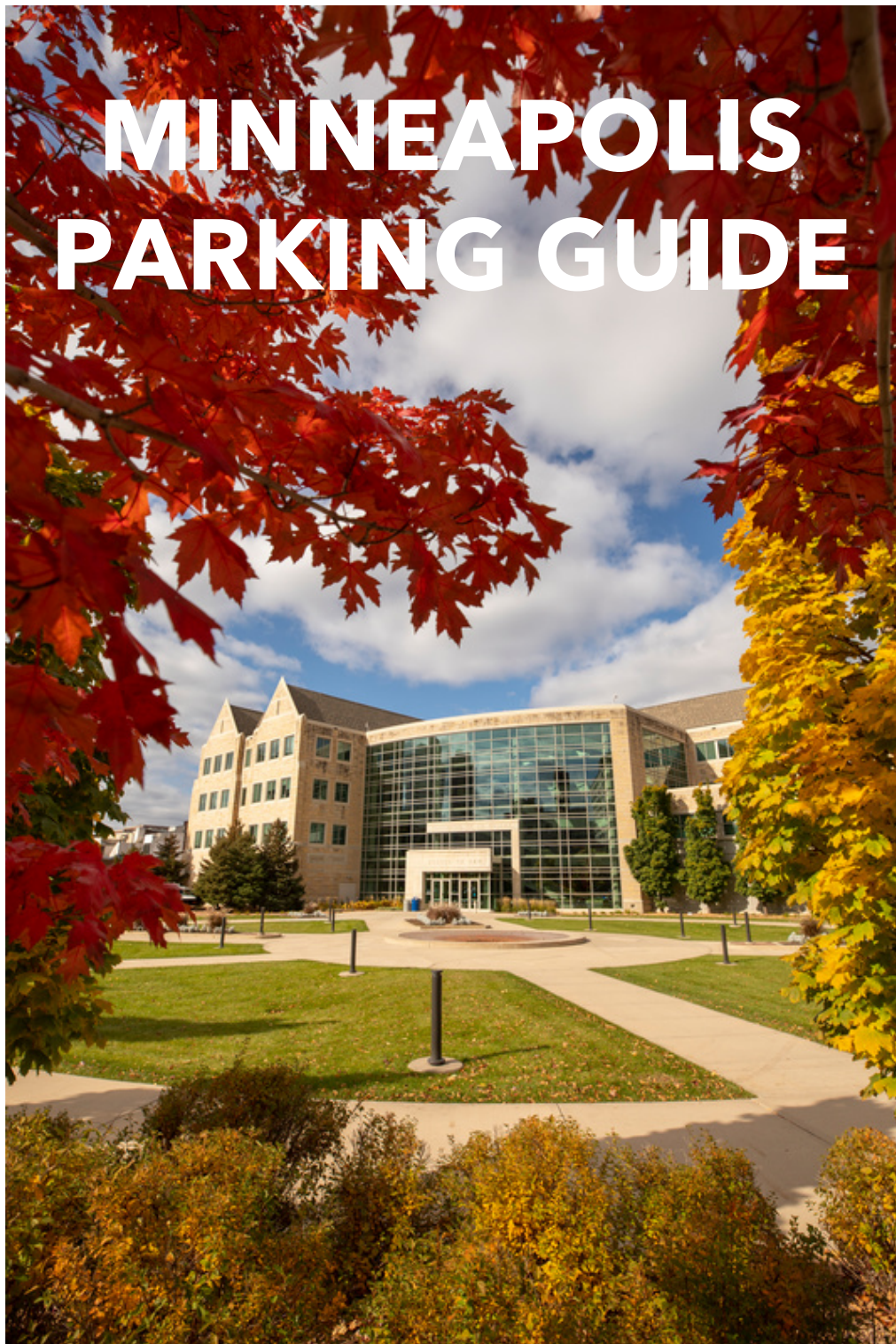


MINNEAPOLIS PARKING GUIDE



Sept. 2023 - Aug. 2024



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INTRODUCTION

Like most urban schools, the University of St. Thomas faces many challenges with parking. More than two thirds of our students, faculty and staff commute to the university.

Because of the complexity of parking on the Minneapolis campus, procedures and regulations have been established to help provide fair and equitable parking.

