I. AUTHORITY

a. Pursuant to the authority granted by the Texas Higher Education Code, Subchapter “E,” paragraph 51.201-51.211, Texas A&M University-Kingsville, a part of the Texas A&M University System, is promulgating these regulations pertaining to the operation and parking of vehicles on property of Texas A&M University-Kingsville at Kingsville, Texas.

b. All laws of the State of Texas, ordinances regarding traffic in the City of Kingsville and rules and regulations of the University are in effect on the campus 24 hours a day. The fact that a violation notice is not issued when a violation occurs does not imply that the regulation or law is not in effect.

c. Each vehicle operator is responsible for knowing and following the laws and regulations in force.

d. The legal speed limit on the Texas A&M University-Kingsville campus is 20 miles per hour, unless otherwise posted. Speed limit in the university parking lots is 10 miles per hour.

e. The University Police Department has the authority to enforce these regulations, including the right to impound vehicles for specific violations. The owner or operator of an impounded vehicle must pay the cost of impounding and storing the vehicle, in addition to any outstanding violation charges and permit.

II. GENERAL PROVISIONS

a. The control of motor vehicle traffic on campus is a necessary part of the efficient operation of the university.

b. Parking and Traffic regulations are enforced 24 hours a day, seven days a week.

c. Parking spaces for the physically handicapped are reserved 24 hours a day, seven days a week.

d. Faculty/Staff parking lots and spaces are reserved from 6:00 a.m. to 6:00 p.m. on business days. Unauthorized vehicles shall be subject to the impoundment procedures at the owner’s expense.

e. Individual reserved spaces are reserved 24 hours a day, seven days a week. Only the individuals (his/her permit) assigned to that space may utilize that parking space.

f. The operation of a motor vehicle on the Texas A&M University-Kingsville campus is a privilege granted by the university, rather than a right.

b. A current parking permit is not a guarantee of a parking space, the responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is not a valid excuse for violating any parking regulations.

d. Proof that any parking or traffic control device, sign, signal, or marking was in place at any location on the campus shall constitute prima facie evidence that it was official and installed under proper authority.

e. On special occasions and in emergencies, the University Police Department may temporarily close any campus parking area or facility or limit parking and traffic as required by circumstances.

f. The university assumes no responsibility for the care and/or protection of any vehicle or its contents while the vehicle is operated or parked on campus. Every effort will be made by the University Police Department to protect all vehicles and property. All vehicle operators should lock or otherwise secure their personal belongings and vehicles when unattended.

g. All faculty, staff, and students operating a vehicle on university property shall have a valid driver’s license. The vehicle is required to have proper license plates, and all motorists must have vehicle
registration documentation, and proof of financial responsibility for their vehicle as required by State law.

h. All thefts, accidents, and offenses that occur on campus should be reported immediately to the University Police Department, Seale Hall, 361-593-2611, for investigative and police reporting purposes.

i. The university reserves the right to immobilize (boot-lock), impound, or remove any motor vehicle on the premises of the Texas A&M University-Kingsville campus at the owner’s expense for any of the following offenses:

1. Three or more outstanding traffic or parking citations.
2. Displaying an unauthorized, altered, lost or stolen parking permit.
3. Failure to display a current valid vehicle license plate.
4. Parked in a manner that impedes or is dangerous to vehicular or pedestrian traffic.
5. Parking a motor vehicle on campus without a current parking permit.
6. Parking or stopping in any driving lane, fire lane or loading zone.
7. Parked with disregard to official signage, barricades, or traffic cones.
8. Parking on any lawn, sidewalk, or in any area that restricts vehicle or pedestrian traffic.
9. Vehicle is endangering any life or property (e.g., vehicle on fire, leaking fuel). Parked non-operating vehicles and vehicles which are not displaying current motor vehicle registration and motor vehicle inspection certificate, after 24 hours.
10. Vehicle is an obstruction to building access for emergency, maintenance, delivery, loading vehicles/equipment.
11. Failure to obey lawful university rules and regulations, and verbal orders of a University Police Officer.

