PARKING AND TOWING POLICY

PURPOSE

Highland Public Library (“HPL” or the “Library”) desires to be a gathering place for the community and to create a welcoming environment for Library patrons and the public. So that the Library’s patrons may take advantage of the Library’s offerings, HPL’s parking lot is available for use by Library’s patrons during HPL’s hours of operation. When the Library is closed, use of the parking lot is restricted to library related business or as approved by library director or representative. To ensure that the Library and its parking lot may be used by Library patrons, the Board of Trustees adopts the following policy (the “Policy”).

POLICY

Use of the Library’s parking lot is intended for the benefit of Library patrons. When the Library is closed, use of the parking lot is restricted to library related business only, or other community event as approved by library director or representative. Additionally, overnight and long-term parking are prohibited uses of the parking lot.

Unauthorized use of the Library’s parking lot may result in the offending vehicle being towed from the parking lot at the owner’s expense.

The Library’s delay or failure in exercising its rights under this Policy shall not constitute a waiver of the Library’s rights under this Policy.

PROCEDURE

The Library shall authorize certain individuals or entities to tow vehicles in violation of this Policy from the Library’s parking lot.

The Library shall provide notice of this Policy by displaying signs in the Library’s parking lot containing the Library’s name, address, and telephone number and the name, address, and telephone number of any individual or entity authorized to tow vehicles from the Library’s parking lot. Such notice shall also state that unauthorized vehicles will be towed at the vehicle owner’s expense.

This Policy was approved by the Board of Trustees on Jan 23, 2020