To assist in understanding the topic of parking and transportation at St. Thomas, this guide reviews parking and alternative transportation options, as well as all policies, procedures and regulations. All regulations contained within this guide are subject to change at any time, without notice, as new parking issues may arise throughout the year. Every effort will be made to update this guide and notify the community of any changes. The information in this guide can also be found online at: www.stthomas.edu/parking.

In order to be parked legally on property owned by St. Thomas, you must purchase a valid St. Thomas parking permit. Purchasing a permit does not guarantee a parking space and a lack of parking is not a valid excuse for any violation of parking regulations.

Parking at Your Own Risk

While surveillance cameras have been installed on campus, the University assumes no responsibility for care of, damage to, and/or protection of any vehicle or its contents at any time while it is operated or parked on campus. All vehicles should be locked when left unattended and valuables should be removed.

Observing Rules

Bringing a vehicle on campus is a privilege and not a right. Parking and driving on St. Thomas property are permitted in accordance with the regulations and information contained within this brochure, which are designed to maximize the use of parking space and assist in maintaining lots. Everyone operating a vehicle on campus should always observe city and University traffic and parking regulations. Vehicle operators must always drive safely and give pedestrians the right of way.

Right to Ticket & Tow

The University of St. Thomas reserves the right to ticket and/or tow any vehicle in violation of established parking regulations, at the owner's expense. This includes the right to collect any fines or fees associated with the ticketing and/or towing of a vehicle. In addition, persistent violators may have their parking privileges revoked. See the parking ticket section for more information on towing of vehicles.

Directions to the Public Safety Office

To better serve the campus community outside of Parking & Transportation Services business hours, Public Safety also has offices on both the Minneapolis and St. Paul campuses. The office in St. Paul is located on the first floor of Morrison Hall. The office in Minneapolis is located on the second floor of Opus Hall. Public Safety offices are open 24 hours a day, 7 days a week to assist with public safety matters and parking issues outside of Parking & Transportation Services business hours.

PARKING PERMIT OPTIONS

Evening Adjunct Minneapolis Parking Permit

Adjunct faculty in Minneapolis may choose to purchase an Evening Adjunct parking permit for the Minneapolis campus after 4 p.m.

\$80	Evening Summer Permit
\$80	Per Semester

Evening Adjunct permits will be valid for parking in Lot 3 in Minneapolis after 4 p.m. In the case that the lot becomes full, Parking & Transportation Services will determine alternative parking locations.

All faculty and staff who have offices at the Minneapolis campus and who have a .625 FTE or greater are eligible to purchase a parking permit/contract.

Faculty and staff who work on the Minneapolis campus have the following options:

- Choose not to park at the Minneapolis campus. Either ride the bus, carpool/vanpool, or park off campus. The university offers reduced price bus passes.
- Choose to purchase a Minneapolis campus permit and park at the Minneapolis campus in the designated lot or ramp, or park in a designated St. Paul campus lot and ride the St. Thomas Shuttle to the Minneapolis campus.

Minneapolis permits may be purchased from the Parking Portal (stthomas.t2hosted.com) and paid for by payroll deduction with pre-tax funds. Eligible faculty and staff also have the option of purchasing bus/light rail transit passes through the university.

Permits

Minneapolis Faculty/Staff

Full-time - \$735

Part-time - \$370

Full-time is considered anything over .625 FTE

Note: Permits are required during the summer on the Minneapolis Campus. Faculty and staff who buy a yearlong or spring semester permit do not need to purchase a separate summer permit.

Transfer of permit and Temporary Permits

Faculty/staff permits are valid for more than one vehicle. It is your responsibility to remember to register and connect a current parking permit to any vehicle being parked on campus. If you need to register a vehicle, please notify Parking and Transportation Services at (651) 962-7275 (St. Paul) or (651) 962-4940 (Minneapolis). If you forget your ramp card, you must pay the hourly rate to park in the ramp.

All permits are valid for one vehicle parked on campus at a time.

Permit Refunds

If an employee terminates employment prior to the end of the year, the contract card must be returned to Minneapolis Parking Services Office and the payroll deductions will end. If the ramp card is not returned, the employee will be billed for the remaining cost of the permit and will not be refunded the card deposit amount.

COMMUTER STUDENT PARKING OPTIONS, REGISTRATION AND FEES

Parking Permits

Only students who are registered for 12 or more undergraduate credit hours or 6 graduate credit hours, will be permitted to purchase a parking permit for the Minneapolis ramp. Eligibility for full time permits is at the discretion of the Parking Services Office.

