at owner's expense and will be disposed of in accordance with Section 7-4 of this Ordinance.

Sec. 7-4. Disposal of Abandoned and Derelict Vehicles

1. An “abandoned Vehicle” is one that has been removed to the University’s storage area pursuant to authority granted in this Ordinance and has remained in storage for longer than five days.
2. A “derelict Vehicle” is a Vehicle:
 - a. that has an expired registration and the registered and legal owner no longer resides at the address listed on the last certificate of registration on record with the North Carolina Department of Transportation;
 - b. that has major parts removed so as to render the Vehicle inoperable and incapable of passing inspections as required under existing standards;
 - c. that has the manufacturer's serial plates, Vehicle identification numbers, license plate numbers, and any other means of identification removed so as to nullify efforts to locate or identify the registered and legal owner;
 - d. for which the registered and legal owner of record disclaims ownership or releases his/her/their rights thereto; or
 - e. for which the Vehicle is more than twelve years old and does not bear a current license as required by the Division of Motor Vehicles.
3. When any derelict or abandoned Vehicle is in the University's possession, the University shall dispose of it in accordance with the General Statutes.
4. Any proceeds from the sale of a derelict or abandoned Vehicle, after costs have been deducted for removal, storage, investigation, sale, and satisfying any liens of record on the Vehicle, shall be held by the University for thirty days and paid to the registered owner upon demand. If the owner does not appear to claim the proceeds within thirty days after disposal of the Vehicle, the funds shall be deposited in the Department’s Trust Fund, and the owner’s rights therein shall be forfeited forever.
5. No person shall be held to answer in any civil or criminal action to any owner or other person legally entitled to the possession of any abandoned, lost, or stolen Vehicle for disposing of the Vehicles as provided in this section.

Sec. 7-5. Bicycle and Skateboard Impoundment Fee

1. Bicycles. It shall be lawful for the Chancellor, through his/her/their designee(s), to impound at the owner/rider's expense, any Bicycle that is considered abandoned, junked, lost/stolen, parked/stored or operated in violation of this Ordinance, or state or local fire safety regulations. It shall be lawful for the Chancellor, through his/her/their designee(s), to remove security devices attached to Bicycles for impoundment purposes. The University shall not be held liable for damages made to a Bicycle or lock while impounding or during storage of the Bicycle. UNC Police or the Department staff, upon payment of the \$10.00 Bicycle impoundment fee, may release an impounded Bicycle. Bicycles that remain stored on racks for more than thirty

days at the end of any academic term, including summer sessions, will be deemed University property.

2. Skateboards and In-line Skates. It shall be lawful for the Chancellor, through his/her/their designee(s), to impound at the owner's/rider's expense any skateboard or in-line skates that are considered abandoned, junked, lost/stolen, or operated in violation of this Ordinance. The University shall not be held liable for damages done to skateboards or in-line skates while impounded. Owners/riders of impounded skateboards or in-line skates may claim them in person at the Department in the Public Safety building, subject to the payment of the penalty fee, if applicable, under Article VI for violation of Section 5-3. Owners/riders who are under age 18 must bring a parent or guardian with them to claim impounded skateboards or in-line skates. UNC Police or the Department staff, upon payment of the \$10.00 Bicycle/skateboard impoundment fee, may release an impounded skateboard or in-line skates.

Sec. 7-6. Disposal of Junked Bicycles and Impounded Skateboards

A letter shall be sent notifying the Bicycle owner with a registered permit when a Bicycle has been impounded; when an owner is unknown, notice shall be posted in the Public Safety building. Any Bicycle unclaimed thirty calendar days after the original date of impoundment shall be deemed University property.

When the owner/rider of a skateboard or in-line skates is known, a letter shall be sent notifying the owner/rider that the skateboard or in-line skates have been impounded and informing the owner/rider how to claim the impounded skateboard or in-line skates. Where the owner/rider of an impounded skateboard or in-line skates is under age 18, a copy of the letter shall be sent to their parent or guardian, if known. When the owner/rider is unknown, notice shall be posted in the Public Safety building. Skateboards or in-line skates unclaimed within sixty days after the original date of impoundment shall be deemed University property.

ARTICLE VIII. APPEALS

Sec. 8-1. Appeals

Any person cited for violation of any portion of this Ordinance for which a civil penalty is imposed or a Vehicle is impounded or immobilized for violations may appeal in person, or in writing, or by email within ten calendar days of issuance to the Chancellor's designated Hearing Officer.

Failure to meet the ten day appeal period requirement shall result in a forfeiture of all appeal privileges. The Hearing Officer shall review all written appeals and establish limited hours to review those in-person appeals that meet the ten-day requirement.

Written appeals must be submitted on a standard appeal form, available from the Department.

If the Hearing Officer decides the appeal against the appellant, he/she/they may appeal to the Chancellor, in writing, within ten calendar days of the date of the Hearing Officer's decision.

The Chancellor may delegate to a committee or other body as he/she/they may establish authority to hear appeals on his/her/their behalf. Disposition of an appeal by a vote of the full committee to affirm without a panel hearing or by a vote of the majority of a panel in the case of an appeal having been referred to a panel for hearing shall be deemed to exhaust the available appellate procedures. Final disposition by the committee shall be understood to mean a ruling in which the committee or its panel affirms, modifies, or reverses a decision of the Hearing Officer. Any person cited to the District Court Division of the General Court of Justice for violation of this Ordinance constituting a misdemeanor must pursue his/her/their plea and appeal, if any, as provided by North Carolina law.

Submitting an appeal to the Chancellor's designated Hearing Officer does not substitute for payment of the towing, immobilization, impoundment, and/or storage fees for removal of the impounded Vehicle. Such fees must be paid in accordance with Section 7-1. If the Hearing Officer decides the appeal in favor of the appellant, the Department will refund the costs of towing and storage.

In the event that the owner or operator elects to leave the Vehicle impounded during the University's appeal process, the storage fees will be waived from the day the appeal is submitted to the Hearing Officer until the day the decision is rendered.

ARTICLE IX. REPEALS

Sec. 9-1. Former Regulations Repealed

All resolutions heretofore adopted regulating traffic and parking on the Campus are repealed. The repeal herein of these regulations shall not abate or otherwise affect any civil, criminal, or administrative action or proceeding concluded or pending on the effective date of this Ordinance. Except as otherwise provided, this Ordinance may be amended in whole or in part by action of the Board of Trustees. The effective date of this Ordinance shall be August 1, 2021.

Finance, Infrastructure and Audit Committee Meeting
Wednesday, May 19, 2021

SUBJECT: The University of North Carolina at Chapel Hill, Office of Internal Audit - *Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan* (ACTION)

BACKGROUND:

The *Finance, Infrastructure and Audit Committee – Audit-Related Charter* requires the Committee to review and approve the Office of Internal Audit's (OIA) annual internal audit work plan for the University. Additionally, the Committee, in consultation with the Chancellor, shall approve the budget and staffing level necessary to execute the plan.

The proposed work plan is designed to reduce the University's exposure to adverse risk, ensure the adequacy of internal controls, assess compliance, and evaluate economies and efficiencies of operations. The work plan was developed through risk assessment processes completed by the OIA.

The intent of the work plan is to classify for completion internal audit engagements addressing a cross-section of significant risks identified by the OIA risk assessment exercise. Collectively, the OIA's risk assessment encompassed evaluation and consideration of University operations, the *Top Five ERM Institutional Risks*, potential risks impeding strategic objectives of *CAROLINA NEXT- Innovations for Public Good*, a survey of executive leadership on risk and audit perspectives, a financial magnitude assessment, and an external assessment of industry risks. Outcomes determined the 23 audit engagements populating Carolina's *Fiscal Year 2022 Internal Audit Work Plan*.

Separately, the Vice-Chancellor for Finance and Operations has designated appropriate budgeted funds necessary to support the work plan providing for OIA staffing of 7.75 full-time-equivalent employees.

RECOMMENDED ACTION

A motion authorizing the Finance Infrastructure and Audit Committee to approve the *Office of Internal Audit's Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan* for Carolina and for the budget and staffing level necessary to execute the plan. Signatory approval to be documented by the Committee Chairman and the Chancellor.



**The University of North Carolina at Chapel Hill
Office of Internal Audit**

RISK ASSESSMENT AND FISCAL YEAR 2022 INTERNAL AUDIT WORK PLAN

**BOARD of TRUSTEES
FINANCE, INFRASTRUCTURE, & AUDIT COMMITTEE**

**Haywood D. Cochrane, Jr., Chair
John P. Preyer, Vice Chair
Richard Stevens, Ex-Officio
David L. Boliek, Jr.
Jefferson “Jeff” W. Brown
G. Munroe Cobey
R. Gene Davis, Jr.
Charles “Chuck” G. Duckett
Allie Ray McCullen**

