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| University of Nebraska Kearney |
| PARKING REGULATIONS |
| UNK Police – Parking Division |
|  |
| **Theodore Eichholz – Parking coordinator** |
| **7/13/2018** |

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| This document contains the parking rules and regulations for the University of Nebraska Kearney |

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**Parking Rules and Regulations**

**2018/2019**

**PART 1: INTRODUCTION**

Contact Information

UNK Police: 308-865-8911

Parking Division: 308-865-8367

Parking Coordinator: 308-865-8923

Location: 2501 19th Avenue

Email: parking@unk.edu

**Authorization**

The University of Nebraska Kearney (UNK), through the Board of Regents, is authorized to establish and enforce parking regulations and to levy penalties upon all UNK properties (state statute 85-310). Parking on campus is a privilege and all drivers must comply with established regulations. Vehicle laws of the state of Nebraska are applicable on campus.

**Purpose of Regulations**

The purpose of these regulations is to:

To expedite university business and provide maximum safety.

Priority given to:

1. Provide and maintain suitable campus parking, facilitate traffic flow, daily operations and emergency operations.

1. Resident parking.
2. Faculty and staff parking.
3. Commuter parking.
4. Visitor, vendor, and special event parking.

**Knowledge of Parking Regulations**

It is the responsibility of all individuals parking on the campus to read and fully understand these regulations. Lack of knowledge of these regulations will not be accepted as grounds for dismissal of citations.

**Liability**

The University assumes no responsibility/liability for damages to vehicles or theft of contents while operated or parked on University property. Police Officers do patrol parking facilities to deter theft and vandalism.

**PART 2: ENFORCEMENT**

**Times of Enforcement**

All parking regulations, except permit requirements, are in effect 24 hours a day, 365 days a year. Any reserved stall marked with a sign is restricted 24 hours. All permitted spaces are enforced 7:30 a.m. to 5:00 p.m., Monday through Friday.

These regulations become effective July 1st of each year and are subject to change if necessary to facilitate the needs of the University. When approved changes or modifications are necessary, announcements will be made in the appropriate University publication, prior to the effective date of the change, if possible.

**Stall Designation**

Parking is permitted only within marked stalls. In paved lots, stalls are designated by white or yellow lines on both sides of a stall.

Yellow zones and no parking zones are indicated by yellow paint on the curb, pavement, and/or signs.

Fire Lanes must be kept clear at all times for emergency vehicles; therefore, they are tow away zones. These areas are indicated by yellow paint on the curb, the pavement, a fire hydrant, and/or signs.

Parking Stalls may not be used as a storage area and the maximum period of time that a permitted vehicle may stay in any one stall is 14 days.

Reserved stalls: The University of Nebraska Kearney (UNK) complies with the American Disability Act and Rehabilitation Act of 2009, Section 504 which states, “no qualified individual with a disability in the United States shall be excluded from, denied the benefits of, or be subjected to discrimination under" any program or activity that either receives federal financial assistance or is conducted by any executive agency or the United States Postal Service.” Upon request in order to provide accessible parking, UNK will issue reserved parking stalls with appropriate permit to faculty and staff who have a permanent disability. The faculty and staff member requesting, a reserved stall will need to complete a form requesting a reserved stall and provide appropriate medical documentation, supporting their need to Human Resources. All documentation will be kept confidential. Once the appropriate documentation is provided to Human Resources, the employee, and the Parking Division will be notified of the approval or non-approval of the application.

If the request is approved for a reserved parking stall, a parking stall will be identified as close to the assigned building for the employee as possible. UNK Police will ensure proper signage is in place. The employee will need to purchase a parking permit that will match the appropriate number on the parking stall. If a parking permit has already been purchased, that permit will need to be traded for the appropriate reserved permit number so that it will match the sign on the parking stall. Faculty and staff members who do wish to request a reserved parking stall can continue to utilize their state issued handicap permit in the state designated parking stalls. Students are not provided reserved handicapped parking stalls as their class schedule changes each semester and as such there is no feasible way to provide reserved parking. However, an adequate number of handicapped parking stalls will be available in addition to the reserved parking stalls.

Should a faculty, staff, or student have difficulty finding handicap parking they should notify the Parking Division at 865-8367.

