



SENATE BILL #3101

TITLE: Creation of Parking Ticket Relief Program

DATE INTRODUCED: 03/27/2026

AUTHOR: President Medina, Vice President McGuire

SPONSORS: Chief of Staff Hargett, Director of Wellness and Sustainability Walters; Senators Cooper, Kaiser, Smith, Morales, Robinson, Wellikson, Keasling, Golden, Khan, Shosh; United Multicultural Council

1. WHEREAS, the purpose of the Associated Students of the University of Wyoming
2. (ASUW) is to serve our fellow students in the best manner possible; and,
3. WHEREAS, in the past years the University of Wyoming (UW) Parking Services has
4. undergone significant changes that have decreased students' access to parking; and,
5. WHEREAS, on the Fall of 2022 the 110th administration created an Ad-Hoc Parking
6. Committee meant to address student concerns around the construction of the new
7. Parking Garage; and,
8. WHEREAS, the committee along with the 2022 ASUW Fall Issues Survey (Addendum
9. A) recognized that over 50% (51.69%) of students would be affected by changes in
10. parking availability; and,
11. WHEREAS, on the fall of 2024 from December 2nd to December 13th, the UW Parking
12. Services piloted "Food for Fines," where students could bring two non-perishable food
13. donations to receive a 30% discount off one outstanding parking citation valued \$39.00
14. or less; and,
15. WHEREAS, the program's success proved UW students' willingness to find alternative
16. methods to pay for parking citations; and,
17. WHEREAS, providing alternative methods to pay for parking citations is a recurring

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18. request from students; and,
19. WHEREAS, UW Parking Services has agreed to exempt one allowable outstanding
20. parking citation in exchange for students volunteering for the departments Sidekick
21. Program or other UW community service opportunities if needed; and,
22. WHEREAS, UW Parking Services and General Counsel approved the ASUW Parking
23. Ticket Relief Program Policy to govern this service.
24. THEREFORE, be it enacted by the Associated Students of the University of
25. Wyoming (ASUW) Student Government that a new working document entitled the
26. "ASUW Parking Ticket Relief Program Policy" as shown in Addendum B be created;
27. and,
28. THEREFORE, be it further enacted that the ASUW Executive branch in conjunction
29. with the ASUW professional staff, UW Parking Services, and Service, Leadership, and
30. Community Engagement (SLCE) office, administer the services detailed in the ASUW
31. Parking Ticket Relief Program Policy; and,
32. THEREFORE, be it further enacted that this legislation be sent to the UW Parking
33. Services Department, the SLCE office, Vice President of Budget and Finance Alex
34. Kean, and Interim Vice President of Student Affairs Nycole Courtney; and,
35. THEREFORE, be it further enacted that this bill take effect immediately upon passage
36. by a two-thirds (2/3rds) vote of the ASUW Senate.

Referred to: _____ SWAC, PID, & TASFRC _____

Date of Passage: 04/07/26 Signed: Aidan McGuire
(ASUW Chairperson)

"Being enacted on 04/07/26, I do hereby sign my name hereto and approve this

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Senate action.”

A handwritten signature in black ink that reads "Tayla Medina". The signature is written in a cursive style with a large, looping initial 'T'.

ASUW President

Addendum A

Student Parking and Transportation

Summary

The parking and transportation portion of the ASUW Fall Issues Survey opened on Wednesday, September 7th and has received feedback from over 1,315 students. We acknowledge this feedback is limited, but are confident it is a representation of student concerns across campus.

Beginning at Question 39 of the student issues survey, 51.69% of students at UW knew that the Union Parking lot would be removed in December of this year to be turned into a green space. 48.31% of students were not aware of this plan.

The results of the union parking lot being removed will have a severe impact on 326 (29.85%) students that attend UW. Students have shared their own comments about this parking lot being removed and ASUW recognizes student comments regarding the removal of the union parking lot.

Students were asked what mode of transportation they used most often to travel to campus. A majority of students (32.35%) responded that they use their vehicles to get to campus on the s on a daily. Followed by 31.43% of students walking, 17.10% using campus buses, 11.67% riding their bike, 4.96% using alternate means of transportation, and 2.48% utilizing carpooling.

Students were asked what modes of transportation they use to travel to campus for extracurricular activities. 64.60% of individuals responded that they use their personal vehicles to travel to campus for extracurricular activities.