**Dean A. Weber
Chief Audit**

Preface

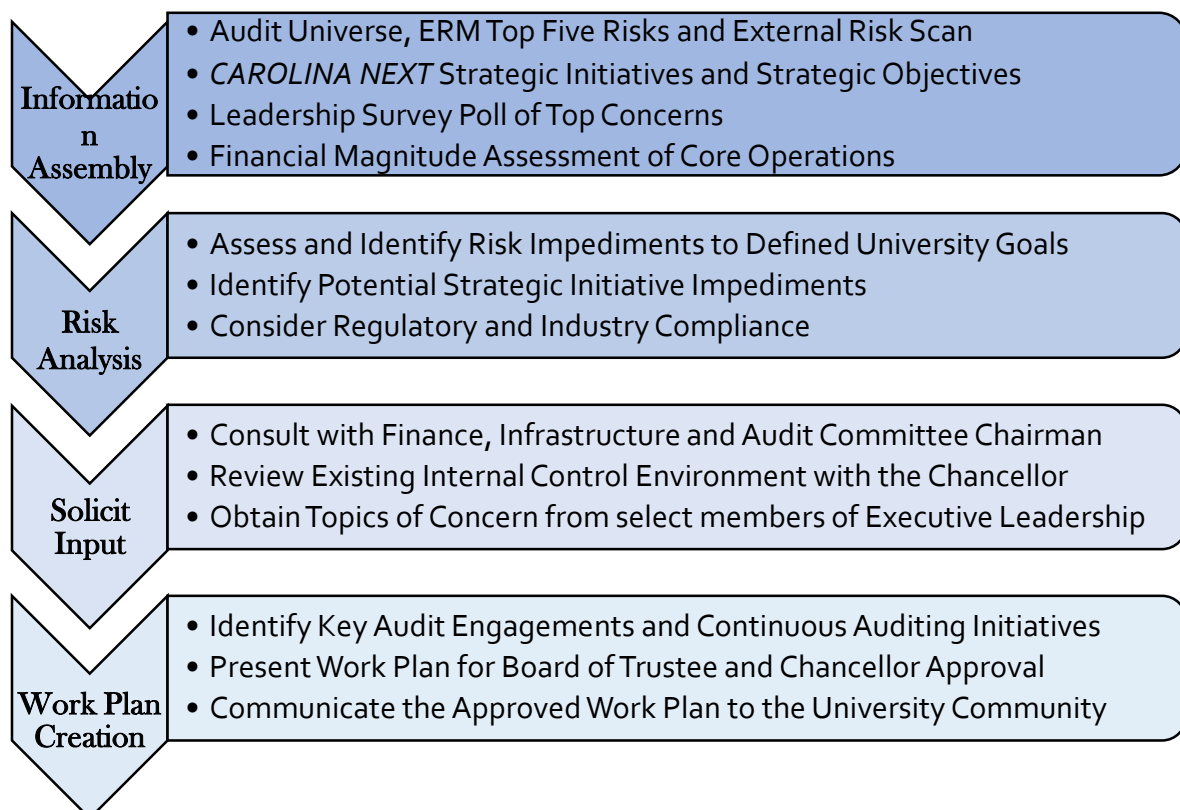
The Office of Internal Audit (OIA) developed the University of North Carolina-Chapel Hill's *Fiscal Year 2022 Internal Audit Work Plan* (Work Plan). Risk Assessment processes employed as part of the Work Plan development phase were adapted due to campus-wide management of COVID-19 response, beginning early March 2020, and continuing. To solicit executive leadership's perspectives on business processes and divisional risk drivers, the OIA provided an opportunity for input through participants' completion of a risk assessment survey.

Purpose of the Work Plan

The document defines key areas of University operations where institutional risk mitigation is being focused through the completion of internal audit activities for the fiscal year. In addition to defined engagements, OIA project hours are provided within the Work Plan to perform advisory services, consulting, and the completion of special projects and investigations.

Work Plan Development Process

The Work Plan was established based on OIA information gathered through analysis of existing and emerging risks. This comprised consideration of the University's *ERM Register of Top Five Institutional Risks*, potential risk impediments of the eight strategic initiatives framed within *CAROLINA NEXT – INNOVATIONS FOR PUBLIC GOOD*, input from executive leadership, a financial magnitude risk assessment, and current issues impacting higher education. The Chancellor, Executive Vice Chancellor and Provost, Vice Chancellor for Finance and Operations, and the Board of Trustees Finance, Infrastructure and Audit Committee Chairman were also consulted for input.



North Carolina System Policy - University Enterprise Risk Management & Compliance

Creation of the University's *Fiscal Year 2022 Internal Audit Work Plan* considered UNC System Board of Governors' Policy 1300.7, *University Enterprise Risk Management and Compliance*, providing for the establishment of institution-based enterprise risk management and compliance processes. Normally occurring in December of each year, the UNC System Office delayed required submission of *Top Five ERM Institutional Risks* to their office until April 2021, due to COVID-19. The April 2021 submission for Carolina is detailed below.

Risk Topic	Description	Risk Category
Physical Infrastructure	With more than \$850 million in deferred maintenance, failure in the ability to adequately address the complex infrastructure of the Carolina Campus.	Financial
COVID-19 Response	Managing pandemic concerns in a manner resulting in consequential human harm based upon institutional guidance and/or practices. Pandemic extends for an excessively prolonged period.	Strategic
Talent Management	Difficulty in retaining and attracting top talent fundamental to the University's ability to operate and actively compete in a higher education marketplace.	Mission
Business Model Risk	Hurdles in generating enough revenue and/or to manage existing revenue streams appropriately. This evolves around matters of tuition dependency, endowment returns, budgeting, educational delivery methods, recruiting, and liquidity/cash monitoring.	Financial
Fiduciary Responsibility	Not operating within the limits of available financial resources necessary to meet Carolina's rapid growth and the legitimate needs of students, faculty, and staff.	Financial

The OIA supported the Office of Vice Chancellor for Institutional Integrity and Risk Management in development and distribution of a survey to the Chancellor's and Provost's cabinet to obtain feedback and opinion on 33 potential ERM topics. Results provided an executive-level assessment of potential ERM institutional risks at Carolina for utilization by the Vice Chancellor in the formation of Carolina's Top Five ERM Topics.

In response, the OIA considered areas and departments of campus operations underpinning the five identified ERM institutional risk topics for Carolina. The following chart details the OIA's opinion of the most significant campus area/department with activities pertaining to each risk topic.

The chart highlights operating areas/departments underpinning the *Top Five ERM Institutional Risks* as determined by the OIA and considered in internal audit engagement planning.

ERM Risk Topic	Area/Department
Physical Infrastructure	Facilities – Building/Grounds/Housekeeping
COVID-19 Response	Leadership-Planning & Financial Management
Talent Management	Human Resources
Business Model Risk	Leadership-Planning & Financial Management
Fiduciary Responsibility	Finance & Operations

CAROLINA NEXT – INNOVATIONS FOR PUBLIC GOOD

Built upon aspirations of *The BLUEPRINT for NEXT*, the strategic plan **CAROLINA NEXT: Innovations for Public Good** aims to turn the University's vision and aspirational goals into readily understood, significant, implementable, measurable, strategic initiatives and opportunities. As a living document, University leaders recently reexamined the plan based on impacts of the COVID-19 pandemic and a national level of heightened racial tensions. The plan was formally updated in December 2020.

CAROLINA NEXT: Innovations for Public Good is framed around eight strategic initiatives, "...grounded in an environmental scan that provides a macro view of the external environment and emerging trends and articulates the opportunity for change within the University. Strategic objectives capture the goals of each initiative, and each objective identifies opportunities."

In development of the Fiscal Year 2022 Work Plan, the OIA assessed the University's strategic plan to consider potential risks inhibiting attainment and realization. The document's 24 strategic objectives were scored based on OIA's opinion of potential attainment hurdles.

For those strategic objectives ranked as possessing high and medium levels of risk, the OIA defined potential internal audit project engagements supporting evaluation of controls and processes supporting each objective.

A total of 117 strategic opportunities underpins the collective eight strategic initiatives.

Strategic opportunities were considered in determining potential audit engagement activity for each strategic objective ranked high and medium by the OIA.

The chart on the right highlights the strategic objectives deemed important by the OIA for consideration in audit engagement planning.

CAROLINA NEXT - Strategic Objective	OIA Ranking
8.1 Design, implement, execute, assess, and continuously improve the administrative operations that support the University's mission of teaching, research and public service.	Impediment Risk Level
1.3 Prioritize diversity, equity and inclusion in teaching, research and service, and in hiring, evaluation, retention and promotion of under-represented faculty and staff.	
2.3 Expand digital and remote technologies to increase access and opportunities for Carolina Students as well as all North Carolinians and beyond. (Audited in Fiscal Year 2020)	
3.3 Create opportunities to develop the careers of faculty and address the changing conditions affecting the professoriate.	
4.1 Pursue creative collaborations in research and scholarship.	
1.1 Invest in policies, systems, and infrastructure that promote belonging, community and transparency throughout the University community.	
8.3 Create and maintain world-class physical facilities and infrastructure in support of our institutional mission.	

Leadership's Identification of Audit Risk Topics

A key aspect in the development of Carolina's Internal Audit Work Plan included obtaining input from senior leadership regarding perspectives on key risk topics and areas where internal audit services can be effective in evaluating procedures, internal controls, and processes to strengthen operations.

The Chancellor's and Provost's Cabinet were afforded an opportunity to participate in an automated survey managed by the OIA. Survey results provide a collection of responses on leadership's perspective of risks impacting both the University and their individual areas of management oversight.

The survey focused on nine distinct operational areas comprising 99 overall audit risk topics. The operational areas were categorized as (1) Student Support, (2) Fiscal & Asset Management, (3) Physical Plant, Infrastructure & Facilities, (4) Instruction, Academics & Outreach, (5) Information Technologies & Systems, (6) Human Resources, (7) Governance & Leadership, (8) Research, and (9) Auxiliary Operations & Service Centers.

Respondents were requested to identify high-level risk topics they believed would benefit from an independent assessment of operations by the OIA. Survey responses were received from 21 participants.

The OIA calculated response percentages for each audit risk topic based upon respondent's selections. The 99 audit risk topics were then grouped within risk categories of HIGH, MEDIUM, and LOW based on scored results. Outcomes identified 16 HIGH, 17 MEDIUM, and 66 LOW audit risk topics. The following chart details survey outcomes reflecting the highest-scoring risk topics.

Audit Risk Topic	Operational Area	Response Percent	Risk Ranking
Budget and funds management	Fiscal & Asset Management	30%	HIGH > 16%
Custodial, maintenance, housekeeping	Physical Plant, Infrastructure & Facilities	28%	
Greek Life	Student Support	24%	
Financial or Administrative Functions	Instruction, Academics & Outreach	24%	
Facilities Services: Construction, Improvements	Physical Plant, Infrastructure & Facilities	22%	
Disaster Recovery/ Resumption of Business Services	Information Technologies & Systems	22%	
Personnel Management/ Evaluation	Human Resource Management	20%	
Security of Data: Firewalls, Network Infrastructure	Information Technologies & Systems	19%	
Telecommuting	Human Resource Management	18%	
University Data Collection and Reporting	Governance & Leadership	18%	
Faculty Responsibilities	Instruction, Academics & Outreach	17%	
Environmental Health and Safety	Physical Plant, Infrastructure & Facilities	17%	
Conflict of Interest	Research	16%	
Graduate School	Student Support	16%	
Respondent Identified IT Topic (Other)	Information Technologies & Systems	16%	
Personnel Hiring Processes	Human Resource Management	16%	

Financial Magnitude of Core University Areas

The OIA collected and assessed financial data for 14 core components of University operations (revenues/expenses) for the fiscal year ended June 30, 2020. These include significant funding sources and/or consumption of institutional resources.

