

**NEW # 437**

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# AC Transit

# Policy No. 418

## BOARD POLICY

**Category: Operations**

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### VEHICLE PARKING - ADMINISTRATIVE OFFICE FACILITY

#### **PURPOSE:**

1. Establish an overall policy for use of the Administrative Office Facility parking structure.
2. Discourage the use of the single occupant vehicle (SOV) for employee commute trips and promote commute alternatives such as ridesharing, public transit, bicycling or telecommuting.

#### **POLICY**

##### **1. RATES:**

Parking rates shall be \$50 per space per month but can be changed through contract negotiations with AFSCME. Market rate pricing is encouraged.

##### **2. RATE EXEMPTIONS:**

- A. There will be no parking charges for those who participate in the car pool/van pool programs, for district owned vehicles, and, per Board Discretion, authorized contract employees.
- B. Additionally, in accordance with Transit District Law, the Board cannot adjust their compensation to offset parking expenses, but instead must provide for reimbursement to members of the Board for expenses incurred in the conduct of district business. Therefore, parking charges shall be waived for members of the Board, except for those Directors who park on the premises on a regular basis, i.e., at least one-half of the work days the facility is open during any month.

#### **4. PARKING REVENUE:**

Parking revenue may be used to support alternatives to single passenger vehicle commuting such as carpooling and vanpooling and for other District programs upon the approval of the General Manager.

Revenue from parking charges may, if needed, be allocated to fund "Commuter Checks" to reimburse employee transportation costs associated with using public transportation and carpooling or vanpooling.

#### **5. IMPLEMENTATION:**

The General Manager shall issue any and all necessary Administrative Regulations to implement this Board policy including the assignment of parking and designation of a parking administrator to oversee this Policy and subsequent Administrative Regulation.

The General Manager shall specify the number of visitor spaces, carpool and/or vanpool spaces, District vehicle spaces, and permanently assigned employee parking spaces. For all remaining parking spaces, if more employees wish to pay for spaces in the Administrative facility than parking supply allows, parking privileges shall be distributed by lottery in a form determined appropriate by the General Manager. Such lottery system shall encourage the rotating of assignments for parking spaces.