

**TEXAS A&M UNIVERSITY – KINGSVILLE  
PARKING & TRAFFIC REGULATIONS  
AY2015-2016**

**Print a Current Parking Map:**

[http://www.tamuk.edu/finance/upd/upd\\_files/CAMPUS%20PARKING%20MAP.pdf](http://www.tamuk.edu/finance/upd/upd_files/CAMPUS%20PARKING%20MAP.pdf)

**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 member 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. **PARKING; BLOCKING OR IMPEDING TRAFFIC.** It is unlawful for any person to park a vehicle on any property under the control and jurisdiction of a state institution of higher education of this state except in the manner designated by the institution and in the spaces marked and designated by the governing board, or to block or impede traffic through any driveway of that property. All laws regulating traffic on highways and streets apply to the operation of vehicles within the property of the institution. (Texas Higher Education Code, Section 51.205)
- d. Each vehicle operator is responsible for knowing and following the laws and regulations in force.
- e. 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.
- f. 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**

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

- a. Parking and Traffic regulations are enforced 24 hours a day, seven days a week.
- b. Parking spaces for the physically handicapped are reserved 24 hours a day, seven days a week.
- c. 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.
- d. Individual reserved named 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.
- b. 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.
- c. 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, marking, or traffic cone 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 current license plates, current motor vehicle inspection certificate 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, no parking zone or loading zone.
  - 7. Parked with disregard to official signage, barricades, or traffic cones.
  - 8. Parking on any lawn, sidewalk, crosswalk 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. Parked in reserved spaces which are reserved 24 hours a day.
  - 12. Failure to obey lawful university rules and regulations, and verbal orders of a University Police Officer or parking enforcement officer.

### **III. DEFINITIONS**

- a. Student includes anyone taking courses at or from the university, full-time and part-time, on-line 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, unless otherwise authorized.
- 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, unless otherwise authorized.
- j. Individual reserved and identified parking is allowed for the University and College Administrators. This category consists of the Texas A&M University–Kingsville President, Vice Presidents, Associate & Assistant Vice Presidents, Deans, Associate & Assistant Deans, and University level Executive Directors, unless otherwise authorized. 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, Service Solutions Company (SSC), or University Police.
- m. Disabled or physically handicapped parking authorization:
  - a. 1. Defined as available parking for an individual having an official medical certificate (temporary or permanent) of disability.
  - b. 2. 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.
  - n. 3. 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 Texas A&M University website, JNET (<https://jnet.tamuk.edu/cp/home/displaylogin>), Campus Resources or through the University Business Office. Banner identification (K- number) will be required for online registration. For more information, call 361-593-2616 or 361-593-3818.
- b. Permits that are purchased online will be issued at the University Business Office in College Hall or can be mailed.
- c. Permits may be purchased online and mailed out to the purchaser upon request. Permits will be mailed to the address requested by the purchaser and it may take between 7 to 10 days for the permit to reach that address, please plan accordingly.
- d. Students, faculty, or staff will normally be allowed only one hanging parking permit per fiscal year. An additional permit may be purchased depending on extenuating circumstances, on a case by case basis. Only three vehicles may be registered per permit, but does not include motorcycles and can

be registered online. Motorcycles, motorbikes and moped operators are required to purchase a motorcycle permit for each motorcycle registered to be driven and parked on campus.

- e. It is the driver's responsibility to register vehicles which will be parked on campus.
- f. 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.
- g. It is the registrant's responsibility to update any change of address or registration information online or provide the information to the University Business Office as soon as changes occur.
- h. 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.
- i. 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.
- j. 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.
- k. Individuals with unpaid violation charges recorded in their names are ineligible to receive a parking permit until those fines have been paid or payment agreement has been signed at the Business Office. If the individual does not have a valid parking permit, they will be required to purchase one; additionally, the individual shall comply with any outstanding payment agreement parking penalties. Any past due payment agreements that are not paid will be sent to a collection agency.
- l. 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**

**m. Students (Campus Residence) Blue Zone Permit**

- 1. One Year (12 Months).....\$100.00
- 2. Spring .....\$75.00
- 3. Summer.....\$30.00

**n. Students (Commuter) Yellow Zone Permit**

- 1. One Year (12 Months).....\$100.00
- 2. Spring .....\$75.00
- 3. Summer.....\$30.00

**o. Faculty/Staff – Red Zone Permit**

- 1. One Year (12 Months).....\$100.00
- 2. Spring .....\$75.00
- 3. Summer.....\$30.00

- 4. Retiree.....\$ 0

**p. Motorcycle – Self Adhesive Permit**

- 1. One Year (12 Months)..... \$100.00
- 2. Spring .....\$75.00
- 3. Summer.....\$30.00
- q. Reserved (University & College Administrators) White
  - 1. One Year.....\$230.00
- r. Perimeter Parking (Open to Anyone displaying a current permit) (Lots may be day/time limited)
- s. Academy High School Students – Purple Zone Permit
  - 1. One Year (Any portion of school year) .....\$100.00

