

**TEXAS A&M UNIVERSITY – KINGSVILLE
PARKING & TRAFFIC REGULATIONS
AY2009-2010**

I. AUTHORITY

- a. Pursuant to the authority granted by S.B. 162 of the 60th Legislature, now incorporated in 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 on 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.
 - 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 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, 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 Officers 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 liability insurance 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:
 - a. Five or more outstanding traffic or parking citations.
 - b. Displaying an unauthorized, altered, lost or stolen parking permit.
 - c. Failure to display a current valid vehicle license plate.
 - d. Parked in a manner that is dangerous to vehicular or pedestrian traffic.
 - e. Parking a motor vehicle on campus without a current parking permit.
 - f. Parking or stopping in any driving lane, fire lane or loading zone.
 - g. Parked with disregard to official signage, barricades, or traffic cones.
 - h. Parking on any lawn, sidewalk, or in any area that restricts vehicle or pedestrian traffic.
 - i. Vehicle is endangering any life or property (e.g., vehicle on fire, leaking fuel).
 - j. Parked non-operating vehicles, and stored vehicles after 24 hours.
 - k. Vehicle is an obstruction to building access for emergency, maintenance, loading vehicles/equipment.
 - l. Failure to obey lawful university rules and regulations, and verbal orders of a University Police Officer.
- j. These regulations inform motorists where they may park, rather than list every space where it is improper to park.

III. DEFINITIONS

- a. Student includes anyone taking courses at or from the university, both full-time and part-time and between terms.
 - a. 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.
- b. Campus includes all property owned or controlled by Texas A&M University-Kingsville and the streets adjacent to the campus proper.
- c. Motor Vehicle includes automobiles, buses, trucks, tractors, motorcycles, motorbikes, and mopeds.
- d. Parking Permits refers to a hanging card permit, self-adhering decal, or temporary/visitor Dashboard permit issued by Texas A&M University-Kingsville authorizing the motor vehicle displaying the permit to be parked within designated zones. The purchase and display of a parking permit serves as proper vehicle registration.
- e. Impound includes immobilization, towing, removal, and/or storage of a vehicle.
- f. 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 Police Department.
- g. 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 and Administrative operations.

- h. Only active and retired university faculty and staff shall be eligible for Faculty/Staff parking privileges. Faculty and Staff employees who are also part-time students will only be eligible for Faculty/Staff parking privileges.
- i. 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, Assistant Deans, and Executive Directors.
- j. 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.
- k. Contract Consultants, Vendors, and Contractors who are conducting university business are required to apply for parking permits. Determination of status will be made by the Administrators, University Facilities, or University Police Department.
- l. Disabled or physically handicapped parking authorization:
 - a. Defined as available parking for an individual having demonstrated, bone, joint, muscle, or nerve deficiencies involving the lower spine, pelvis, or lower extremities, or other conditions warranting an official medical certificate of disability. Official assessments may be determined by the Americans with Disabilities Act with assistance by the Department of Life Services and Wellness Center.
 - b. Vehicles with a handicapped authorized permit, may park in handicapped spaces only if operated or occupied by an individual meeting the definition for disabled or handicapped.
- m. Legal Parking Space is a designated vehicular parking area appropriately marked by signage, curbstones, and/or white paint borders.

IV. TRAFFIC AND PARKING REGULATIONS

- a. 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 at the University Police Department Offices in Seale Hall. Banner Identification will be required for online Registration. For more information, call 361-593-2611.
 - b. Permits that are purchased online will be issued at the University Police Department in Seale Hall. Permits are not mailed out at this time. Computers at the University Police Department will be provided for online registration and payment purposes.
 - c. Students, faculty, staff, or administrator/dean will be allowed only one hanging parking permit per fiscal year. This hang tag permit may be utilized on no more than three vehicles, which are required to be registered on their online parking permit application.
 - d. It is the driver’s responsibility to register a non-registered vehicle online within the total limit of three vehicles, to park on campus or notify the University Police Department when an emergency makes it necessary to operate a non-registered vehicle on campus. The driver may obtain a Temporary Parking Permit from the University Police Department prior to parking the vehicle on campus.
 - e. All persons registering, operating, and parking a vehicle on campus are required to have valid vehicle license plates, registration, and liability insurance.
 - 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. All vehicles must be registered on or before classes begin each semester.

