

Micromobility Transportation Device Policy

I. Purpose

The rapid pace of technological innovation is producing innovative personal mobility devices which are changing travel behaviors. Washington University in St. Louis supports the use of non-vehicular transportation options as a sustainable, healthy and efficient way to move around campus. The safety of the campus community is a top priority. This policy outlines university guidelines for the safe use, locking and storage, charging, and impoundment of devices. Washington University expects all users of micromobility transportation devices to abide by these policies in order to ensure the safety of all.

II. Scope

This Policy applies to all students, faculty, staff and campus visitors who operate, park or store Micromobility Transportation Devices on University owned or leased property; *provided, however*, that this Policy does not apply to:

1. the use of such devices at the Washington University Medical Center.
2. individuals operating an electric personal assistive mobility device as defined under Missouri law. All such individuals shall, however, operate such device in accordance with Chapter 307 of the Revised Statutes of Missouri. Further, the University encourages individuals utilizing such devices to operate them in a safe and responsible manner to limit or avoid the risk of injury or damage to persons or property.
3. Individuals operating a golf cart for University purposes.

III. Definitions

1. “ADA” means the Americans with Disability Act of 1990 as may be amended from time to time.
2. “Bicycle” means a vehicle propelled solely by human power upon which any person may ride, having two tandem wheels, or two parallel wheels and one or two forward or rear wheels, all of which are more than fourteen inches in diameter.
3. “Dockless Shared Device” refers to any Micromobility Transportation Device that is owned by a company and rented on an hourly or daily basis to different users and does not have to be parked at designated docking stations.
4. “Electric Bicycle” or “E-Bike” means a bicycle equipped with fully operable pedals, a saddle or seat for the rider and an electric motor that may be used either to (i) exclusively propel a bicycle or (ii) provide assistance when a rider is pedaling.
5. “Micromobility Transportation Device” or “Device” means any small, low-speed, human- or electric-powered transportation device, including bicycles, scooters, skateboards, hoverboards, segways, electric-assist bicycles (e-bikes), electric scooters (e-scooters), electric skateboards, skates and all other small, lightweight, wheeled conveyances. These terms also include Dockless Shared Devices as defined herein.

6. “Mode” means the method of operating a Micromobility Transportation Device; either human-powered (non-motorized) or electric or battery powered (motorized).
7. “Motorized Transportation Device” or “Motorized Device” means a Micromobility Transportation Device that has a motor or which is being operated in an electric/battery powered Mode.
8. “Non-Motorized Transportation Device” or Non-Motorized Device” means a Micromobility Transportation Device that is solely human-powered or which is being operated exclusively by human power in a non-motorized Mode.
9. “Operator” means any individual riding or operating a Micromobility Transportation Device.
10. “Owner” means the individual who owns or holds title to a Micromobility Transportation Device.
11. “Policy” means this Micromobility Device Transportation Policy.
12. “University” means Washington University in St. Louis.
13. “University Property” means all property owned by the University except the properties located at the Washington University Medical Center.
14. “WUPD” means Washington University Police Department.

IV. **Operating Micromobility Transportation Devices**

1. All Devices shall be operated in a safe and responsible manner; any activity on a Device that presents a risk of injury or damage to persons or property is strictly prohibited.
2. Devices shall not be operated at a speed greater than is reasonable and prudent under the existing conditions.
3. The University encourages Operators to wear appropriate attire and personal safety equipment applicable to their type of Micromobility Transportation Device, including but not limited to, helmets, gloves, wrist guards, knee and elbow pads and closed-toe shoes or boots.
4. The University discourages the use of earbuds or headphones while operating Micromobility Transportation Devices. Device Operators shall not use earbuds or headphones that impede their ability to hear and respond to their surroundings.
5. Device Operators must yield the right-of-way to pedestrians and emergency vehicles and give an audible signal before passing a pedestrian.
6. Operators shall dismount their Devices where signs indicate and when paths are crowded or Operator cannot safely maintain a three (3) feet distance from pedestrians or other Operators.
7. Devices may only carry one (1) individual unless the Device is specifically manufactured to carry more than one individual (ex: a tandem bicycle).
8. A Device that can be operated in either a motorized or non-motorized capacity shall follow all rules applicable to the Operator’s specific Mode of use while the Device is in operation on University property.