III. DEFINITIONS

a. Student includes anyone taking courses at or from the university, full-time and part-time and between terms.

b. Students employed under graduate study status, teaching assistants, graduate assistants, lab instructors, or graders, work-study, and part-time students will only be eligible for Student parking privileges.

c. Campus includes all property owned or controlled by Texas A&M University-Kingsville and the streets adjacent to the campus property.

d. Motor vehicle includes automobiles, buses, trucks, tractors, motorcycles, motorbikes, and mopeds.

e. Parking permits refers to a hanging card permit, self-adhering decal, or temporary/visitor permits issued by Texas A&M University-Kingsville authorizing the motor vehicle displaying the permit to be parked within designated zones.

f. Impound includes immobilization, towing, removal, and/or storage of a vehicle.

g. Visitor is defined as an individual with no affiliation, association, or relationship with Texas A&M University-Kingsville as a current student, faculty or staff member, lessees, or university contracted services employees, or as determined by the University.

h. Faculty and Staff are any persons hired by the university to conduct classroom or teaching activities, or the administration of university business and operations, or who are otherwise considered by the university to be members of its faculty or staff. They include full and part-time employees of the university hired for the purposes of Education, Administrative, and Support operations.

i. Only active and retired university faculty and staff shall be eligible for Faculty/Staff parking privileges.
j. Individual reserved and identified parking is allowed for the University and College Administrations. This category consists of the Texas A&M University–Kingsville President, Vice Presidents, Associate & Assistance Vice Presidents, Deans, Associate & Assistant Deans, and University level Executive Directors. Reserved Parking can be delegated in the absence of the space holder. Notify University Police Department of delegation.

k. Recognized faculty and staff “Employees of the Year,” will be allowed Individual reserved identified parking spaces for the year in which selected, at the normal faculty and staff parking rate.

l. Contract consultants, vendors, and contractors who are conducting university business are required to apply for and display parking permits. Determination of status will be made by the Administrators, University Facilities, or Risk Management.

m. Disabled or physically handicapped parking authorization:

n. Defined as available parking for an individual having an official medical certificate (temporary or permanent) of disability.

o. Vehicles with a handicapped authorized permit, handicapped license plate or disabled veteran license plates, may park in handicapped spaces, only if operated or occupied by an individual meeting the definition for disabled or handicapped, and displaying a valid university parking permit. University police officers or parking enforcement personnel may request verification or identification of persons utilizing handicapped parking spaces.

p. Legal parking space is a designated vehicular parking area marked by signage, tire stops, and/or striping.

IV. TRAFFIC AND PARKING REGULATIONS

Parking Permit Registration of Vehicles

a. Parking Permit Registration may be performed online through Parking Spot on the Blue and Gold Connection, http://www.tamuk.edu/bluegold, or through the University Business Office. Banner identification (K-number) will be required for online registration. For more information, call 361-593-2237.

b. Permits that are purchased online will be issued at the University Business Office in College Hall. Permits are not mailed out at this time.

c. Students, faculty, or staff will be allowed only one hanging parking permit per fiscal year. Only three vehicles may be registered per permit and can be registered online.

d. It is the driver’s responsibility to register vehicles which will be parked on campus.

e. All faculty, staff, and students who operate or expect to park a vehicle on university property are required to register those vehicles with the university and obtain a parking permit assigning designated areas. Vehicles MUST be registered to park on campus.

f. It is the registrant’s responsibility to update any change of address or registration information online or report the information to the University Business Office.

g. The registrant of a vehicle is ultimately responsible for its safe operation, proper parking, and payment of violations regardless of who may be the driver or operator.

h. When an individual is charged with violating any provisions of these regulations, proof that the vehicle was, on the date of the offense, bearing a valid university parking permit is prima facie evidence that the holder of the permit committed the violation. However, if the vehicle does not bear a valid parking permit, proof that the vehicle, on the date of the alleged offense, was owned by the individual or connected/linked to an individual that is affiliated with the university through registration address is prima facie proof that the owner committed the violation.

i. If an individual has the same family name or home address as the registered owner of a vehicle for which a violation notice has been issued, the violation notice and accompanying violation charges
will be recorded in the individual's name, if more than one family member is registered the charges will be applied alphabetically.

j. Individuals with unpaid violation charges recorded in their names are ineligible to receive a parking permit until those charges have been paid. If the individual does not have a valid parking permit, they will be required to purchase one, in addition to making payment for any owed parking penalties.

k. A parking permit may not be purchased for an individual who is ineligible to receive a permit. The university will suspend the parking privileges, for one year, of anyone who violates this regulation. Individuals who are suspended from parking privileges will be required to return their parking permit immediately.