Students were asked if they utilized parking permits on campus, 57.61% of students utilize parking permits that are provided from the City of Laramie and UW—these range from different colored parking permits and vehicle parking areas. Students provided additional information on why they do not have or need a parking permit on campus.

Concerning transportation via safe ride, most students (31.94%) know what Safe Ride is but have not utilized it. Students then had the opportunity to share their particular concerns and comments on different matters and comments including transportation and parking at UW.

<i>Starting in December of this year, the main Union parking lot will be taken offline in order to begin construction of a new green space. Were you aware of this plan before the release of this survey?</i>			
#	Field	Choice Count	
1	Yes	51.69%	565
2	No	48.31%	528

<i>To what degree will the removal of this parking lot (union parking) impact your ability to travel to campus?</i>			
#	Field	Choice Count	
1	No impact at all	22.07%	241
2	Minimal Impact	23.17%	253
3	Moderate Impact	24.91%	272

Addendum B

**Associated Students of the University of
Wyoming
ASUW Parking Ticket Relief Program Policy**



Preamble:

We, as the members of the Associated Students of the University of Wyoming (ASUW), in accordance with the ASUW By-Laws, and other recognized University Regulations, establish the following Parking Ticket Relief Program Policy. This policy has also been created to capture the substantive best practices of reviewing applications for the Associated Students.

Article 1. Introduction

1. It is the purpose of the ASUW Parking Ticket Relief Program Policy to set forth the rules and regulations in which University of Wyoming (UW) students can have one allowable UW-Parking-issued parking ticket waived per academic year in exchange for at least five (5) service hours with a valid campus entity.
2. Changes or additions to the ASUW Parking Ticket Relief Program Policy shall require a recommendation from the relevant ASUW Executive and a two-thirds (2/3) affirmative vote of the ASUW Senate.

Article 2 ASUW Parking Ticket Relief Program Authority and Guidelines

Section 2.01 Parking Ticket Relief Program Coordinator Authority

1. The ASUW Senate provides the relevant ASUW Executive authority to act as the program coordinator and approve applicants for the Parking Ticket Relief Program during the academic year;
2. The Parking Ticket Relief Program Coordinator in collaboration with Parking Services shall generate a semester report which outlines usage of the service provided under these regulations. This report shall be circulated to the Programs and Institutional Development (PID) and Tuition Allocation, and Student Fee Review (TASFRC) Committees. Further details of this report can be specified by PID and TASFRC if specific details are beneficial to their committee's work. This report shall not include data that infringes on students' right to privacy.

Section 2.02 Community Service Hour Requirements

1. Students must accumulate at least five (5) hours of community service through the following means:
 - a. Volunteering for the UW-Transportation Services SafeRide Sidekick Program
2. Students may request to participate in other forms of community service for the following reasons:
 - a. Medical accommodations;
 - b. Participation in the Sidekick program poses a financial burden;
 - c. Participation in the Sidekick program would interfere with a scheduled class or academic commitment;
 - d. Participation in the Sidekick program would interfere with care of dependents or other family members;
 - e. Participation in the Sidekick program would interfere with any religious obligations;
 - f. Participation in the Sidekick program would interfere with active military service.

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3. Students will be granted an automatic exemption from the Sidekick Program if the SafeRide Office determines that there are no available shifts during the requested time period.
4. If students are granted an exemption, students may accumulate at least five (5) hours of community service through the following means:
 - a. Participation in the “Big Event” or any other University organized community service events open to students;
 - b. Volunteering for an ASUW sponsored/supported event;
 - c. Volunteering for a SLCE sponsored/supported event.

Article 3. Application Procedures

Section 3.01 Program Allocation Guidelines

1. Each student may be exempted from one allowable UW-Parking issued parking ticket per academic year in exchange for at least five (5) hours of community service as determined by ASUW.
2. Students can apply for the program before the end of the current ASUW administration and before the student’s graduation date.