9. Dockless Shared Devices may only operate on Wallace Drive, Shepley Drive, Snow Way Drive and Throop Drive. Motorized Devices (or Devices utilizing a motorized Mode) may not be operated on any other University Property.
10. Devices are not permitted to be used or operated in University buildings and parking garages.
11. Use of Devices for purposes other than transportation (such as tricks, stunts, jumps, rail sliding, etc.) is not permitted on University property.
12. Device Operators must comply with all local, state (Chapter 307 RSMo.) and federal laws and regulations applicable to the Device and its Mode of operation when operating on public streets, alleys, sidewalks and highways.
13. Devices are not permitted to be operated on walkways designated for pedestrian use. Operators must walk their Device through these areas and store it at designated bike/device racks or parking areas.

V. Parking and Storing Micromobility Transportation Devices

1. Devices are not permitted to be parked or stored in University parking garages unless there is an area with signs designating it a Device parking area.
2. Devices may never be parked on a sidewalk or path, against or locked to a railing, bench or lamppost, parked or left in a manner that will block building entrances, accessible ramps or other ADA features or structures, or anywhere that could impede pedestrian or vehicular traffic or access for University maintenance or construction or for those with a disability.
3. Smaller Motorized Transportation Devices, including hoverboards and electric skateboards, may not be parked or left in a manner that will pose a tripping hazard, impede pedestrian traffic or block building entrances, accessible ramps or other ADA features or structures.
4. Bicycles, E-Bikes and Scooters and E-Scooters shall only be parked in areas specifically designated for such devices indicated by the presence of storage racks and/or signage.
5. Bicycles and Scooters may not be parked inside University buildings and residence halls unless there is an area with signs designating it a Bicycle/Scooter parking area or if the Owner receives written approval from the building manager.
6. Motorized Devices of any kind may not be parked or stored inside University buildings or residence halls, except as provided in subsection (vii) below.
7. Motorized Devices may not be charged on any University Property except at designated charging locations. Motorized Devices shall not be charged in any University building *unless* the specific charging location has been approved in writing by Facilities Planning & Management, Environmental Health & Safety and the University's Office of Risk Management.
8. Device Parking Duration in ALL Areas EXCEPT the South 40, Village, and Greek Housing. Bicycle racks are for daily commuters; it is prohibited to park a Bike/E-Bike and Scooter/E-Scooter for longer than two weeks (14 days) in these areas. If a Bike/E-Bike and Scooter/E-Scooter is suspected to have been parked for more than 14 days, an impoundment warning tag will be attached to such Device to notify the Owner of the infraction and possible action by the University, including impoundment, if the infraction is not addressed within the timeframe provided on the tag.

9. Device Parking Duration on the South 40, Village, and Greek Housing.

- i. During the term of their residential lease, University students and employees living on University property are allowed to park their Bike/E-Bike and Scooter/E-Scooter at racks in their residential area without being subject to the 14- day parking rule set forth in Section V(8) herein.
- ii. Notwithstanding the foregoing, during the summer term, all Bikes/E-Bikes and Scooters/E-Scooters located in these residential areas after University Commencement must, in addition to the standard all Bikes/E-Bike and E-Scooter registration, obtain a summer tag from Residential Life and clearly display the tag according to the instructions. This applies to students enrolled in summer programs and employees working in these residential areas.
 1. Residential Life will display temporary signs on the Bicycle racks notifying Owners of the summer tag policy, associated timeframe, and process to acquire summer tags.
 2. All Bikes/E-Bikes and Scooters/E-Scooters located in these areas that do not properly display the appropriate summer tag are at risk of being impounded in accordance with Section VII herein.