\$240	One Semester
\$475	Full Year

Commuter permits will be valid for parking in the Minneapolis 11th St. & Harmon Place Ramp. In the case that the ramp becomes full, Parking & Transportation Services will determine alternative parking locations. All permits sold will also include parking in the St. Paul campus commuter parking lots and ramps.

Summer Minneapolis Parking Permit

Summer parking permits are also available to students on the Minneapolis campus.

\$157 Summer Permit

Transfer of Permit and Temporary Permits

Commuter permits are valid for more than one vehicle. It is your responsibility to remember to register and connect any active parking permit to any vehicle being parked on campus. If you forget your ramp card, you must pay the hourly rate to park in the ramp.

Permit and Stored Value Ramp Card Refunds

Permit refunds will be issued only upon withdrawal from the university. Refunds will not be issued for any other reason. In order to receive a full or partial refund for a parking permit, the permit holder must provide either proof of withdrawal from all current classes or proof that he/she is no longer a St. Thomas student. Full refunds for permits will be issued only if the access card is returned before the end of the second week of classes for fall and spring semester. If cancelling your permit after these deadlines, partial refunds will be issued on a prorated schedule.

VISITOR PARKING

Hourly Parking

The Parking Ramp at 11th Street & Harmon Place allows for hourly parking for visitors, faculty, staff and students. The entrance and exit to the ramp are on 11th Street just west of Harmon Place.

An electronic pay-as-you-leave system provides a convenient method to park and pay for the time used. All payment is by credit card only, cash payment is not accepted.

Directions for Hourly Parking in the Ramp

- Approach the parking gate arm; pull a ticket.
- Be sure to take your ticket with you when you exit your vehicle.
- When you enter the ramp to go back to your vehicle, simply stop by the pay stations located on the 1st or 2nd levels by credit card, or directly at the exit gate pay stations with a credit card.
- Insert the entry ticket into the pay station.
- Follow the instructions on the screen and insert payment (credit card).
- The pay station will return an exit ticket to you once paid.
- Insert the exit ticket at the exit gate as you leave.

Hourly Rates (Weekdays, before 4 p.m.)

\$3 .00 first ½ hour
\$4 .50 Up to 1 hour
\$6 .50 Up to 2 hours
\$8 .50 Up to 4 hours
\$11 .00 Up to 12 hours
\$13 .00 Up to 24 hours
\$6.00 4 p.m. – 2 a.m.
\$6.00 Saturdays/Sundays

Ramp Hours

Monday – Friday 6:00 a.m. to 10:00 p.m.

Saturday 8:00 a.m. to 10:00 p.m.

Sunday 7:00 a.m. to 10:00 p.m.

****All faculty, staff, and students who have contracts to the ramp will have unlimited access after normal ramp hours.**

Visitor Cards

Occasionally, a department may pay for your parking. If this is the case, you should get a parking validation from the department you are visiting. Once you have been issued a validation, follow all directions for parking in the ramp except that instead of using a credit card, use the validation to pay at the paystations on the 1st or 2nd levels or directly at the exit gate .

PARKING REGULATIONS

Motorcycle, Moped and Bicycle Parking

Motorcycles and scooters require permits to park on campus and must be parked only in designated areas. For the Minneapolis campus, the designated area is the hashed space next to the handicapped stalls in Lot 3. Motorcycles and scooters may not park at bike racks or any non-designated motorcycle or scooter parking area. Motorcycles and scooters may not park in regular parking lot spaces or be operated on sidewalks at any time. Motorcycles or scooters without permits or visitors may pay by the hour and park in the Ramp at Harmon Pl. & 11th St.

Bicycle racks are located across the Minneapolis campus. Bikes that appear to be abandoned will be given a warning tag and if unclaimed will be removed by Public Safety. Bikes may only be locked to official bike racks. Bikes not locked to an official bike rack (including but not limited to trees, railings, sign posts, etc.) may be subject to removal at the discretion of Facilities Management or Public Safety.

Disability Parking

Use of disability parking stalls are restricted to **only** those vehicles with a state-issued disability license plate or displaying a valid state-issued certificate and a valid St. Thomas permit. Guest disability spaces are available in the 11th & Harmon Parking Ramp. St. Thomas is not authorized to issue temporary disability permits and cannot provide reserved or special parking permits for those with disabilities. Individuals with temporary disabilities should apply to the state for a disability parking certificate.