MOTOR VEHICLE REGISTRATION FEES

l. Students (Campus Residence) Blue Zone Permit
   1. One Year (12 Months)...........................................................................................................$70.00
   2. Spring/Summer (9-3 Months)..................................................................................................$55.00

m. Students (Commuter) Yellow Zone Permit
   1. One Year (12 Months)...........................................................................................................$70.00
   2. Spring/Summer (9-3 Months)..................................................................................................$55.00

n. Faculty/Staff – Red Zone Permit
   1. One Year (12 Months)...........................................................................................................$70.00
   2. Spring/Summer (9-3 Months)..................................................................................................$55.00

o. Motorcycle – Self Adhesive Permit
   1. One Year (12 Months)...........................................................................................................$70.00
   2. Spring/Summer (9-3 Months)..................................................................................................$55.00

p. Reserved (University & College Administrators) White
   1. One Year..................................................................................................................................$200.00

q. Perimeter Parking (Open to Anyone) (Lots may be day/time limited) Green Zone Permit
   1. One Year..................................................................................................................................$30.00
   2. Spring/Summer (9-3 Months)..................................................................................................$20.00

Replacement of lost or stolen permits

r. Theft or loss of a parking permit must be reported to the University Police Department as soon as possible.

s. Permit holders must pay one-half price to replace a lost or stolen permit.

t. The university will suspend the parking privileges of anyone who files a false lost permit report, for a period of one calendar year. The parking permit will be confiscated by the University Police Department immediately.

u. Parking privileges will be suspended for one calendar year for any individual who displays a lost or stolen parking permit. In the case of a stolen parking permit, criminal charges may be filed, and the permit will be confiscated immediately.

v. The University Police Department will impound or immobilize any vehicle that displays a lost or stolen permit. The possessor of the lost or stolen permit will be required to reimburse the permit owner for replacement and/or any tickets received prior to permit recovery. Criminal charges may be filed against the vehicle owner or the person possessing the lost or stolen permit.

Refund of Vehicle Registration Fees
Refunds may apply to unused permits, which are not mutilated. Persons should request refunds at the University Business Office. The Business Office will process payment for the refunded amount applicable to the period in which the permit was purchased. The refund schedule is as follows:
w. Withdrawal prior to the first regularly scheduled class day – 100%
x. Withdrawal before the official 12th class day (One Year & Spring/Summer)- 80%

Types of Parking Permits
The online university map is periodically updated showing the locations of various parking zones. Students, faculty, staff and others will be issued a designated colored permit for parking in the zones as indicated below. The purchase or issuance of a motor vehicle parking permit does not guarantee a parking space, nor does the absence of a parking space constitute a valid justification for any violation of these regulations. If so desired, authorized permit holders may park, for the additional charge of $1.00/hour or $5.00/day, within the JAVELINA VISITOR’S PARKING LOT located between Cousins and Poteet Halls.

a. Red Zone Permits
   1. Restricted Parking - Vehicles registered with this permit may park in any legal Red Zone Faculty/Staff parking space, including diagonal street spaces, except in a designated handicapped, identified individual reserved, or visitor spaces.
   2. Space permitting, Red Zone Permits may park in Green Zones (Overflow Parking).
   3. Contract Consultants, Vendors, and Contractors that conduct university business throughout the academic year are restricted to identified areas within the required zones, as determined by the Administration, University Facilities, and/or Risk Management.

b. Blue Zone Permits
   1. Restricted Parking – Vehicles registered with this permit may park in any legal Blue Zone Campus Residential Student parking space, except in unauthorized designated handicapped or visitor spaces.
   2. Space permitting, Blue Zone Permits may park in Green Zones (Overflow Parking).

c. Yellow Zone Permits
   1. Restricted Parking – Vehicles registered with this permit may park in any legal Yellow Zone Commuter Student Parking Lot and all street-side parallel parking spaces, except as otherwise designated or in unauthorized designated handicapped spaces.
   2. Space permitting, Yellow Zone Permits may park in Green Zones (Overflow Parking).

d. Reserved Permits
   1. Reserved Parking – Vehicles registered with this permit may park in their designated Reserved and Identified parking space or in any legal Red or Green Parking Zone, except in unauthorized designated handicapped spaces.

