

*Message sent on behalf of the College of Marin Police Department (5-12-2022)*

College of Marin has historically operated on a physical parking permit system. Parking permits could be purchased for daily use or for a full semester. Daily use would require a person to locate one of 11 kiosks on our campuses, pay the fee in cash or by credit card, then place the permit on the dashboard of the vehicle for the day.

Students were able to choose to purchase a semester permit. Students would register for class, pay the parking fees online, and wait for the permit to be mailed to their address. Students had the option of purchasing the semester permit in person at Student Services and immediately receiving the parking permit. Community Education students could purchase their permits over the phone directly from the Community Education office while registering for their classes, and have their parking permit mailed to their address.

Staff members were able to obtain a 2-year parking permit from the Police Department, and place the permit on their vehicle's windshield. Some non-student and non-staff parking was paid for and allowed via other permits such as signed parking spaces or temporary permits. These permits were typically issued by the Police Department and forwarded to the requesting department to be distributed.

There were multiple downsides to this antiquated system. First, the College had to purchase or pay a fee for the physical permits. Permit holders had to make sure they switched the physical permit to the vehicle they were driving on any given day. The permit process was labor intensive for College staff. Finally, parking kiosks were available for cash or credit card transactions; however, this system is expensive to maintain, and involves extra labor expenses.

The College has an opportunity to modernize and simplify our parking permit system that offers speed, convenience and flexibility.

There are license plate-based virtual parking permitting systems available that allow the user to input their vehicle information and pay online. These virtual parking systems are user-friendly, cost-efficient and flexible. After weighing all of the costs and benefits, it is our belief that virtual parking permitting systems are a better fit for our institution.

College of Marin will adopt a virtual parking system for all persons wishing to park on our campuses. This system will allow virtual permits to be purchased online for both long-term permit holder and daily permit users. Users may want to drive different vehicles on different days; they can do this by simply logging into their account and changing their license plate for the day they are on campus.

Eventually this will allow us to reduce the number of parking kiosks to one per campus. This will provide visitors without access to a cell phone, a credit card or the internet the ability to purchase a physical daily permit from the parking kiosk. Those who park on campus and want

to purchase a daily permit will be able to choose between paying at the kiosk and obtaining a physical permit to place on their dashboard, or paying online through the virtual parking permit system. Signs will be installed on campus with directions on how to create an account online and pay for the daily permit. Once an account has been created, it will be simple to click and purchase a daily permit associated with an account. This can be accomplished online at a computer, or on a cell phone while on campus.

We expect to have our virtual parking permit system online by August 1, 2022. Students and staff will be given specific instructions on how to obtain their virtual permit online during the summer of 2022. Police Department staff will be available to assist with obtaining virtual permits and/or answer any questions.

We are always seeking ways to improve and modernize our services. The virtual parking system is a cost-effective and efficient way to modernize our parking system, while making the purchase of a parking permit more user-friendly.