



## **Policy on the Use of Golf Carts or Utility Vehicles at Carthage**

Golf carts and utility vehicles are a self-propelled vehicle designed to transport people and equipment. They may be gasoline, diesel, or electrically fueled, open to the environment or fitted with a cab. Generally, these vehicles operate at less than 25 horsepower. These policies cover both Carthage owned or leased vehicles and carts used by guests while on the Carthage campus. This is inclusive of property under the care and control of the College.

1. All department heads/managers that operate, lease, or grant permission to vendors or guests to operate a cart or utility vehicle on Carthage property are responsible to distribute this policy to all cart owners and drivers. The department manager must keep a log noting distributions with dates. A Carthage Business Officer or other authorized risk management employees may ask to see this log without notice.
2. All carts driven between sunset and sunrise must be equipped with headlights and tail lamps in good working order.
3. Carts and utility vehicles must not leave the campus property unless permission has been obtained from the Town of Somers or City of Kenosha as appropriate.
4. Passengers are limited to those that fit within the manufacturer's installed seating area. The exception being modified vehicles intended to carry injured athletes to treatment areas. Passengers are not allowed to ride in tilt beds or flatbeds designed to haul equipment and materials.
5. All occupants must keep their hands, feet, arms and legs within the confines of the cart at all times when in motion. Standing in a cart while in motion is prohibited.
6. Carts and utility vehicles must obey all traffic control signs and speed limits on campus.
7. Whenever possible, carts and utility vehicles should be driven on streets. Sidewalks and other pedestrian walkways should be used only when no other

means of access are available. If driving on a sidewalk, speed should be limited to that of a walking pace.

8. Carts and utility vehicles must yield the right of way to pedestrians at all times. Carts must be driven in such a manner as to not impede the flow of normal pedestrian traffic flow.
9. Carts and utility vehicles may not block the entrances to buildings, stairwells, ramps, sidewalks or main thoroughfares. Do not park within 10 feet of a building entrance.
10. Operators are responsible for the safe operation of the vehicle. Governors may not be altered or removed, or the cart operated in an unsafe condition. When parked the key must be removed. At no time should a gas or diesel powered cart or vehicle be used or stored inside a building.
11. Violators may be cited by the Security Department and vehicles may be impounded. Depending on the severity of the violation, operators may lose their "approved driver" status. Violating guest vehicles may be removed from campus.