Category Area	Financial Impact FY2020	Operational Considerations
Grants & Contracts (Operating) Revenue	\$887,343,260	Award Compliance and Monitoring
State Appropriations Revenue	\$534,765,894	Public Dollar Stewardship Institutional Reputation/Compliance
Patient Services Net Revenue	\$491,044,506	Operational – Accounting for billing/receipts/bad debt
Student Tuition & Fee Revenue	\$400,348,766	Core Business Function Recruitment/Diversity/Retention
Net Investment Income Revenue	\$95,460,153	Financial Stewardship
Professional Services Revenue	\$144,553,645	Partnering with the Public - Blueprint for Next
Athletics Revenue	\$77,443,004	NCAA Division I Compliance Regulations – Institutional Reputation
Residential Life Net Revenue	\$61,731,553	Campus Safety and Security
Dining Net Revenue	\$31,370,554	Operational and Financial Controls
Parking Net Revenue	\$22,054,954	Operational and Financial Controls
Salaries and Benefits Expense	\$1,802,250,379	Largest Resource Expenditure
Procurement Expense (Services/Supplies/Materials)	\$1,018,614,534	State and University Regulatory Compliance
Scholarship/Fellowship (Financial Aid) Expense	\$106,483,355	Federal and State Compliance
Utilities Expense	\$81,722,034	Operational Expense – Consumable Product, Energy Consumption

Source: June 30, 2020 UNC Chapel Hill Annual Financial Report

External Risk Evaluation – Industry-wide Higher Education Environment

The Association of College and University Auditors launched a nationwide **2020 Covid-19 Impact Analysis** member survey of higher education institutions, of which Carolina participated. Results identified University internal audit functions are considering, or plan to complete, CARES Act funding, Cybersecurity, and Procurement and Vendor Management audits in the coming year.

Additionally, the Institute of Internal Auditors released the **2021 North American Pulse of Internal Audit ...Many Sides of Crisis** report of information and perceptions from internal audit leaders on a national scale. For the educational services sector, the top risks are centered on cybersecurity, compliance/regulatory, information technology, and operational business functions. Steep increases from 2019 to 2020 were noted for information technology, operational, fraud, and financial risks.

The United Educators published **The Large Loss Report 2021**, highlighting a summary of major damage awards and settlements of more than \$500,000 affecting K-12 schools, colleges, and universities in 2020. Key areas of risk resulting in settlements include:

- Accidents or Crimes Resulting in Death
- Accidents Resulting in Injury
- Asbestos
- Termination without Cause
- Sexual Abuse, Molestation, and Misconduct
- Discrimination
- False Claims-Grant-Related Issues
- Free Speech
- Heat and Athletics
- Retirement Plans
- Bullying
- Defamation
- Title IX

The National Association of College and University Business Officers (NACUBO) surveyed business officers of member institutions and reported current adverse issues impacting higher education to encompass enrollment declines and needs to modify reserve fund policies and practices in response to the Pandemic. A heightened attention to financial liquidity was noted. “Declines in auxiliary revenues for FY22 (academic year 2021-2022) are anticipated by nearly all survey respondents. The most frequently anticipated budget and financial changes for next year, in ranked order, are a decline in auxiliary revenue, delays in deferred maintenance, a decline in athletic revenue and across-the-board budget cuts.”

Summary

Collectively, the OIA's risk assessment encompassed evaluation and consideration of University operations, the **Top Five ERM Institutional Risks**, potential risks impeding strategic objectives of **CAROLINA NEXT- Innovations for Public Good**, a survey of executive leadership on risk and audit perspectives, a financial magnitude assessment, and an external assessment of industry risks. Outcomes determined the 23 audit engagements populating Carolina's **Fiscal Year 2022 Internal Audit Work Plan**. Additionally, the Work Plan maintains budgeted staff hours for the completion of six special project requests arising during the course of the year.

University of North Carolina at Chapel Hill

Fiscal Year 2022 Internal Audit Work Plan Engagements

Audit Engagement	Risk Category	Audit Functional Area	Supportive Rationale
Payroll Fraud Assessment	Financial	Finance and Operations	Leadership Survey – Budget and Funds Management
University Parking Registration and Fees	Financial	Finance and Operations – Transportation and Parking	Financial Magnitude - Revenue
Conflict of Interest & Commitment	Compliance	Institutional Integrity and Risk Management	Leadership Survey – Budget and Funds Management
Custodial, Housekeeping Operations	Operational	Finance and Operations - Facilities Services	ERM and Leadership Survey – Budget and Funds Management
Non-Faculty Annual Performance Plan and Rating Review	Compliance	Human Resources and Equal Opportunity and Compliance	ERM and Leadership Survey – Budget and Funds Management
Program Initiatives – Intellectual Property - Budgeting and Expenditures	Operational	Innovation and Entrepreneurship	Leadership Survey – Budget and Funds Management
COVID-19 Pandemic Funding	Compliance	Finance and Operations	ERM and Higher Education Industry – Department of Education Compliance
Policy Audit	Compliance	School of Medicine	<i>CAROLINA NEXT</i> Strategic Objective 8.1 – Opportunity 10
University Diversity and Inclusion	Operational	University Office of Diversity, Equity, and Inclusion	<i>CAROLINA NEXT</i> Strategic Objective 1.3 – Opportunity 5 and Higher Education Industry
Faculty Development – Promotion and Tenure	Operational	Office of the Provost	ERM and <i>CAROLINA NEXT</i> Strategic Objective 3.3 – Opportunity 3
Admissions Equity	Operational	Office of Admissions	<i>CAROLINA NEXT</i> Strategic Objective 1.1 – Opportunity 8 and Higher Education Industry

Connecting Carolina Classrooms with the World	Operational	UNC Global	<i>CAROLINA NEXT</i> Strategic Objective 7.1 – Opportunity 2
Audit Engagement	Risk Category	Functional Area	Supportive Rationale
Purchasing Card Expenditures	Financial	Kenan Flagler Business School	ERM and Financial Magnitude - Expenditures
UNC Campus Health – Pharmacy	Operational	Pharmacy & Professional Services	Financial Magnitude – Professional Services Revenue
Cashiering Controls	Financial	Office of the University Cashier	ERM and Leadership Survey – Budget and Funds Management
Sponsored Project Post Award Management	Compliance	Office of Sponsored Research	Financial Magnitude – Grants and Contracts Revenue
Control Self-Assessment of Systems Working with Sensitive Information <ul style="list-style-type: none"> Payment Card Industry Social Security Numbers 	Technology	Campus-wide Operations	Leadership Survey – Information Technologies and Systems
Continuous Auditing Processes: ¹ <ul style="list-style-type: none"> -System Administration Initiative -Access Control Management -University Travel 	Technology Technology Compliance	Campus-wide Operations	Leadership Survey – Information Technologies and Systems Financial Magnitude – Expenses
NCAA Compliance ² <ul style="list-style-type: none"> -Recruiting – Off Campus -Recruiting – On Campus -Extra Benefits – Apparel & Equipment 	Compliance Compliance Compliance	Carolina Athletics	Financial Magnitude and Higher Education Industry Compliance – Division I National Collegiate Athletic Association Regulations

¹ Audit assessments will be completed on a fixed interval basis covering activities spanning differing operating units of the University with individual reporting provided to local management as reviews are completed accompanied by overall summary fiscal year-end reports to the Chancellor and Board of Trustees for each of the three engagement areas.

² National Collegiate Athletic Association (NCAA) compliance Review for Division I Institutions based on the Association of College and University Auditors' *National Collegiate Athletic Association Division One Audit Guide*.

Special Project Engagements ³	Various	Various	Immediate needs of BOT and University leadership.
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³ The Fiscal Year 2022 Internal Audit Work Plan maintains budgeted hours available to complete six (6) Special Project Engagements (audit requests, investigations, etc.) as the need may arise, and engagements are approved, during the course of the fiscal year.

Risk Assessment and Audit Plan

Available Audit and Project Hour Summary

While the initial work plan is developed based on a structured risk assessment process, risks may evolve throughout the year. Therefore, the OIA monitors changes at the university level and within the higher education sector. Fluctuations of a significant nature in risk and/or audit staffing levels may necessitate revisiting the Fiscal Year 2022 Work Plan with the *Finance, Infrastructure and Audit Committee*, as appropriate.

With all budgeted positions presently filled, the OIA is professionally staffed by the Chief Audit Officer, two Audit Supervisors, one Senior Auditor, one Information Technology Auditor, and two Staff Auditors. Additionally, a part-time Office Manager/Audit Assistant provides administrative and team-member support. The Vice-Chancellor for Finance and Operations has designated appropriate budgeted funds necessary to support the work plan providing for OIA staffing of 7.75 full-

Work Plan Hourly Detail

Total Available Audit Hours
12,480

(6 auditors @ 2,080 hours)

Less Employee Leave -1,440
(Annual/Sick/Holiday)

Less Work Plan Hours -
7,940

Less Non-Work Plan Hours * -
2,196

Less Audit Related Duties
(Consulting/Committees) ____

890

Project Hours Available/Short
14

* Non-Work Plan Hours

Prior Finding Follow-up 240
Work Paper Review
606

Engagement Project	Budgeted Hours
Operational	
Custodial, Housekeeping Operations	280
Program Initiatives (Innovation)	280
Diversity & Inclusion	280
Faculty Development	280
Admissions Equity	280
Connecting Carolina Classrooms	280
UNC Campus Health - Pharmacy	280
Financial	
Payroll Fraud Assessment	280
University Parking Registration & Fees	280
Purchasing Card (Kenan Flagler)	280
Cashiering Controls	280
Compliance	
Continuous Auditing University Travel	280
Conflict of Interest and Commitment	280
Non-Faculty Annual Performance Reviews	280
Policy Audit (School of Medicine)	280
OSR Project Post Award Management	280
Covid -19 Pandemic Funding	280
NCAA Compliance	
- Recruiting Off-Campus	140
- Recruiting On-Campus	140
- Extra Benefits – Apparel & Equipment	280
Technology	
Control Self-Assessment of Systems	280
Working with Sensitive Information	
- Payment Card Industry	
- Social Security Numbers	
Continuous Auditing – SAI	280
Continuous Auditing – Technology Access	280
Special Projects (6 Projects @ 280 Hours)	1,680
FY21 Carry Over Engagement Work	100
Total Work Plan Hours	<u>7,940</u>

Approval providing for completion of engagements populating the *Office of Internal Audit Fiscal Year 2022 Internal Work Plan* for Carolina and for the budget and staffing level necessary to execute the plan.