PARKING TICKETS

Enforcement and Penalties

Parking permit and contract/hourly sales revenue is used to pay for the cost of parking at St. Thomas, including lot maintenance, repair, snow removal, construction and administration. Enforcement of parking rules and regulations is done to provide fair and equal parking for those who have purchased a parking permit. Using emergency flashers does not allow drivers to illegally park their vehicles, in handicapped spaces, fire lanes, at yellow curbs, etc.

Violation Explanations and Appeals Process

Please see the St. Paul Parking Guide at [stthomas .edu/parking](http://stthomas.edu/parking) for an explanation of all parking violations and how to appeal a violation notice.

Towing

Vehicles parking on St. Thomas property, with multiple unpaid citations, are subject to being towed. Vehicles whose owner cannot be identified through motor-vehicle records or whose owner is not a current student or employee may be towed without notice at the driver's expense (\$40 immobilization processing fee) any time the vehicle is found parked on university property.

In addition, if the operator is found to be a student, unpaid tickets will be billed to the student's account and a financial hold may be placed on the student's record until all outstanding fines are paid, thus preventing registration and access to transcripts .

Generally, vehicles are subject to towing and/or fines at any time for any of the following violations:

1. Illegal parking.
2. Multiple unpaid citations.
3. Failure to move a vehicle during snow removal, lot closing or lot renovation, obstruction.

Other Charges

These charges and fees can be billed to student and faculty/staff accounts at any time.

\$5 — Late fee for each overdue citation

\$10 — Public Safety student account processing fee

\$25 — Motor-vehicle service look-up charge: This refers to the cost of looking up vehicle ownership information through motor-vehicle search engines in order to bill the owner and/or student for citations.

OTHER SERVICES OFFERED

Vehicle Lockouts & Jump Starts

If you lock your keys in your vehicle or need a jump start on or within a six-block radius of campus, you may contact the Department of Public Safety and an attempt will be made to unlock/jump your vehicle. However, a waiver will need to be signed by the owner of the vehicle, to release the university from any liability. Proof of ownership and proper identification will be required. If you have three or more outstanding citations, these must be paid before the service(s) will be attempted. If an attempt is made and Public Safety officer(s) are unsuccessful, a call can be placed to an outside vendor to assist you, but you will be responsible to pay the cost to the private vendor for the service(s) rendered . Public Safety officers may elect, but are not required, to provide such service, particularly if their other patrol and/or emergency-care duties are put at risk.

Services and Safety Tips

Cameras

Surveillance cameras have been installed in the parking ramps, and in many of the lots, on both campuses, but we still need your eyes. If you see something suspicious, please contact the Public Safety Department at 651-962-5100. In the event of an emergency, please contact us at 651-962-5555.

Patrols

Officers make frequent patrols of all the parking lots and buildings on both campuses. If you see a vehicle parked illegally, you may contact the Public Safety Department at 651-962-5100 to request enforcement. Make a note of the vehicle make and model along with the license plate if possible.

Escorts

Escorts are available from Public Safety officers 24 hours a day, 7 days a week. An escort can be requested by contacting Public Safety.

TRAVELING BETWEEN THE MINNEAPOLIS AND ST. PAUL CAMPUSES

A free shuttle bus service is available Monday through Friday between the St. Paul and Minneapolis campuses to those with a valid St. Thomas identification card. The shuttle bus is for St. Thomas business only and should only be used to commute between the St. Thomas campuses. You will be required to swipe your St. Thomas ID when boarding the bus. This express shuttle makes only two stops, the St. Paul Campus (on the north side of Summit Avenue at Finn Street – near the Anderson Student Center) and the Minneapolis Campus (on the Harmon Place side of Terrence Murphy Hall). Schedule information is available on the Web by clicking on “shuttle bus” at: www.stthomas.edu/parking.

TRANSPORTATION ALTERNATIVES

Due to an ongoing concern with the availability and cost of parking at St. Thomas, and keeping with our sustainability initiatives, alternative methods of transportation are encouraged.