- g. It is the registrant's responsibility to update any change of address or registration information online or report the information to the University Police Department.
- 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 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.
- k. 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.
- 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 of anyone who violates this regulation for one year. Individuals who are suspended from parking privileges will be required to return their parking permit immediately.

b. MOTOR VEHICLE REGISTRATION FEES

- a. Students (Campus Residence) Blue Zone Permit
 - 1. One Year (12 Months).....\$60.00
 - 2. Spring/Summer (9-3 Months).....\$35.00
- b. Students (Living Off Campus) Yellow Zone Permit
 - 1. One Year (12 Months).....\$65.00
 - 2. Spring/Summer (9-3 Months).....\$40.00
- c. Faculty/Staff – Red Zone Permit
 - 1. One Year (12 Months).....\$70.00
 - 2. Spring/Summer (9-3 Months).....\$55.00
- d. Motorcycle – Self Adhesive Permit
 - 1. One Year (12 Months)..... \$50.00
 - 2. Spring/Summer (9-3 Months).....\$35.00
- e. Reserved (University & College Administrators) White
 - 1. One Year.....\$100.00
- f. 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

c. Replacement of lost or stolen permits

- a. Theft or loss of a parking permit must 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 surrendered to the University Police Department immediately.
 - d. 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 must be surrendered 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.
- d. **Refund of Vehicle Registration Fees**
- Refunds may apply to unused permits, which are not mutilated. Persons should request refunds at the University Police Department. 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 12th class day (One Year & Spring/Summer)- 80%
- e. **Types of Parking Permits**
- The university map in this brochure and online are 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.
- a. **Red Zone Permits**
 - 1. Restricted Parking - Vehicles registered with this permit may park in any legal Red Zone Faculty/Staff parking space, except in a designated ADA, individual reserved identified, or visitor spaces.
 - 2. Space permitting, Red Zone Permits may park in Green Zones.
 - 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 University Police Department.
 - b. **Blue Zone Permits**
 - 1. Restricted Parking – Vehicles registered with this permit may park in any legal Blue Zone Campus Resident Student parking space, except in unauthorized designated ADA or visitor spaces.
 - 2. Space permitting, Blue Zone Permits may park in Green Zones.
 - c. **Yellow Zone Permits**
 - 1. Restricted Parking – Vehicles registered with this permit may park in any legal Yellow Zone Non-Campus Resident Student parking space, except in unauthorized designated ADA or visitor spaces.
 - 2. Space permitting, Yellow Zone Permits may park in Green Zones.
 - d. **White Zone Permits**
 - 1. All Zone Parking – Vehicles registered with this permit may park in their designated Reserved and Identified parking space or in any legal Parking Zone, except in unauthorized designated ADA 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.

- 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.**

g. 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, University Facilities, and the University Police Department.**

2. Handicapped (ADA) Permits

Faculty, staff, and students are eligible to receive handicapped permits subject to the following requirements or restrictions:

- a. Temporary Permits: The applicant must obtain a written verification of handicapped status, which includes the expected period of disability from the Department of Life Services and Wellness Center.**
- b. Permanent handicapped and temporary handicapped limitations exceeding six (6) months must obtain a State of Texas handicapped permit from any County Tax Assessor.**
- c. The applicant must have properly registered their vehicle and the vehicle must display a valid parking permit in addition to the State of Texas ADA permit.**
- d. Handicapped permits are only valid for a limited time as defined at the time of issuance. The university may withdraw a temporary handicapped permit at any time for violating any campus parking restrictions.**
- e. Vehicles displaying a handicapped permit may park in any legal handicapped parking space, except in an unauthorized reserved individual parking space.**

3. Visitors Permits

A visitor is an individual with no affiliation, association, or relationship with Texas A&M University-Kingsville as a current student, faculty, staff, employee, long term consultant, vendor, or contractor conducting university business, or as determined by the Administration or University Police Department.

- a. The university requires all visitors and university guests to obtain temporary visitors permits for motor vehicles they will operate and park on campus.**
- b. Visitors must obtain visitors permits at the University Police Department located in Seale Hall.**
- c. Visitors will be directed to appropriate parking areas at the time of issuance.**
- d. Visitor's permits are valid until midnight on the expiration date stated on the permit.**

- e. 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 liability insurance as required by state law.