Haywood D. Cochrane, Jr.
Finance, Infrastructure and Audit Committee Chairman

Date

Kevin Guskiewicz
Chancellor

Date

Office of Internal Audit

*The UNIVERSITY of NORTH CAROLINA
at CHAPEL HILL*

Dean Weber, CIA, CRMA
Chief Audit Officer
May 19, 2021



INTERNAL
AUDIT

Certification on Internal Audit

Task Force on Best Financial Practices Guidelines **(UNC System Board of Governors' adopted November 2005)**

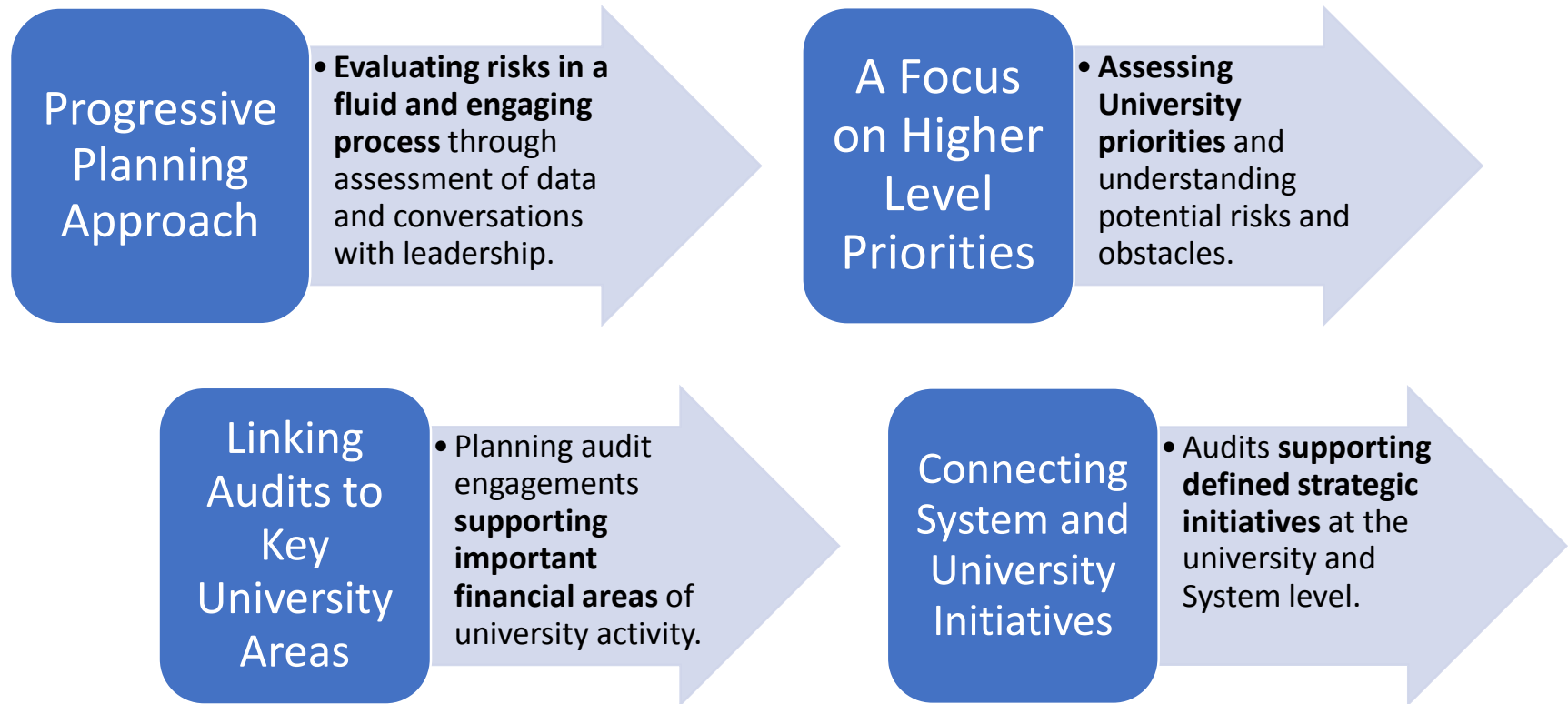
- *The Task Force on Best Financial Practices* made a recommendation, subsequently adopted, to the University of North Carolina System Board of Governors, requiring the establishment of a Board Audit Committee.
- Responsibilities are defined for the Audit Committee to uphold.
- Oversight for information technology governance and security is later assigned as a responsibility of the Audit Committee via Board of Governors' Chapter 1400; *Information Technology*, Section 1400.1; *Information Technology Governance* and 1400.2; *Information Security* (adopted May 2018 and April 2019, respectively).

Certification on Internal Audit

Recommended Action:

A motion authorizing the Finance, Infrastructure and Audit Committee Chairman to execute the proposed certification letter to the University of North Carolina System Vice President for Compliance and Audit Services, attesting to compliance with specific terms as outlined within the communication.

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan



Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan



- Audit Universe
- ERM Top Five Risks
- External Risk Scan
- *CAROLINA NEXT*
- Leadership Survey
- Financial Magnitude Assessment
- Assess Risk Impediments to University Goals
- Identify Potential Strategic Initiative Impediments
- Consider Regulatory and Industry Compliance
- Finance, Infrastructure and Audit Committee Chairman
- Review Control Environment with the Executive Leadership
- Topics of Concern from Executive Leaders
- Key Audit Engagements and Continuous Auditing Initiatives
- Work Plan for Board of Trustee and Chancellor Approval
- Communicate the Approved Work Plan

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

System Policy on University Enterprise Risk Management and Compliance

The OIA and the Office of Vice Chancellor for Institutional Integrity and Risk Management surveyed the Chancellor's and Provost's cabinet on 33 potential ERM topics with results driving development of Carolina's Top Five ERM Topics for FY22

- Audit defined areas/departments of campus operations linked to each of the five ERM risk topics.
- Potential key risk events were identified for each area/department.
- **Six work plan engagements** support rationale linked to mitigating *Top Five ERM Institutional Risks*.

ERM Risk Topic	Area/Department
Physical Infrastructure	Facilities – Building/Grounds/Housekeeping
COVID-19 Response	Leadership- Planning & Financial
Talent Management	Human Resources
Business Model Risk	Leadership- Planning & Financial
Fiduciary Responsibility	Finance & Operations

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

CAROLINA NEXT – INNOVATIONS FOR PUBLIC GOOD

Risk Assessment of Strategic Objectives

- Assess the strategic plan, *CAROLINA NEXT*, to identify and consider risks that could potentially impede realization of desired strategic objectives.
- The Plan outlines eight strategic initiatives, defining 24 strategic objectives, that are underpinned by 117 strategic opportunities.
- Strategic opportunities were considered in determining potential audit engagement activity for each strategic objective ranked high based on opinion scoring by the Office of Internal Audit.
- Outcomes highlight seven strategic objectives scored “high” by internal audit for consideration in audit engagement planning.
- **Five work plan engagements** support rationale linked to mitigating potential strategic objective risks.

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

Leadership's Survey of Audit Risk Topics

Operational Areas Assessed

- Student Support
- Fiscal Management
- Physical Plant
- Instruction/Academics
- Technology & Systems
- Human Resources
- Leadership & Governance
- Research
- Auxiliary Operations

- The Chancellor's and Provost's Cabinet were surveyed to obtain leadership's perspective on risks impacting both the University and their individual areas of oversight.
- The survey focused on nine distinct operational areas comprising 99 overall audit risk topics.
- The 99 scored risks recognized 16 HIGH, 17 MEDIUM, and 66 LOW audit risk topics. The fiscal year 2022 work plan links **eight proposed audit engagements** to leadership's high scored risks.

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

Financial Magnitude and Higher Education Environment Assessment



The OIA collected and assessed financial data for 14 core components of University operations (revenues/expenses) for the fiscal year ended June 30, 2020. These include significant funding sources and/or consumption of institutional resources. **Six proposed work plan engagements support financial assessment rationale.**



Evaluated noteworthy risks impacting the Higher Education Industry environment. **Four proposed work plan engagements are linked to the external assessment.** Sources include:

- Association of College and University Auditors
- Institute of Internal Auditors
- United Educators
- National Association of College and University Business Officers

Fiscal Year 2022 Internal Audit Work Plan

Defined Engagements by Audit Category (29 projects)

Operational Audit (7 audits)

- Custodial, housekeeping Operations
- Program Initiatives – Intellectual Property
- University Diversity & Inclusion
- Faculty Development
- Admissions Equity
- Connecting Carolina Classrooms with the World

Compliance Audits (9 audits)

- Conflict of Interest & Commitment
- Non-Faculty Performance Plan and Review
- COVID-19 Pandemic Funding
- Policy Audit
- OSR Post Award Management
- NCAA Recruiting On-Campus
- NCAA Recruiting Off-Campus
- NCAA Extra Benefits
- University Travel (Continuous)

Financial Audits (4 audits)

- Payroll Fraud Assessment
- University Parking Registration and Fees
- Purchasing Card Expenditures
- Cashiering Controls

Information Technology (3 audits)

- Control Self Assessment PCI & SSN
- System Administration Initiative (Continuous)
- Technology Access Controls (Continuous)

Special Projects/Investigations (6)

- Identified as Need Determines

THE COMPLETION GOAL:

100% - would be ideal...

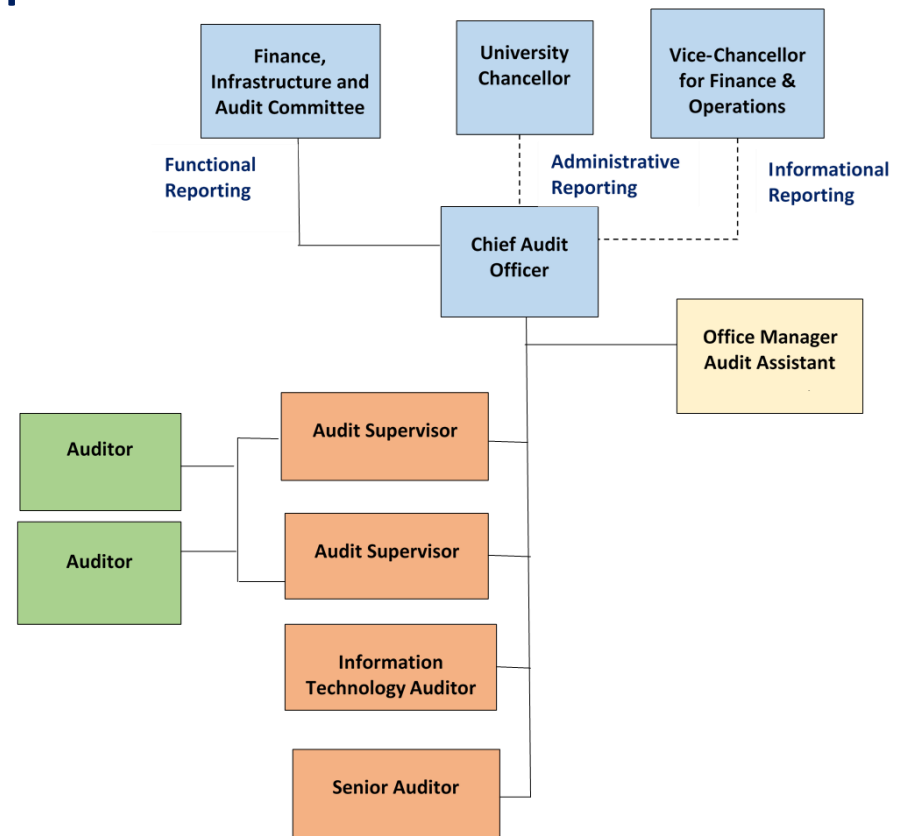
75% to 80% would be successful.