**Replacement of lost or stolen permits**

- a. Theft or loss of a parking permit shall be reported to the University Police Department as soon as possible.
- b. Permit holders must pay one-half price to replace a lost or stolen permit.
- c. 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.
- d. Parking privileges may 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.
- e. 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:

- a. Withdrawal prior to the first regularly scheduled class day – 100%
- b. Withdrawal before the official 12<sup>th</sup> 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, 1000 W. Santa Gertrudis (Lot M.) **Please contact the Office of the Associate Director of the Memorial Student Union Building (MSUB) 361-593-4036 for assistance with the meter.**

- 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 All 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, SSC, and/or University Police.**
- 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 All 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 All 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 All Zone, except in unauthorized designated handicapped spaces.**
  - e. **All Zone (Overflow Parking)**
    1. **Restricted Parking – Vehicles registered with any permit may park in All 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. Students with motorcycles may park in designated student parking areas (Blue, Yellow, Green,) and any legal campus motorcycle parking space.

    1. **Faculty and staff with motorcycles may park in designated faculty/staff parking areas (Red, Green,) and any legal campus motorcycle parking space.**
  - g. **Purple Zone Permits**
    2. **Restricted Parking – Vehicles registered with this permit may park in any legal Purple Zone designated for Academy High School Students parking spaces, except in unauthorized designated handicapped or visitor spaces. Purple Zones are located directly behind the Academy High School, intersection of West Richard Avenue and University Boulevard; south side of Lot 17 (behind Cousins Hall); and, on the north side diagonal parking spaces of the 900 and 1000 blocks of West Richard Avenue.**
    3. **Space permitting, Purple Zone Permits may park in Green Zones (Overflow Parking).**

### **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 with university parking regulations.**
2. **Handicapped (ADA) Permits and Disabled Veteran License Plates**

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) persons 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 by your medical provider and County Tax Assessor.
- d. Vehicles displaying a handicapped permit may park in any legal parking space, provided no handicapped parking spaces are available, except in an individual 24 hour reserved parking space.
- e. Vehicles displaying Disabled Veteran license plates must have a valid parking permit issued by the university, but there is no charge for the permit (Texas Education Code 61.003.)

### **3. Temporary Permits**

- a. Seminars, conferences, and meetings: Department heads must request special event 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; Vehicles

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, or the curb is not painted at all; 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 1<sup>st</sup> 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” or Blocking Fire Hydrant .....\$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 .....\$25.00
- 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 (within 14 calendar days) and that appeal is denied, the fine must be paid within fourteen (14) calendar days regardless 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 obtain a paid parking receipt from the metered JAVELINA VISITOR’S PARKING LOT, located at 1000 W. Santa Gertrudis Avenue, (formerly Lot M) and visibly displayed, printed side up, on the left hand side of the dashboard. The rate is \$1.00 /hour or \$5.00/day. Visitors may then park in the metered lot (Lot M) or park in any legal parking space adjacent to or in the proximity of the building or place where business is being conducted.

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

- a. Appeals must be made online at the Parking Spot on the Texas A&M University website, JNET (<https://jnet.tamuk.edu/cp/home/displaylogin>), Campus Resources, within fourteen (14) calendar days from date of issuance. Banner identification (K- number) will be required for the appeal process. For more information, call 361-593-2616 or 361-593-3818. 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.

- I. Appear before the Citation Appeals Committee at the date/time/location the case is scheduled for hearing. Failure to appear may result in the appeal being denied.
- m. Students may appeal citations after the fourteen (14) calendar days have elapsed with the consent of the Dean of Students office, additional fees are imposed for late appeals.
- b. The appeals decision will be posted at the Parking Spot on the Texas A&M University website, JNET (<https://jnet.tamuk.edu/cp/home/displaylogin>), Campus Resources or through the University Business Office. For more information, call 361-593-2616 or 361-593-3818.
  - I. An email will be sent to the email address provided informing the appellant of the disposition of their case.
  - II. If the appeal is denied, the fees must be paid within fourteen (14) calendar days from the date of the email notification informing the appellant 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 issue 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 police department website.
- b. All students, faculty, staff and their visitors are responsible for complying with regulations.

## IX. IDENTIFICATION

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

## X. UNIVERSITY POLICE DEPARTMENT

Physical Location:

The University Police Department is housed at Edward W. Seale Hall, 825 W. Santa Gertrudis Avenue, located on the corner of Armstrong Street and West Santa Gertrudis Ave.

Mailing Address:

700 University Boulevard, MSC 126  
Kingsville, Texas 78363

The Non-Emergency Telephone number is 361-593-2611

Fax: 361-593-2583

Taking care of your parking needs is easy! You can pay online through JNET, click Campus Resources tab, then Parking Spot (on left menu bar.) Go online to:

- **Request a Permit**
- **Register Additional Vehicles**
- **View or Pay Outstanding Citations**
- **Make payments using credit/debit cards or electronic checks**
- **View your citation and registration history**

Log in to JNET now: <https://jnet.tamuk.edu/cp/home/displaylogin>