Section 3.02 Service Request General Application Procedures

1. Application forms for the ASUW Parking Ticket Relief Program shall be made available online.
2. UW registered students shall submit an application request to ASUW during the academic year and, if applicable, at least one month prior to graduation. The relevant ASUW Executive will review all applications submitted during this time period.
3. Students are not able to apply to the ticket relief for a ticket they are currently contesting/appealing. If a student is at the threshold for vehicle immobilization, application to this program does not prevent vehicle immobilization from potentially occurring per University Parking Regulations.
4. If a student is no longer interested in receiving the services of the ASUW Parking Ticket Relief Program, the student must notify the relevant ASUW Executive immediately and twenty-four (24) hours prior to their scheduled shift.
5. Students will be given a confirmation from the relevant ASUW Executive notice no later than five (5) days following an application submittal;
 - a. Confirmation notices will at least detail:
 - i. Available service opportunities
 - ii. Hour Requirements
 - iii. Program Agreement From
6. Within twenty-four (24) hours of confirmation given to the student, parking services shall be notified that the student is utilizing the program for a specific ticket.
 - a. Notification of program completion does not guarantee immediate or quick action by Parking Services to approve a ticket for exemption.
7. Students must complete service requirements by the end of the academic semester for which they apply for the exemption.
 - a. The Program Coordinator has the power to make exemptions to this requirement in cases where the service responsibilities cannot reasonably be completed within the application semester.

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8. Students who do not complete the service requirements will continue to be financially responsible for the ticket.

Section 3.03. Allowable vs. Non-Allowable Parking Ticket Exemptions

1. The categories below must be updated in accordance with the UW Transportation Services Parking Regulations.
2. Students will only be allowed to participate in the program with the following “allowable” ticket categories:
 - a. Not Parked in a designated area (minor);
 - b. License plate not visible;
 - c. Parking in “no parking” areas including sidewalks and reserved spaces;
 - d. Failing to register vehicle;
 - e. No permit;
 - f. Failing to park in assigned area;
 - g. Failing to display permit properly;
 - h. Overtime violation on a metered or timed area.
3. Students will not be able to participate in the program with the following “non-allowable” parking ticket categories:
 - a. Fraud;
 - b. Parking in “accessible” space without a disability permit;
 - c. Parking in a fire lane;
 - d. Parking in a yellow zone;
 - e. Misuse of permit/multiple vehicles linked to a permit on campus at the same time;
 - f. Parking without payment at an electric vehicle charging station.

Article 4. Sidekick Service Guidelines

Section 4.01 Sidekick Program General Guidelines

1. Students will receive a Student Volunteer Record form within a week of choosing a date to volunteer as provided by the relevant ASUW Executive.
 - a. The Student Volunteer Record form must include student contact information.
 - b. Students must return their Student Volunteer Record form to the relevant ASUW Executive by the date on the form.
 - c. Only UW registered students are allowed to receive a Student Volunteer Record form.
 - d. Students will return the Student Sidekick Agreement Form to the relevant ASUW Executive.
 - e. The relevant ASUW Executive will send a copy of this form to the SafeRide office.
2. Students will coordinate with the relevant ASUW Executive to arrange their scheduled shift.
 - a. The relevant ASUW Executive will have access to a master schedule of shifts from the SafeRide Office and from the SafeRide Office Personnel.
 - b. All shifts must be scheduled three (3) weeks in advance.
3. Students will receive a reminder email during the week of scheduled volunteer day(s) from the relevant ASUW Executive.

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4. Students must arrive on time for orientation and paperwork prior to their shift as directed by the SafeRide office.
 - a. Unless otherwise noted, all orientation training will be held at 9:15 p.m. at the UW Transportation Complex.
5. Students will complete a shift of 5.5 hours as directed by the SafeRide Office.
6. All Sidekicks understand that they are volunteering at their own risk. Transportation Services/University of Wyoming/ ASUW will not be held responsible for any injuries or damages that volunteers may incur while participating as a Sidekick.

Section 4.02 Sidekick Program Expectations and Responsibilities

1. All students acting as “Sidekicks” must:
 - a. Stay awake;
 - b. Help keep track and manage riders;
 - c. Keep phone use to a minimum;
 - d. Assist the driver so they can focus on safe driving – monitor and support rider safety;
 - e. Ensure riders are wearing seatbelts;
 - f. Monitor for alcohol use or open containers;
 - g. Maintain the trip log.

Section 4.03 Sidekick Program Code of Conduct

1. Sidekicks must:
 - a. Act in a professional manner;
 - b. Not physically or verbally threaten passengers or employees;
 - c. Not use obscene language;
 - d. Not provoke or entice fighting behavior
 - e. Not be under the influence of drugs or alcohol;
 - i. Sidekicks are not allowed to have any containers of alcohol or illegal drugs.
 - ii. Any volunteer who is under the influence of drugs or alcohol will automatically be dropped off at home and will not be allowed to participate in the program for the remainder of the academic year.
 - f. Not vape in buildings or vans
 - g. Not be in possession of dangerous weapons, explosives, or flammable material.