Metro Transit Bus System

Call 612-349-7000 for information on bus schedules or check the Metro Transit Website, www.metrotransit.org. The following options are available for purchasing transit passes from St. Thomas: (all prices subject to change)

Employee MetroPass

Full-time employees (.625 FTE or greater) who chose not to drive to campus and do not purchase a contract or permit are eligible for the Employee Metropass program. Eligible employees can purchase a yearlong Metropass for \$400 with payroll deductions. This pass is valid for unlimited rides on all Metro Transit buses and the light rail system. Passes are non-transferable and must be returned if employment is terminated or falls below an FTE of .625. Use of the Metropass by anyone other than the purchaser is forbidden and will result in revocation of Metropass privileges. A lost or stolen Metropass will be replaced once during a 12-month period for \$5. Refunds will not be issued for replacement passes if the original lost or stolen Metropass is recovered. Damaged passes will be replaced at no cost if the pass is returned along with a request for replacement. Metropasses are only available for sale at St. Thomas Parking & Transportation Services. A valid St. Thomas ID is required in order to purchase a pass. Employees who purchase parking permits are not eligible for the MetroPass.

Student College Pass

Undergraduate and graduate students registered for credits and who do not purchase a parking pass are eligible to purchase the Metro Transit C-Pass. The C-Pass costs \$150 per semester for both the fall and spring semesters and costs \$85 for the summer. The C-Pass allows unlimited rides on Metro Transit buses and the light rail system. Passes are non-transferable and must be returned if the student withdraws from classes or the university. Use of the pass by anyone other than the purchaser is forbidden and will result in revocation of C-Pass privileges. A lost or stolen C-Pass can be replaced for \$5; a second replacement will cost \$5. Damaged passes will be replaced at no cost if the pass is returned along with a request for a replacement to Parking & Transportation Services. C-Passes are only available for sale at the Parking & Transportation Services Offices. A valid St. Thomas identification card is required to purchase a pass. Eligible students must purchase the C-Pass with their student account.

Stored Value Cards

Metro Transit \$20 stored value cards are available for purchase from the St. Thomas Campus Stores.

Carpooling







Information regarding carpooling can be found at the Metro Transit website, under “Other Ways to Get There.”