**Signs and Marked Areas**

It is not possible to mark with signs or paint all areas where parking is prohibited; however, the following guidelines will be strictly enforced. It is prohibited to park:

1. Without displaying a permit;
2. In reserved spaces without a proper permit;
3. In “No Parking” areas, construction sites, or spaces reserved for maintenance vehicles;
4. In a Handicap space without a proper State Handicap permit AND a University permit;
5. Blocking fire lanes, within 15 feet of a fire hydrant;
6. In loading zones, time is limited to instructions on sign;
7. On the lawn, sidewalk, crosswalk, parking lot driveways, straddling painted lines;
8. Over or adjacent to yellow curbs;
9. In areas where the permit is not valid;
10. Parking meters must have coins deposited in them. 1 (one) hour limit.

**Driver Responsibility**

1. Finding Authorized Space – The responsibility of finding an authorized space rests with the driver. Lack of parking spaces, others parking illegally, mechanical problems, inclement weather conditions or other excuses, will not be considered valid.
2. Space Availability – A parking permit **does not** guarantee the permit holder a parking space, but only an opportunity to park within a specified area.
3. Enforcement – Failure of the University to strictly enforce any parking regulation shall not be construed as a waiver for the future enforcement of the regulation.
4. Family Responsibility – An individual is responsible for citations issued to vehicles in his/her name, to his/her family or any person residing at the same home address.
5. Permit Responsibility – A parking permit signifies an individual has been granted the privilege of parking on University property. Ownership of the parking permit remains with the University. Individuals are not allowed to transfer, give or sell their permit to another individual. Possession or use of a lost/stolen or a forged permit will result in a fine, the vehicle being booted/towed, and/or loss of individuals’ parking privileges.

**Evening Regulations**

Permit parking is not enforced after 5:00 p.m. All federal, state and local laws are enforced 24 hours a day to include loading zones and reserved stalls.

**Snow Removal Lots and Snow Emergency Regulations**

There will be NO PARKING allowed in Commuter (yellow) only lots from midnight to 6:00 a.m., November 1st to April 1st.

In the event of snow during a time in which parking is allowed, a SNOW EMERGENCY may be declared, at which time there will be NO PARKING in commuter (yellow), or employee (blue) lots. Signs may be posted and Residence Halls will be notified if possible. It will be the responsibility of the owner of the vehicle to watch weather conditions and take appropriate steps.

Snow Removal Lots will be enforced during all the breaks.

**Motorcycle Regulations**

Motorcycles with a valid UNK motorcycle permit shall only park in designated “motorcycle only” areas on campus.

**Vehicle Maintenance**

Any person desiring to make other than emergency repairs on their motor vehicles may not use University property.

All vehicles on campus must be licensed with current plates and not be in disrepair.

**Special Event and Visitor Parking**

Visitors must have a UNK visitor permit to park a vehicle on campus. Visitor permits may be issued through a departments authorized person either by email or in person. UNK Police will assign an authorized person in a department to issue visitor permits on-line or check out up to 25 hangtag visitor permits to a department. Groups may also obtain visitor permits by contacting UNK Police.

Department issued paper permits: Along with the permit, the department will receive a check out list which they will complete for each permit issued. This sheet must be completed and returned to receive their next set of permits. If additional permits are needed for larger events please contact UNK Police. These permits may be issued up to three days at a time, with Month, Day, and Year written on the front of the permit.

 Events in which there will be more than 50 individuals present or larger vehicles, such as buses, on campus must be coordinated with UNK Police at least four weeks prior to the event. School buses and vans should be directed to park in Lot 20 (northwest corner of University Drive and 19th Avenue) charges may apply if traffic control or parking attendants are needed. (See below)

All Departments requesting reserved stalls should make their request in writing to the e-mail account parking@unk.edu or to UNK Police, Attention: Parking Coordinator, 2501 19th Ave, Kearney, NE 68849 at least four weeks prior to the event. Due to limited parking at the University of Nebraska at Kearney (UNK) Police maintains the right to refuse the reserving of specific stalls for guests or individuals requesting reserved parking. Once a reservation is agreed upon and it is determined by UNK Police that an event will require traffic control and or parking attendants the following charges will apply. $50.00 per hour set up/tear down fee. $5.00 per stall per day for each reserved stall. Guaranteed stalls requiring a Parking Attendant will require a $25.00 per hour, per attendant fee for a minimum of two hours. In the event that a Parking Attendant is not available and the Parking Coordinator is required to work the charge will be $50.00 per hour

UNK Police will reserve parking stalls for the Chancellor or any Vice Chancellor’s event upon request. These requests should be made in writing to the e-mail account parking@unk.edu or to UNK Police, Attention: Parking Coordinator, 2501 19th Ave, Kearney, NE 68849 at least four weeks prior to the event. Vehicles utilizing the reserved stalls will also need Guest Permits to determine their eligibility to park there.

UNK Police will send out timely notices to the University community about the events and affected lots. When possible, signs will be posted in the affected lots the day before the event.