e. Green Zone Permits
   1. Restricted Parking – Vehicles registered with this permit may only park in Green Zone Parking spaces, within any posted day/time limitations.
f. Gray Zone Permits
   The university will sell gray permits to those individuals who register a motorcycle, motorbike, or moped. There are designated motorcycle parking spaces on campus that are marked with black curbs. (If this is a secondary vehicle, the permit will be provided at no additional charge.)
   1. Students with motorcycles may park in designated student parking areas (Blue, Yellow, Green,) and any legal campus motorcycle parking space.
   2. Faculty and staff with motorcycles may park in designated faculty/staff parking areas (Red, Green,) and any legal campus motorcycle parking space.

Special Permits
   1. Personnel working and operating a vehicle on campus that are employees receiving salary from sources from other than Texas A&M University-Kingsville are required to purchase a parking permit. An appropriately colored and numbered permit will be issued in accordance to hours worked on campus at the discretion of the Administration.
   2. Handicapped (ADA) Permits
   Faculty, staff, and students are eligible to receive handicapped permits subject to the following requirements or restrictions:
   a. Permanent handicapped and temporary handicapped limitations not exceeding six (6) months must obtain a State of Texas handicapped permit from any County Tax Assessor.
   b. The applicant must have properly registered their vehicle with the university and the vehicle must display a valid parking permit in addition to the State of Texas handicapped permit.
   c. Temporary Handicapped permits are only valid for a limited time as defined at the time of issuance.
   d. Vehicles displaying a handicapped permit may park in any legal parking space, provided no handicapped parking spaces are available, except in an individual reserved parking space.
   3. Temporary Permits
   a. The university will not issue temporary permits to individuals with unpaid parking violation charges recorded in their names.
   b. Seminars, conferences, and meetings: Department heads must request temporary parking permits from Event Planning, based on the number of anticipated vehicles, and distribute them to participants involved in seminars, meetings, or special events as part of the registration packet for events occurring Monday through Friday during normal business hours. There will be a $5.00 charge for each temporary permit requested. This fee will be incorporated in the total event fee. An anticipated number of vehicles should be forwarded to Event Planning along with authorization for an interdepartmental transfer (IDT) providing the course and agenda, estimated attendance, and inclusive dates at least one week prior to the beginning of the event. The Event Planning will issue the temporary parking permits directly to the requesting Department or Organization.
   4. Display of Permits
   a. Hang Tag Permits; Permanent and Temporary
   This type of permit will be issued to Students, Faculty, Staff, and Administrators or conference attendees. Upon registration and issuance, the permit will be properly displayed hanging from the inside rear view mirror. The wording and numbers must be facing forward and in an upright position, permitting visible reading of the registration number.
   b. Self Adhesive Permits – Motorcycles
This type of permit will be properly displayed on the front windshield or fork assembly without obstructing driver vision, with the numbers facing forward and in an upright position.

5. Schedule of Penalties
   a. Parking Penalties will be assessed for parking in unauthorized zones, in areas where the curb is painted red or yellow, parking over lines in designated parking places, and other parking infractions. Some red and yellow curbs will have indicated users authorized to utilize those spaces.
   b. Yellow curbs are designated for loading and unloading 24 hours a day, seven days a week. Loading and unloading is limited to 20 minutes unless otherwise posted.
   c. Where parallel parking is indicated the vehicle must be parked with its wheels parallel to and not more than 18 inches from the curb on two-way streets where parking is permitted on both sides. The vehicle must be parked with the passenger side toward the curb, and heading in the direction of traffic.
   d. Where diagonal parking is required, every vehicle must be within the boundaries of its space, heading into the curb or space, and not backed in.
   e. The charges for parking penalties are determined from September 1st of the academic year through the following August 31st.
   f. Parking Violation Penalties:
      1. Parked in “No Parking” Zone.................................................................$75.00
      2. Parked in “No Parking – Fire Lane” Zone..............................................$125.00
      3. Parked in Wrong/Unauthorized Zone......................................................$50.00
      4. Parked incorrectly in Marked Area, On/over Line......................................$25.00
      5. Parked in Backed-In Position, in diagonal parking spaces........................$25.00
      6. Parked on Wrong Side of Street, Parallel Parking spaces facing traffic.......$25.00
      7. Parked in Reserved Space......(includes immobilization device)...............$125.00
      8. Illegally Parked in Handicapped Space, blocking zone or ramp..............$300.00
      9. Failure to Properly display Current Permit ............................................$50.00
     10. Improper Display or Mutilated Permit....................................................$50.00
     11. Display of Expired Permit..................................................................$50.00
     12. Parked in Visitor Space........................................................................$50.00
     13. Display of Multiple Permits.................................................................$25.00
     14. Vehicle Immobilizer Fee......................................................................$75.00
     15. Illegal transfer of Parking Permit.........................................................$50.00
     16. Moving barricade, traffic cone or parking control device....................$75.00
     17. Disregarding police officer directions....................................................$100.00
     18. Block a crosswalk or sidewalk...............................................................$50.00
     19. Parked in Loading Zone.......................................................................$50.00
     20. Visitor Lot Violation or Overtime Parking in Loading Zone Parking.......$25.00
     21. Citation Dismissal Fee.........................................................................$10.00