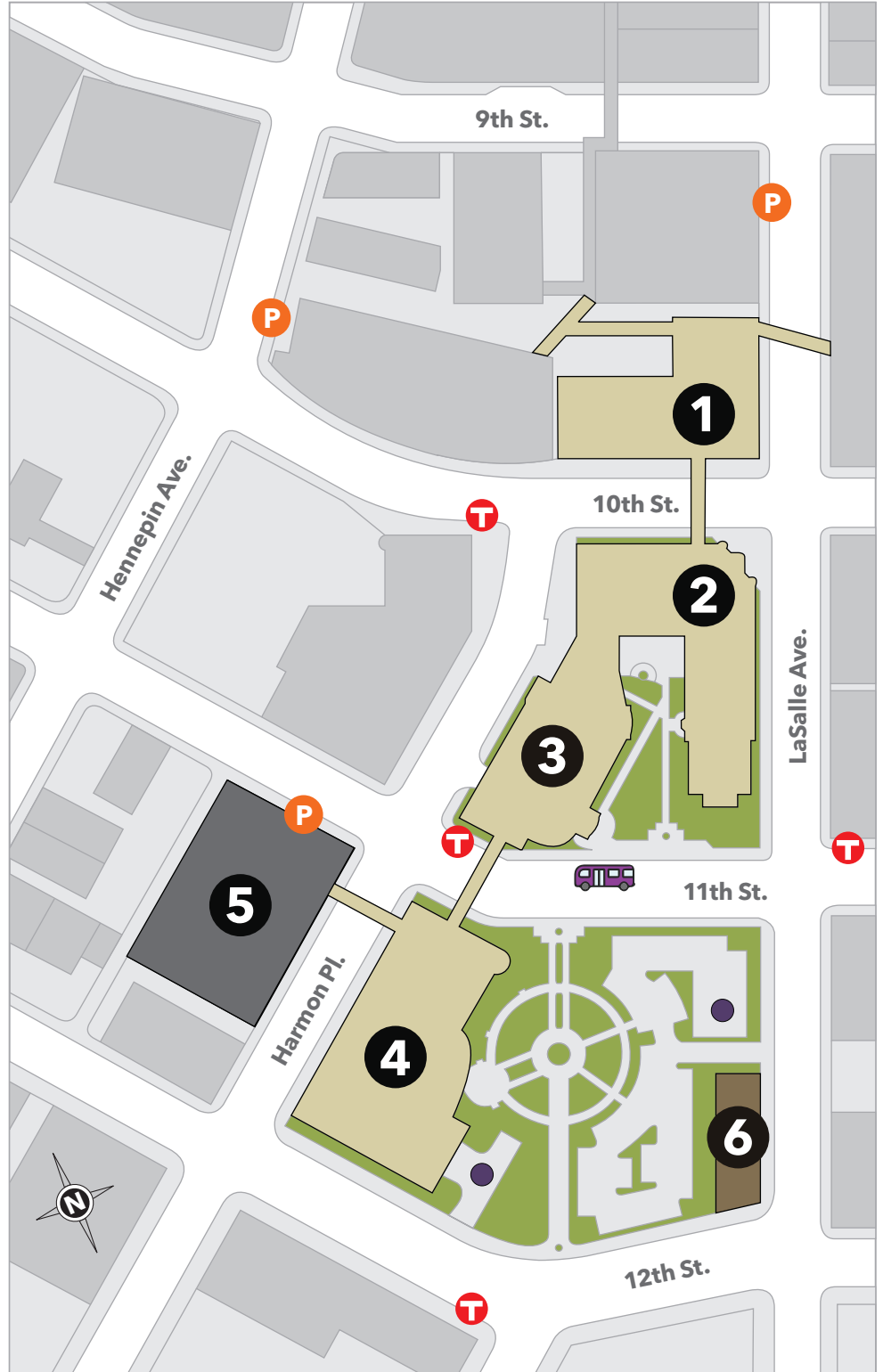
BUILDINGS & SPACES

- ◆ Accessible Building
- ▲ Partially Accessible Building

- Opus Hall (MOH)◆ 1
- School of Education
- Terrence Murphy Hall (TMH).....◆ 2
- College of Business
- Schulze Hall (SCH)◆ 3
- Schulze School of Entrepreneurship
- School of Law (MSL)◆ 4
- Parking at 11th Street and Harmon Place (Public Parking).....◆ 5
- MacPhail◆ 6

KEY

-  Metro Transit Bus Stop
-  Public Hourly Parking
-  Restricted Parking
-  St. Thomas Shuttle Stop
-  Academic
-  Public Parking



DIRECTIONS TO THE UNIVERSITY OF ST. THOMAS MINNEAPOLIS CAMPUS



**1000 LaSalle Ave.
Minneapolis, MN 55403
(651) 962-6150 or (800) 328-6819, Ext. 2-6150**

FROM THE WEST

Option One:

I-394 east to I-394 downtown exit to 12th Street North (exit 9A) to LaSalle Avenue. Turn left on LaSalle Avenue to 11th Street. Turn left on 11th Street. The campus will be on your right.

Option Two:

I-94 east to downtown exit to Fourth Street. Take Fourth Street to First Avenue. Turn right on First Avenue to 10th Street. Turn left on 10th Street to LaSalle Avenue. Turn right on LaSalle Avenue to 11th Street. Turn right on 11th Street. The campus will be on your right.

FROM THE EAST

I-94 west to 11th Street exit (exit 233A) and turn left. West on 11th Street to LaSalle Avenue (one block past Nicollet Mall). Campus will be on your right.

FROM THE NORTH

I-35W south to west I-94. West on I-94 to 11th Street exit. West on 11th Street to LaSalle Avenue (one block past Nicollet Mall). Cross LaSalle Avenue. Campus will be on your right.

FROM THE SOUTH

I-35W north to downtown exits to 11th Street/Grant Street exit (exit 16A), turn left. West on 11th Street to LaSalle Avenue (one block past Nicollet Mall). Cross LaSalle Avenue. Campus will be on your right.

FROM THE AIRPORT

I-494 west to I-35W north. Take the downtown exits to 11th Street/ Grant Street exit (exit 16A), turn left. West on 11th Street to LaSalle Avenue (one block past Nicollet Mall). Cross LaSalle Avenue. Campus will be on your right.

PUBLIC SAFETY AND PARKING SERVICES

St. Paul Campus

General Information or requests: (651) 962-5100

Emergencies: (651) 962-5555

Public Safety is located on the first floor of Morrison Hall

Parking & Transportation Services is located in the Anderson Student Center, Room 351: (651) 962-7275

Minneapolis Campus

General Information or requests: (651) 962-4100

Emergencies: (651) 962-5555

Public Safety is located on the second floor of Opus Hall

Mail MOH203

Parking & Transportation Services is located in Terrence Murphy Hall, #110 (651) 962-4940