VI. Mandatory Bicycle and Scooter Registration.

1. All Bicycles, E-Bikes and E-Scooters are required to be registered with the University by visiting project529.com/washu. Bicycle, E-Bike and E-Scooter registration serves as a theft deterrent and allows the University and police to assist in the recovery of lost or stolen Devices, better manage facilities, and contact the Owners of impounded Devices
2. For registration to be valid, you must show proof of registration by permanently attaching the provided registration sticker to the Bicycle, E-Bike or E-Scooter in a visible manner according to the registration policy listed online. If the sticker is not clearly visible, the Bicycle, E-Bike or E-Scooter is not considered officially registered with the University.
3. Individuals who own and operate multiple Bicycles, E-Bikes and E-Scooters on University Property must register each Device separately with the University.
4. If ownership of a registered Bicycle, E-Bike or E-Scooter changes, the information must be updated in the Project 529 registration system to reflect the correct Owner.

VII. Impounded Devices.

1. Authority to Impound Devices.
 - i. The University has authority to impound Devices found to be in violation of this Policy.
 - ii. Unlocked Bicycles, E-Bikes, Scooters and E-Scooters that are left unattended will be locked to the nearest bike rack. To unlock the Bicycles and E-Bikes, the Owner must follow the instructions left on the Devices.
 - iii. Any Devices parked or left on University Property in violation of Section V of this Policy or otherwise presenting a safety hazard or risk of damage to University property may be immediately impounded by the University without notice to Owner or Operator.
 - iv. The University is not responsible for any damage to any Device, accessories or security devices attached or installed on Devices that are impounded pursuant to this Policy. The

University has no responsibility or liability to replace or compensate a Device Owner for any such damage resulting from impoundment.

2. Reclaiming Impounded Devices.

- i. If an impounded Device has a University registration sticker attached to the Device, the University will use its best effort to contact the registered owner with instructions for how to reclaim the impounded Device.
- ii. Individuals who suspect their Device has been impounded should contact University Services Center at parktrans@wustl.edu.
 1. If the Device is registered to the individual, they can use their photo ID to show proof of ownership and reclaim the Device.
 2. If the Device is not registered, the owner must provide proof of ownership to reclaim the Device. Additionally, if the Device is a Bicycle, Electric Bicycle, or E-Scooter Owner must first register the Device with the University before said Device is released.
 3. The University has sole authority to determine the sufficiency of such evidence, and the determination is not subject to protest, appeal, or review.
- iii. Disposal of Impounded Devices.
 1. Impounded Devices shall be held for sixty (60) days from the date of impoundment. If an impounded Device has not been claimed within sixty (60) days of impoundment, the Device shall be deemed abandoned and the University may dispose of the Device in any manner it deems appropriate.
 2. Device disposal may include, but shall not be limited to, the sale, recycling, destruction or donation of any impounded and abandoned Device.

VIII. Policy Enforcement.

1. Disciplinary actions for violations of this Policy will be tailored to each constituency within the University and will be based on the severity of the violation. Non-compliant University-affiliated individuals will be referred to the appropriate office for follow-up:
 - i. Students - Students will be referred to the Office of Student Conduct and Community Standards for discipline in accordance with the Student Code of Conduct.
 - ii. Employees – Employee violations will be referred to the individual employee's immediate supervisor.
2. Visitors and other third parties found to be violating this policy will be asked to leave University Property.

IX. Reporting an Accident.

1. On University Property: Report all collisions (with pedestrians, vehicles or other micromobility devices) or single Device accident with injuries to WUPD. All involved individuals should remain at the area of the collision/accident until authorized to leave by WUPD.
 - i. For Danforth, North, South and West Campus incidents, call WUPD at 314-935-5555

for assistance.

- ii. For WUSM incidents, call Medical School Protective Services Office at 314-362-4357.
- 2. Off University Property: Contact local police, fire or emergency medical services by dialing 911.