The Office of Internal Audit anticipates approximately 2 carry-over engagements ongoing at June 30, 2021, but not yet completed. These engagements will be completed in the first quarter of FY22.

Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

Departmental Staffing and Organization

- The *Board of Trustee, Finance, Infrastructure and Audit Committee Charter* requires approval, in consultation with the Chancellor, of the budget and resources necessary to execute the University's internal audit plan.
- Department is currently fully staffed.
- Budgeted complement supports 7 full-time equivalent professional staff and one $\frac{3}{4}$ time equivalent administrative support professional.
- The Vice Chancellor for Finance and Operations designated sufficient funding necessary to support the Office of Internal Audit's operations for FY2022.



Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan

Recommended Action:

A motion authorizing the Finance Infrastructure and Audit Committee to approve the *Office of Internal Audit's Risk Assessment and Fiscal Year 2022 Internal Audit Work Plan* for Carolina and for the budget and staffing level necessary to execute the plan. Signatory approval to be documented by the Committee Chairman and the Chancellor.

ATTACHMENT C

Finance, Infrastructure and Audit Committee Meeting Wednesday, May 19, 2021

SUBJECT: Finance, Infrastructure and Audit Committee Annual Certification Letter of Compliance for the University of North Carolina at Chapel Hill's Internal Audit Function (ACTION)

BACKGROUND: The University of North Carolina System *Task Force on Best Financial Practices* prescribed a recommendation that the UNC System Board of Governors require each campus Board of Trustees have an active Audit Committee, or alternatively a committee with the word "audit" in its title, that reports to the Board of Trustees and the Board of Governors annually on its activities. The audit committee functionally oversees the University's internal audit operation providing for independence in internal audit activities of the institution.

The UNC-Chapel Hill Board of Trustees Finance, Infrastructure and Audit Committee is responsible for ensuring specific meetings occur and processes are followed with regard to internal audit matters. Attestation of the Committee's compliance is requested to be submitted annually to the UNC System Vice President for Compliance and Audit Services.

RECOMMENDED ACTION

A motion authorizing the Finance, Infrastructure and Audit Committee Chairman to execute the proposed certification letter to the University of North Carolina System Vice President for Compliance and Audit Services, attesting to compliance with specific terms as outlined within the communication. (Exhibit 1)



THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
BOARD OF TRUSTEES

☎ 919-962-6961

South Building | Office 03A | Campus Box 9150
200 East Cameron Avenue | Chapel Hill, NC 27599-9150
bot.unc.edu

May 20, 2021

Ms. S. Lynne Sanders, CPA
Vice President for Compliance and Audit Services
The University of North Carolina System

RE: Board of Trustees Finance, Infrastructure and Audit Committee
Certification Letter

Dear Ms. Sanders:

I confirm that the Board of Trustees (BOT) Finance, Infrastructure and Audit Committee for the University of North Carolina at Chapel Hill's internal audit function is in compliance with the following for the 2020/21 fiscal year. The Board of Trustees Finance, Infrastructure and Audit Committee:

1. Met at least four times this past fiscal year.
2. Reviewed the results of the annual financial audit with representatives of the North Carolina Office of the State Auditor (OSA), the Chief Audit Officer, and/or appropriate campus official, and discussed corrective actions, if needed.
3. If applicable, reviewed the results of any other audit performed and report/management letter (i.e. investigations, Statewide Federal Compliance Audit Reports, etc.) issued by the OSA with representatives of the State Auditor's Office, the Chief Audit Officer, and/or appropriate campus official.
4. If applicable, for any audit finding contained within a report or management letter issued by the OSA, reviewed the institution's corrective action plan and the report of the internal auditor on whether or not the institution has made satisfactory progress in resolving the deficiencies noted, in accordance with North Carolina General Statute 116-30.1 as amended.
5. Reviewed all audits and management letters of University Associated Entities as outlined in Section 600.2.5.2[R] of the UNC Policy Manual.
6. Received and reviewed quarterly status updates from the institution's Chief Audit Officer and internal audit reports that, at a minimum, reported material (significant) reportable conditions, management's corrective action plan for these conditions, and any follow-up reports regarding whether these conditions have been corrected.

EXHIBIT 1

7. Received, reviewed, and approved, at the beginning of the audit cycle, the annual audit plan for the institution's internal audit function.
8. Received and reviewed, at the end of the audit cycle, a comparison of the annual audit plan with internal audits performed by the internal audit department.

I further attest the following:

- The institution's Chief Audit Officer reports administratively to the Chancellor with a clear and recognized functional reporting relationship to the chair of the BOT Finance, Infrastructure and Audit Committee.
- The Audit Committee charter defines appropriate roles and responsibilities, including the committee's oversight of the institution's information security program. These responsibilities also include the assurance that the institution is performing self-assessments of operating risks and evaluations of internal controls on a regular basis.
- To my knowledge, the internal audit function is carried out in a way that meets professional standards. The auditor's risk assessment process and annual audit plan consider significant institutional risks, including information security.
- To my knowledge, the institution's Chief Audit Officer forwarded copies of both the approved audit plan and the summary of internal audit results, including any material reportable conditions and how they were addressed, to the University of North Carolina System Office in the prescribed format.

Haywood D. Cochrane, Jr.
Board of Trustee, Finance, Infrastructure and Audit Committee Chairman

Note: A summary of these certifications from each institution will be provided annually to the Board of Governors Committee on Audit, Risk Management, and Compliance.

ATTACHMENT D

SPENDING AUTHORITY – KENAN FOOTBALL CENTER RENOVATIONS ADVANCE PLANNING

This scope of this project is to renovate the Frank H. Kenan Football Center, which houses the operational needs of the Carolina Football Program including locker rooms, weight room, training room, equipment room, players' lounge, study areas, coaches' offices, and player meeting rooms.

The project budget for advance planning is \$500,000 and will be funded from gifts raised by the Educational Foundation.

RECOMMENDED ACTION:

A motion to approve for spending authority.

ATTACHMENT E

SPENDING AUTHORITY – CONE-KENFIELD TENNIS CENTER RENOVATIONS ADVANCE PLANNING

This scope of this project is to reconstruct twelve (12) existing outdoor courts in poor condition along with associated lighting, add spectator seating and a new building that will house locker rooms, staff offices, player's lounge, and hospitality spaces.

The project budget for advance planning is \$500,000 and will be funded from gifts raised by the Educational Foundation.

RECOMMENDED ACTION:

A motion to approve for spending authority.

ATTACHMENT F

SPENDING AUTHORITY – FINLEY GOLF COURSE VARSITY TRAINING FACILITY AND TEAM BUILDING ADVANCE PLANNING

This first part of the project scope is to rework the existing 18-hole course, creating two new holes on the western edge of the course so as to create space for a new team range/short course within the existing footprint (at the existing holes 10 and 11). The second part is to construct the team range/short course with a new team building at its western end.

The project budget for advance planning is \$500,000 and will be funded from gifts raised by the Educational Foundation.

RECOMMENDED ACTION:

A motion to approve for spending authority.

ATTACHMENT G

DESIGNER SELECTION – MARSICO HALL 9.4T MRI

This project will renovate the UNC Biomedical Research Imaging Center (BRIC) Small Animal Imaging Facility to house a new 9.4T MRI and the associated control and equipment rooms. As part of this renovation, the project will renovate an underutilized server room to house existing small animal imaging procedural spaces displaced by the new 9.4T MRI. The renovation includes the associated construction, design and soft costs for enabling projects as required. A recently awarded NIH grant will fund the MRI equipment separately from this funding request.

The budget for advance planning is \$300,000 and will be funded from School of Medicine clinical receipts.

The project was advertised on April 7, 2021. Six (6) proposals were received. Three (3) firms were interviewed on May 10, 2021. No members of the Board of Trustees participated in the interviews. The committee recommended the selection of the three firms in the following priority order:

- | | |
|--------|---------|
| 1. XXX | XXX, XX |
| 2. XXX | XXX, XX |
| 3. XXX | XXX, XX |

The firms were selected for their past performance on similar projects, strength of their HUB partnerships and experience with campus projects and the State Construction Office.

RECOMMENDED ACTION:

A motion to approve the three firms in the following priority order:

- | | |
|--------|---------|
| 1. XXX | XXX, XX |
| 2. XXX | XXX, XX |
| 3. XXX | XXX, XX |

ATTACHMENT H

DESIGNER SELECTION – ENERGY MANAGEMENT CONTROL SYSTEMS

This project will replace obsolete Building Automation Systems (BAS) also known as Energy Management Controls Systems (EMCS) on the campus that were installed starting in the 1980s. Obsolete building BAS controllers and their Tridium R2 building gateways will be replaced under this project. Under this scope of work approximately 39 buildings with about 160 Air Handling Units will be involved.

The project budget is \$3,250,000 and will be funded from University trust funds.

The project was advertised on April 1, 2021. Four (4) proposals were received. Three (3) firms were interviewed on May 11, 2021. No members of the Board of Trustees participated in the interviews. The committee recommended the selection of the three firms in the following priority order:

- | | |
|--------|---------|
| 1. XXX | XXX, XX |
| 2. XXX | XXX, XX |
| 3. XXX | XXX, XX |

The firms were selected for their past performance on similar projects, strength of their HUB partnerships and experience with campus projects and the State Construction Office.