Section 4.04 General Rider Guidelines

- a. Students and any personal care attendants or companions traveling with students must follow all rules detailed in this policy, confirmation emails from ASUW, University policies, and all state and federal laws to ensure the safety of all riders and drivers. Any personal care attendants or companions traveling with a rider must also follow the following rules;
 - a. Do not distract the driver or bother others: interfering with the safe operation of a vehicle can be hazardous to everyone on board.
 - b. No Smoking: UW Vehicles are required to be smoke free. See UW Regulation 6-6 for more details.

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- c. Personal Hygiene: Students shall maintain appropriate and reasonable personal hygiene/body odor.
- d. Clothing: Appropriate clothing (i.e., shirts, shoes, etc.) must be always worn.
- e. Disruptive Behavior: Students may not physically abuse or threaten others. Other disruptive behaviors will not be tolerated. All body parts must be always kept inside the UW vehicle.
- f. Service Animals:
 - i. Service animals must remain on the floor or on their owner's lap. If this is not an option, the service animal may occupy a seat provided one is available.
 - ii. A service animal shall be restrained with a harness, leash, or other tether, unless an individual's disability precludes the use of a restraint or if the restraint would interfere with the animal's safe, effective performance of work or tasks. If the animal is not tethered, it must be otherwise under the individual's control, whether by voice control, signals, or other effective means.
 - iii. The University, including ASUW and Transportation Services will not be responsible for the care or supervision of service animals. Individuals with disabilities are responsible for ensuring the immediate clean-up and proper disposal of all animal waste. Individuals must comply with all applicable laws and regulations, including vaccination, licensure, animal health and leash laws, as well as the University of Wyoming's rules in lease provisions regarding vaccination, licensure, leash control, cleanup rules, animal health, and community relationships.
 - iv. No petting guide dogs or service animals without the permission from the owner.
- g. Littering: No littering or throwing objects from the UW vehicles.
- h. Equipment: No operating or tampering with any vehicle or driver equipment.

Article 5. Community Service Guidelines

Section 5.01. General Community Service Guidelines

1. Students selected for an alternative community service opportunity will;
 - a. Complete and submit the Program Agreement Form and Liability Waiver;
 - b. Create a Volunteer Hub account;
 - c. Use Volunteer Hub to sign up for any on-campus volunteering event;
 - d. Complete at least five (5) hours of community service;
 - i. Students may sign up for as many volunteering opportunities as is needed to complete the required amount.
 - e. Approve their entry/entries and submit a fully approved Volunteer Hub Resume to the relevant ASUW Executive.
2. Upon receipt of community service, the relevant ASUW Executive will forward the Volunteer Hub resume and original application to Parking Services to approve of the exemption.
3. All students understand that they are volunteering at their own risk. Transportation Services/University of Wyoming/SLCE/ASUW will not be held responsible for any injuries or damages that volunteers may incur while participating in the program.

Section 5.02 Code of Conduct

1. Students and any personal care attendants or companions traveling with students must follow all rules detailed in this policy, confirmation email from ASUW, SLCE, and any other volunteer organization, University policies including the UW Student Code-of-Conduct, and all state and federal laws to ensure the safety of all students and personal care attendants.

Article 6. Cancellation Policy

Section 6.01. General Cancellation Policy of the ASUW Parking Ticket Relief Program

1. Students must notify the relevant ASUW Executive or the ASUW Office Associate immediately and at least twenty-four (24) hours prior to their scheduled shift.
2. Students must notify the SafeRide Office at least twenty-four (24) hours prior to their scheduled shift
3. Failure to notify and attend the scheduled community service shift may result in temporary suspension of the student's ability to participate in the program at the discretion of the Program coordinator.
 - a. Temporary suspension will be for the period of the rest of the academic year

Article 7. Revisions and Adoptions

Section 7.01 Revisions and Adoptions

1. Upon approval of this Policy by a two-thirds (2/3) majority vote of the current ASUW Senate membership, changes shall require a two-thirds (2/3) vote before adoption.
2. The relevant ASUW Executive has the authority to review the Parking Ticket Relief Program Policy for corrections to formatting, grammar, updated application links, and organization. No substantive changes may be made unless through legislation that is passed with a two-thirds (2/3) majority vote of the ASUW Senate.