J. Late Fee Charge: A late fee of $20.00 will be assessed if fines are not paid within fourteen (14) calendar days from the date of issuance. If a citation is appealed timely (14 calendar days) and that appeal is denied, the fine must be paid within fourteen (14) calendar days of email notification.

k. Parking is prohibited in all campus driveways. Vehicles found parking in driveways are subject to impoundment.
V. VISITOR PARKING

a. Visitors operating and parking motor vehicles on Texas A&M University – Kingsville are required to have a valid driver’s license, vehicle license plates, registration, and proof of financial responsibility as required by State law.

b. University visitors are required to park in the JAVELINA VISITOR’S PARKING LOT, located at 1000 W. Santa Gertrudis Avenue, This is a metered parking lot. The rate is $1.00 min/hour or $5.00/day.

VI. APPEALS PROCEDURES: only applies to Texas A&M University-Kingsville tickets.

a. Appeals must be made online at the Parking Spot on the Blue and Gold Connection, http://www.tamuk.edu/bluegold, within fourteen (14) calendar days from date of issuance. Notification of a hearing date will be issued to an individual via email. It is the individual’s responsibility to ensure that a hearing date has been assigned, by contacting the Appeals Committee or the Director, Risk Management.

   a. Appear before the Traffic Appeals Board at the date/time/location the case is scheduled for hearing. Failure to appear may result in the appeal being denied.

   b. The appeals decision will be posted at the Parking Spot on the Blue and Gold Connection, http://www.tamuk.edu/bluegold, in the individual’s record. An email will be sent to the email address provided informing the appellant of the disposition of their case.

   c. If the appeal is denied, the fees must be paid within fourteen (14) calendar days from the date of the ruling. A late fee of $20.00 will be assessed if not paid within the timeline given.

VII. ENFORCEMENT

All University Police Officers are duly Commissioned Peace Officers of the State of Texas. The University Police Department is authorized to issue two (2) types of citations for violations of university parking and traffic laws:

a. University Violation notices – Those handled by the university, subject to University Administrative Violation Charges and a right to appeal within the University.

b. Court Appearance Citations – Those issued by the University Police constituting a summons to appear in either the Kingsville Municipal Court or a Justice of the Peace Court.

Parking enforcement officers are members of the University Police Department who issues citations for parking violations.

VIII. SUBJECT TO CHANGE

a. The university reserves the right to change any or all parts of these regulations as necessary. All changes may be published on the university website and “The South Texan,” newspaper.

b. All students, faculty, staff and their visitors are responsible for complying with regulations.

IX. IDENTIFICATION

a. Upon request of a University Police Officer, any individual is required to furnish proper identification.

X. UNIVERSITY POLICE DEPARTMENT

a. The University Police Department is housed at Edward W. Seale Hall located on the corner of Armstrong Street and West Santa Gertrudis Ave.

b. The Non-Emergency Telephone number is 361-593-2611.
Taking care of your parking needs is easy! You can pay online through Parking Spot on the Blue & Gold Connection. Go online to:

- Register for online parking permit
- Pay for your permit online
- Pay citations online
- Make payments using credit/debit cards
- View your citation and registration history
- Update addresses
- Update vehicle information
- Submit appeals online and check status

Parking Spot will simplify all your parking needs and eliminate paper billing. For more information online: www.tamuk.edu/bluegold

Department of Risk Management
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