4. Temporary Permits

- a. An individual whose vehicle has been properly registered and who temporarily operates a vehicle different from the ones originally registered, must register the current vehicle (limit of 3) online or at the University Police Department, to be eligible to legally utilize their current permit. There would be no need to obtain a temporary permit in this case.
- b. If the legally registered permit is not available but is not lost, a temporary permit, valid for one week, may be issued by the University Police Department at a charge of \$2.00 per week, renewable each week.
- c. Students taking online internet classes or serving a Teaching Internship, may purchase a temporary permit for the day with departmental certified proof of enrollment or assignment in named class submitted to the University Police Department.
- d. The university will not issue temporary permits to individuals with unpaid violation charges recorded in their names.
- e. Seminars, conferences, and Meetings: Department heads may request temporary parking permits from the University Police Department and distribute them to participants involved in seminars, meetings, or special events. There will be a \$1.00 charge for each temporary permit requested. A list should be forwarded to the University Police Department with business office authorization for an interdepartmental transfer providing the course and agenda, estimated attendance, and inclusive dates at least one week prior to the beginning of the event. The University Police Department will issue the temporary parking permits and designated parking areas directly to the requesting Department.

f. Display of Permits.

- a. Hang Tag Permits; Permanent and Temporary

This type of permit will be issued to Students, Faculty, Staff, and Administrators. 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.

- c. Visitors Permits, Online or issued by UPD, Printed.

Displayed on the Driver’s (Left) side dashboard with the numbers facing forward, readable through the driver’s windshield from the front.

g. 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 30 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.....\$25.00
 - 2. Parked in "No Parking – Fire Lane" Zone.....\$50.00
 - 3. Parked in unauthorized "Loading".....\$25.00
 - 4. Parked in Unauthorized Zone.....\$25.00
 - 5. Parked incorrectly in Marked Area, On/over Line.....\$20.00
 - 6. Parked in Back-In Position, Straight-in and diagonal parking spaces.....\$20.00
 - 7. Parked on Wrong Side of Street, Parallel Parking spaces facing traffic.....\$20.00
 - 8. Parked in Reserved Space.....\$50.00
 - 9. Illegally Parked in Handicapped Space.....\$50.00
 - 10. Failure to Properly display Current Permit\$50.00
 - 11. Improper Display or Mutilated Permit.....\$20.00
 - 12. Display of Expired Permit.....\$50.00
 - 13. Parked in Visitor Space.....\$25.00
 - 14. Display of Multiple Permits.....\$20.00
 - 15. Vehicle Immobilizer Fee.....\$75.00
 - 16. Illegal transfer of Parking Permit.....\$20.00
- g. Should penalties not be paid by the due date of fourteen (14) calendar days from the date of issuance, a late fee of \$20.00 will be assessed, or fourteen (14) calendar days from the Traffic Safety Appeals Board finding if an appeal is denied.
- h. Parking is prohibited in all campus driveways. Vehicles found parking in driveways are subject to impoundment.

V. **APPEALS PROCEDURES; only applies to Texas A&M University-Kingsville tickets.**

Appeals must be made online at the [Parking Spot](#) on the Blue and Gold Connection, <http://www.tamuk.edu/bluegold>, or at the University Police Department Offices in Seale Hall within fourteen (14) calendar days beginning with the day of the citation.

- a. Notification of a hearing date will be given to an individual within 1-2 business days. It is the individual's responsibility to ensure that a hearing date has been assigned.
- b. Appear before the Traffic Appeals Board at the date/time/location the case is scheduled for hearing.
- c. The appeals decision will be posted at the [Parking Spot](#) on the Blue and Gold Connection, <http://www.tamuk.edu/bluegold>, in the individuals record. A formal letter will be mailed to the address indicated in the individuals registered address indicated disposition.
- d. 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.

- e. Failure to appear before the Traffic Appeals Board will result in the original fee being assessed, with a deadline for payment being due within fourteen (14) calendar days from the scheduled appearance before the Student Traffic Appeals Board. A late fee of \$20.00 will be assessed if not paid within the timeline given.

VI. 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.

VII. 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, and staff are responsible for regulations printed in this brochure.

VIII. IDENTIFICATION

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

IX. UNIVERSITY POLICE DEPARTMENT

- a. The University Police Department is housed at Edwards W. Seale Hall located on the corner of Armstrong Street and West Santa Gertrudis Street.
- b. The Non-Emergency Telephone number is 361-593-2611.