RECOMMENDED ACTION:

A motion to approve the three firms in the following priority order:

- | | |
|--------|---------|
| 1. XXX | XXX, XX |
| 2. XXX | XXX, XX |
| 3. XXX | XXX, XX |

ATTACHMENT I

APPROVAL OF ASSOCIATED ENTITY STATUS

The Chancellor recommends the recognition of the General Alumni Association and KFBSF Real Estate Fund, V, L.P. as Associated Entities of the University of North Carolina at Chapel Hill under UNC Policy Manual 600.2.5[R]. Effective May 11, 2021, UNC Policy Manual 600.2.5[R] now requires all newly recognized Associated Entities be approved by the Board of Trustees of each constituent institution.

The General Alumni Association (GAA) is a non-profit unincorporated association which began its operations in 1843 and, since its formation, has existed to support and serve the University and its students past, present, and future – through its programming, including lifelong learning, career services, membership, alumni records, reunions, local club activities, and student programs. The GAA and University have enjoyed a mutually beneficial relationship for almost 180 years and the University desires to recognize the GAA as an Associated Entity.

Kenan-Flagler Business School (KFBS) is seeking to establish an eighth student investment fund, KFBSF Real Estate Fund V, L.P., as an Associated Entity of the University. This fund, like the seven previously established similar funds, will serve primarily as an innovative educational program for KFBS students, providing hands-on experience in evaluating and managing investment opportunities. Because UNC Policy Manual 600.2.5[R] typically requires that Associated Entities maintain a non-profit status, the University must request a waiver from the Board of Governors to establish this new fund as a for profit entity. The University obtained such a policy waiver for each of the seven funds established previously.

RECOMMENDED ACTION

A motion to approve the General Alumni Association and the KFBSF Real Estate Fund, V, L.P. as recognized Associated Entities of The University of North Carolina at Chapel Hill.

ATTACHMENT J

PRELIMINARY DESIGN REVIEW – McCOLL BUILDING RENOVATION AND ADDITION

The project will renovate the existing McColl Building and add roughly 140,000 square feet of new construction for the Kenan Flagler Business School. New classrooms, offices, student activity and support spaces will be added to support the increase in enrollment to the Undergraduate Business Program as well as the consolidation of program space currently being leased in an off-campus location. Approximately 180 parking spaces will be added to accommodate the increased demand.

The project budget is \$150,000,000 and is being funded by state appropriations and gifts.

No formal action is requested at this time.

McColl Building Renovation and Addition

PROJECT STATUS

SCHEDULE

JULY 2017	LEGISLATIVE APPROPRIATION OF \$1M PLANNING AUTHORITY
NOVEMBER 2017	BOARD OF TRUSTEES APPROVAL OF DESIGNER
JULY 2018	BOARD OF TRUSTEES SITE APPROVAL
JULY 2020	LEGISLATIVE APPROPRIATION OF \$75M
NOVEMBER 2020	BOARD OF TRUSTEES APPROVAL OF CONSTRUCTION MANAGER
<i>MAY 2021</i>	<i>DESIGN DEVELOPMENT PHASE</i>
FALL 2022	CONSTRUCTION START
FALL 2024	NEW BUILDING OPENS
FALL 2025	MCCOLL RENOVATION COMPLETE

BUDGET

- TOTAL PROJECT BUDGET = \$150M
- \$75M STATE LEGISLATURE COMMITMENT
- \$75M KFBS FUNDRAISING COMMITMENT
- \$77M PLEDGED AS OF APRIL 30, 2021

McColl Building Renovation and Addition

IMPACT

NC WORKFORCE PIPELINE

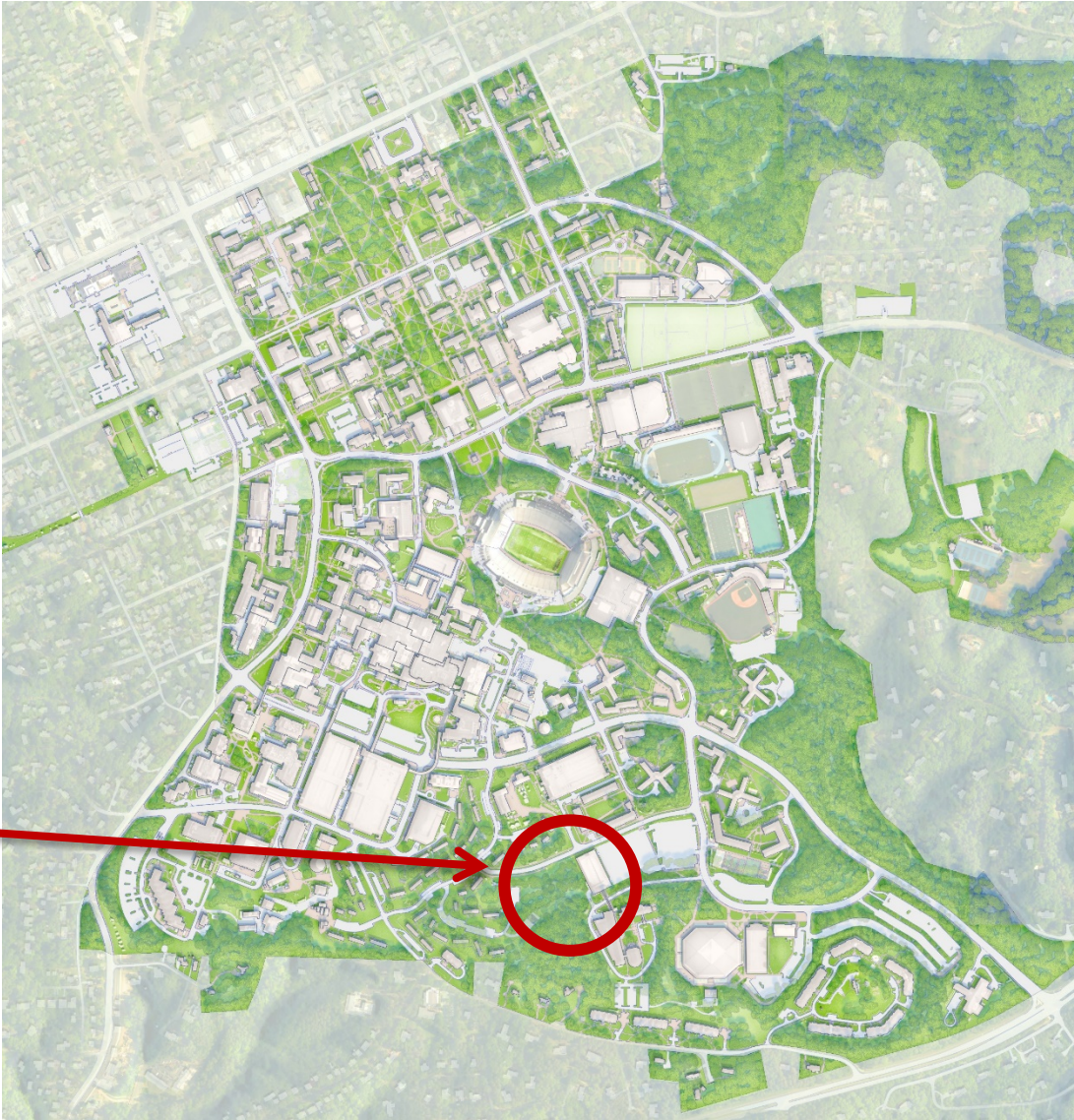
- NEW GRADUATE PLACEMENTS (2020 ACTUALS)
 - FULL TIME MBA – 82% PLACED 90 DAYS POST-GRADUATION, \$128K AVERAGE SALARY
 - UNDERGRAD BUSINESS – 95% PLACED 90 DAYS POST-GRAD, \$65K AVERAGE SALARY

BUILDING ALLOWS KFBS TO MEET RISING DEMAND

- 50% GROWTH COMMITMENT REACHED IN AY 26-27. ASPIRATION IS 100% GROWTH
- 65% NC RESIDENTS, EXPECT TO INCREASE IN-STATE TO 70% WITH 50% GROWTH, AND TO 75% WITH 100% GROWTH

McColl Building Renovation and Addition

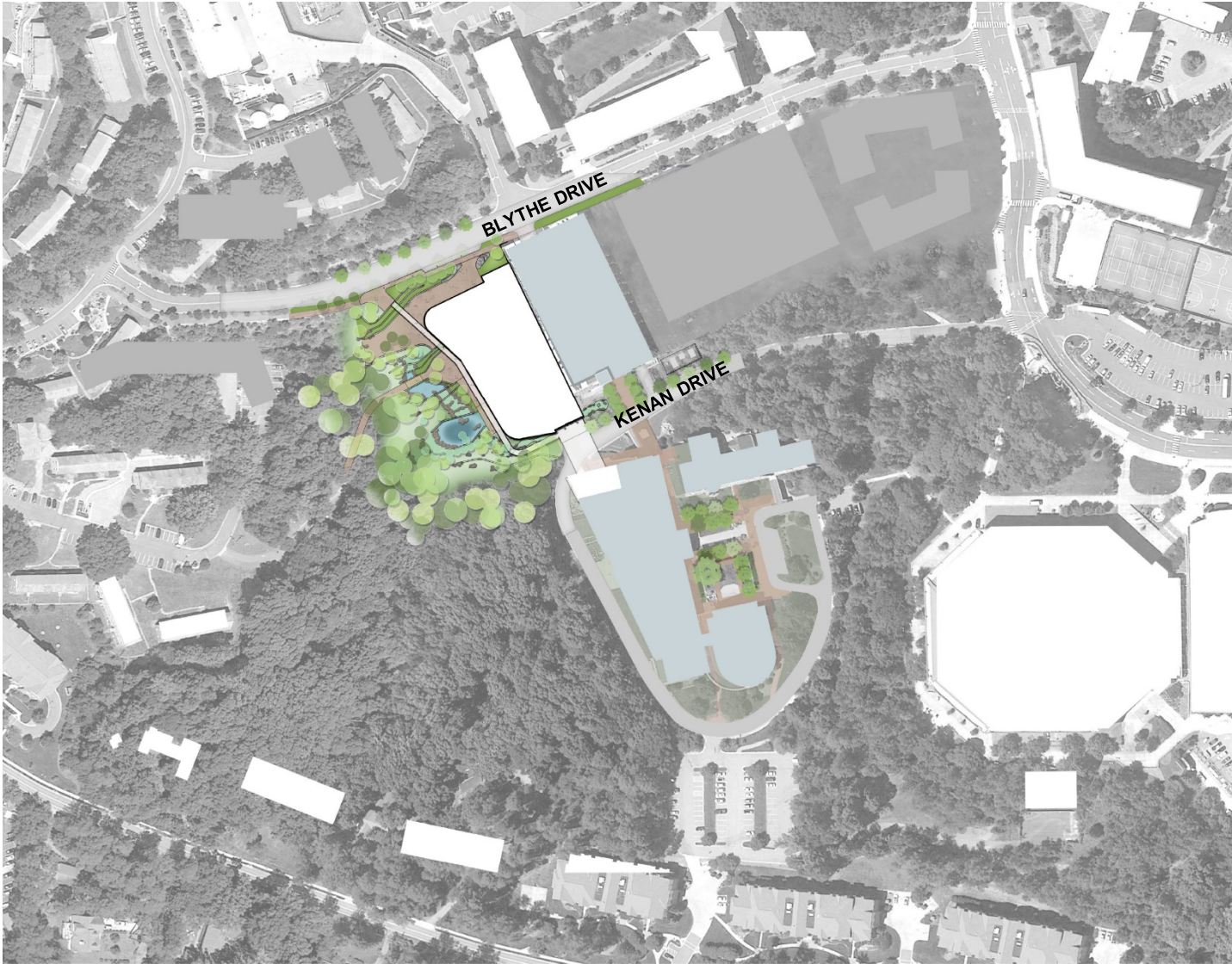
PROJECT LOCATION



McColl Building Renovation and Addition



McColl Building Renovation and Addition



McColl Building Renovation and Addition



McColl Building Renovation and Addition



VIEW FROM KENAN DRIVE

McColl Building Renovation and Addition



VIEW FROM BLYTHE DRIVE LOOKING WEST

McColl Building Renovation and Addition



VIEW FROM BLYTHE DRIVE LOOKING EAST

McColl Building Renovation and Addition



VIEW FROM FOREST

McColl Building Renovation and Addition



VIEW FROM FOREST TOWARDS BLYTHE DRIVE

McColl Building Renovation and Addition



VIEW FROM FOREST PAVILION



• *the* CAMPAIGN *for* CAROLINA •

David S. Routh

Vice Chancellor for Development

Campaign Dashboard

DATA AS OF May 16, 2021

\$3,761,369,008

TOTAL CAMPAIGN ACTIVITY

PERCENT TO
GOAL

89%

TIME
ELAPSED

80%

MONTHS
AHEAD

8.96

TOTAL
DONORS

197,546

ALUMNI
PARTICIPATION

25%

Campaign Pillars



\$1.34B

THE NEW
GRADUATE

\$528M

THE 21ST C.
PROFESSORiate

\$1.88B

A CULTURE
OF INNOVATION

\$1.63B

SIGNATURE
INITIATIVES

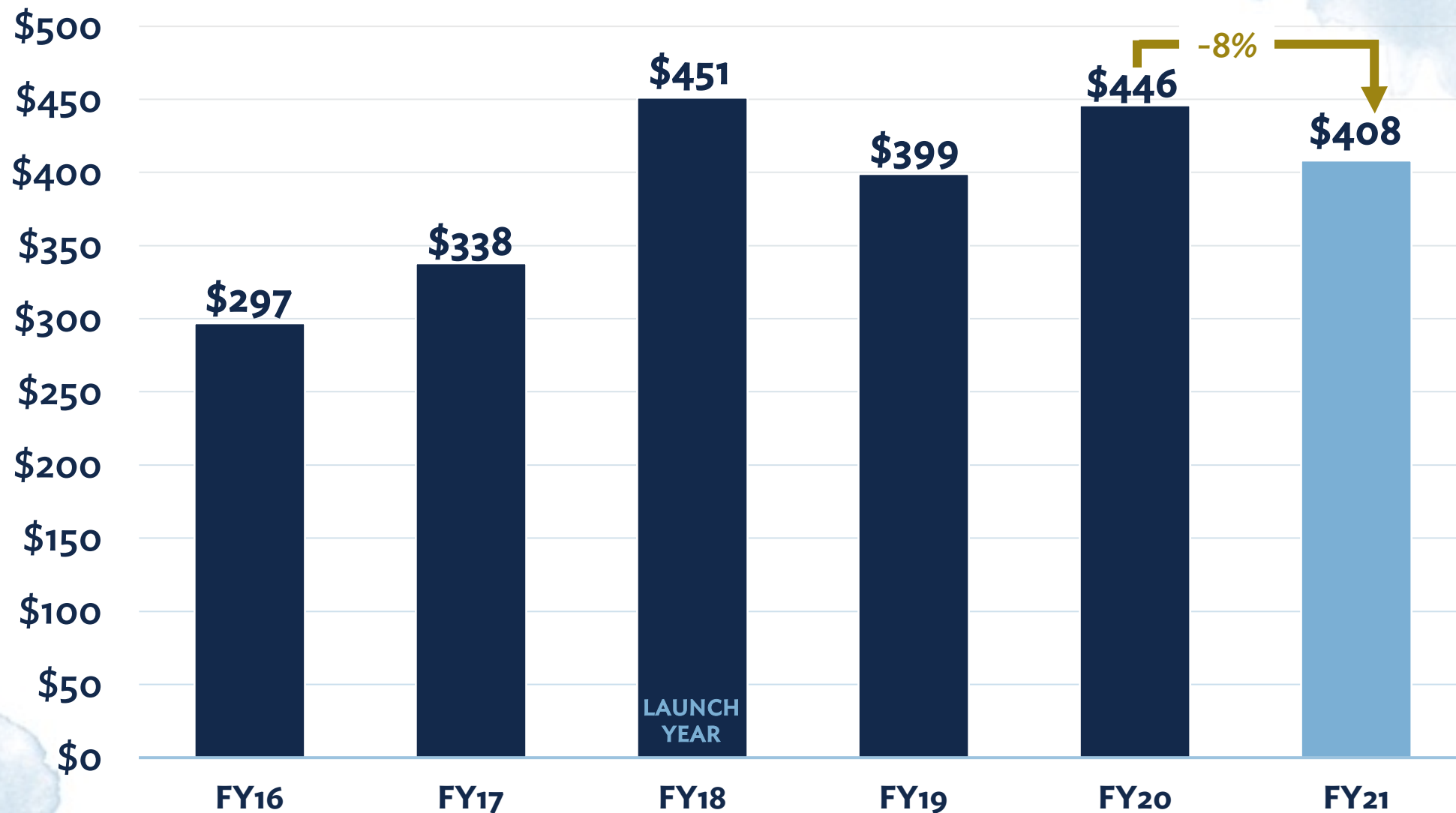
Unit Progress

		Goal
ACK	40%	\$250M
ASD	108%	\$70M
ATHL	80%	\$500M
CAS	79%	\$750M
CCPS	117%	\$6M
CPA	112%	\$25M
EDU	56%	\$35M
ESOP	101%	\$175M
GOV	72%	\$50M
GRAD	113%	\$10M
GSGPH	108%	\$200M
HEALTH	96%	\$1B
HSJM	108%	\$75M
IE	78%	\$12M
KFBS	82%	\$400M
LAW	80%	\$75M
LIB	90%	\$50M
MCF	102%	\$75M
MPSC	94%	\$20M
NCBG	83%	\$30M
NRI	140%	\$3M
NURS	116%	\$22M
OSSA	48%	\$400M
SAFF	71%	\$15M
SILS	127%	\$20M
SSW	68%	\$23M

▶ Has met goal.

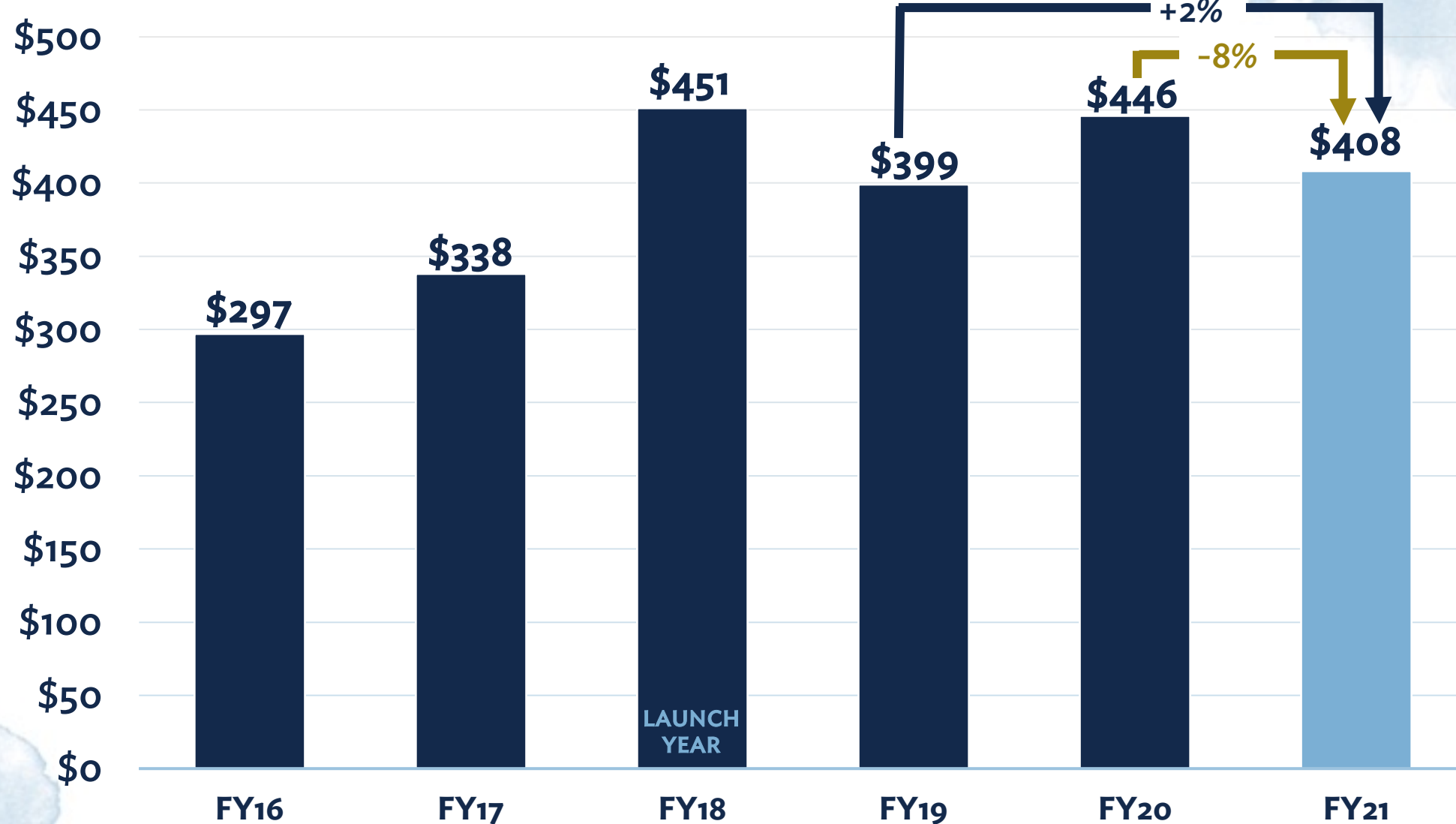
Acronyms key available online at:
<https://unc.live/acronyms>

New Cash & Commitments Totals *As of 5.16.2021*



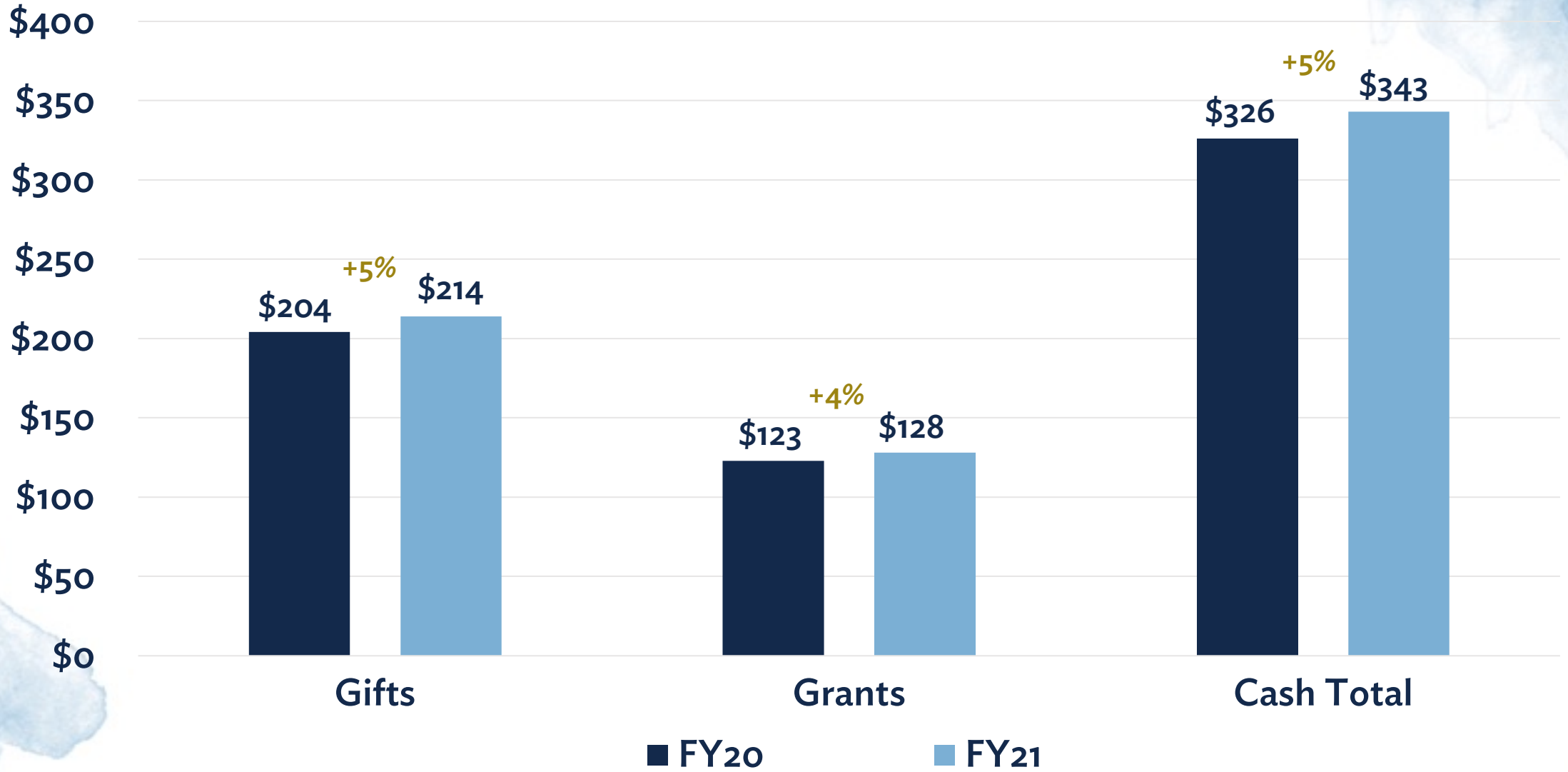
Amounts in millions

New Cash & Commitments Totals *As of 5.16.2021*

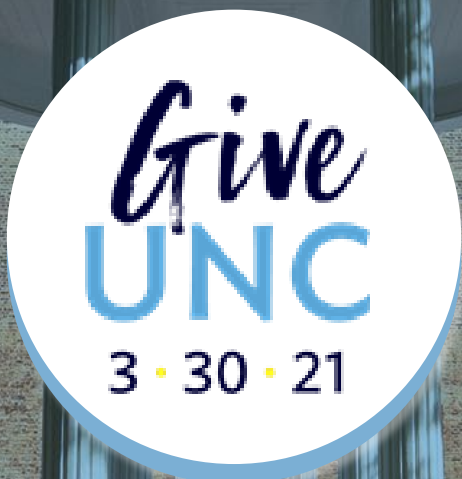


Amounts in millions

Cash Totals *As of 5.17.2021*



Amounts in millions



TOTAL DOLLARS

\$12,164,599

TOTAL GIFTS

10,936

PLAYING IT ▶ FORWARD

PLAY HARD. PLAY SMART. GIVE TOGETHER.

THANK YOU
COACH



UNC-CH All Funds Budget

Nathan Knuffman

Vice Chancellor for Finance and Operations

May 19, 2021

Financial Environment

- UNC-CH will continue to face pressures on its primary revenue sources (e.g., tuition, appropriations)
- Carolina's current decentralized and fragmented operating environment makes decision-making based on "University" perspective difficult
- Ambitious goals of UNC System and UNC-CH strategic plans will require investments

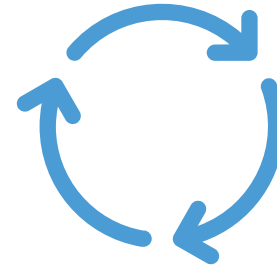
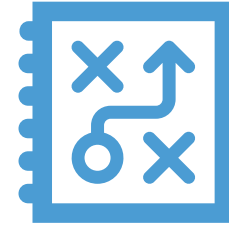


What is an “All Funds” Budget and why is it important?

- Prior to FY21, the University relied on the Annual Financial Report to determine success of financial management
- Drawbacks to this approach:
 - Aggregates operating funds
 - Cannot see strengths of individual fund sources and correct accordingly
 - No comparability to planned use of funds
- Proposed solution: Adopt a comprehensive, campus-wide annual financial plan by fund source
 - Identify unique funding sources
 - Balance each year’s operating expenses with operating revenues
 - Use this financial plan to understand quarterly and annual performance

UNC-CH Budget Process: Challenges Faced

- Limited and fragmented tools
- Varying planning approaches and formats across campus units
- Unit-level reporting challenges
- Collective trust in process



How did we build the “All Funds” budget?

Collaboration

Created a collaborative process with campus

Commonality

Instituted common budgeting principles

Tools

Utilized existing tools

UNC-CH All Funds Budget: FY 2020-21

Millions \$

State Appropriations	527.3	0.0	527.3
Tuition & Fees	460.7	106.2	567.0
Sales & Services	0.6	1,064.4	1,065.0
Grants & Contracts	0.0	1,174.8	1,174.8
Gifts & Investments	0.0	120.0	120.0
Other Revenues	0.3	371.7	372.0
Total	989.0	2,837.1	3,826.1

Expense	General Funds	Trust Funds	Total
Salaries & Wages	515.9	1,048.5	1,564.4
Benefits	142.9	304.7	447.7
Contracted Services	39.5	210.2	249.7
Supplies & Materials	14.4	249.4	263.8
PP&E	3.0	54.9	57.9
Financial Aid	91.7	350.4	442.1
Debt Service	0.0	105.6	105.6
Other Expenses*	181.6	513.3	694.8
Total	989.0	2,837.1	3,826.1

*Represents predominantly research expenses, including subcontracts

Gillings School of Public Health: FY 2020-21

Millions \$

Revenue	General Funds	Trust Funds	Total
State Appropriations	6.7	0.0	6.7
Tuition & Fees	30.6	0.2	30.9
Sales & Services	0.0	1.3	1.3
Grants & Contracts	0.0	95.6	95.6
Gifts & Investments	0.0	10.3	10.3
Other Revenues	0.0	17.8	17.8
Total	37.4	125.2	162.5

Expense	General Funds	Trust Funds	Total
Salaries & Wages	25.2	39.4	64.6
Benefits	6.9	10.3	17.2
Contracted Services	3.5	3.6	7.0
Supplies & Materials	0.0	0.5	0.5
PP&E	0.0	0.6	0.6
Financial Aid	1.7	3.8	5.5
Debt Service	0.0	0.0	0.0
Other Expenses*	0.2	67.0	67.2
Total	37.4	125.2	162.5

*Represents predominantly research expenses, including subcontracts

Governance Improvements

- **Quarterly reports** on fiscal performance
- **Budget committee** for “out-of-cycle” requests
- Review of **fund authority** and management
- Policy on **reserve levels** and management
- Stronger **engagement with BOT** on budget



Lessons Learned from Implementing All Funds Budget Model

- 3 years to implement at Carolina
- Challenging process without proper tools
- Requires extensive collaboration, which is very labor intensive
- Initial phases focused on consistency and trust
- Latest phase graduated to resource allocations and expense management
- ***CFO needs to be empowered to manage implementation, with direct reporting to Chancellor***
- ***Requires continuous, active and engaged executive sponsorship to be truly successful***