**Special Event and Lot Maintenance**

UNK Police has the authority to temporarily close individual parking lots, driveways or other parking facilities, when necessary to accommodate the needs of the University. These include, but are not restricted to, street cleaning, maintenance, or parking for special events sponsored by or held at the University. Notices detailing the restriction, dates and time will be posted as far in advance as possible. Vehicles are not allowed in areas or spaces closed by barricades or other traffic control devices.

**University Vehicle Use**

University vehicles will be used in a manner that promotes University business in an effective manner while not endangering the safety of any individual or property. University vehicles will be classified as one of the following;

**Rental:** Any vehicle that is checked out or owned by the University to be used for travel purposes only. These vehicles must obey all federal, state and local laws. They must obey all UNK parking regulations as well.

**Service:** Any vehicles the University, Vendors/Contractors own and are used for the purpose of maintaining University business. Service vehicles will obey all federal, state and local laws to the exception of driving on the sidewalk. Service Vehicles may drive on the sidewalk when necessary in the course of business. Service vehicles must obey all parking regulations to the exception of yellow zones where they may park when it is necessary in the course of business. Service Vehicles may never block traffic lanes, handicap accessible sidewalks, fire lanes, reserved stalls, or disabled stalls.

**Emergency:** UNK Police vehicles in an emergency situation may operate according to Nebraska State Law 60-6,114. Emergency vehicles, while in the course of business, must park in an area that is considered reasonable depending on the call.

Any violation, whether a law violation or a parking violation, will be reported to the department head to whom the vehicle is owned or checked out. After sequential violations the Dean and/or Vice Chancellor will be notified of the situation. UNK Police does have the discretion to cite the driver of the vehicle for any motor vehicle violations. Vehicles parked illegally may also be cited. These charges will go on the account of individual responsible for the vehicle.

**PART 3: PARKING PERMITS**

**Definition for Permits**

1. MOTOR VEHICLE: Any motorized device by which persons or property may be transported: trucks, automobiles, motorcycles, motorized scooters, motor-bicycles, mopeds, etc.
2. EMPLOYEE: Any person that is paid by the University of Nebraska at any campus for their employment. This includes faculty as well as staff. Employee status is not dependent upon the amount of hours worked on campus. Also included are individuals paid by other entities but work here on campus on a regular basis, i.e. UNK Dining Services, Antelope Bookstore, etc...
3. STUDENT: Anyone registered at UNK or UNMC on either a part-time or full-time basis for the school year. (Academic Calendar).
4. COMMUTER: Any student not residing within a Residence Hall, or a person(s) using campus on a regular basis (not including employees).
5. RESIDENT: Any student residing within the Residence Halls.
6. VISITOR: Any person **not** currently enrolled as a Student, considered an Employee, or using the campus on a regular basis.
7. VENDOR/CONTRACTOR: Any person or business contracting business to perform specific duties and or jobs requiring completion. This includes any of their employees and or subcontracted employees that are not a student or employee of the University.

Individuals who represent more than one category, will have their primary designation determined by UNK Police.

**Issuance of Permits**

All vehicles on campus must have a valid UNK permit. Any student, employee or other person with University business who parks a motor vehicle on property owned or controlled by UNK must purchase a UNK parking permit. Parking permits may be purchased at the UNK Police Office (Facilities Building), the Finance Office (Warner Hall), or by going to your MyBlue account starting the first week of July.

**Type and Use of Permits**

1. The type of permit indicates the area where a vehicle may be parked. Areas for parking are indicated on University parking maps and in the parking areas by signs. In all cases of conflict, signs and markings should be presumed correct and will take precedence over any conflicting parking map designation. All areas not specifically designated for parking shall be considered “No Parking” zones.
2. No office or agency on campus is authorized to issue any type of parking permit without coordination and approval of UNK Police - Parking Division.
3. All permits are limited in number and are sold on a first come first serve basis.
* Administration (blue AD) permits allow parking in any parking lot. Limited to one per designated employee.
* Employee (blue FP/ST) permits allow parking in the assigned blue employee areas and the gray any valid permit lots. Employee parking areas are restricted to vehicles of those persons employed by the University. Employee permits are limited to one per employee.
* Commuter (yellow C) Permits allow for parking in the assigned yellow (commuter) areas and the gray any valid permit lots. Commuter parking is restricted to vehicles of those students living off campus or to non-students who use campus regularly. Commuter permits are limited to one permit per person.
* Resident Zone (green A or C) permits allow parking in the specifically assigned Resident areas. Zone C residents may also park in the gray any valid permit lots. Resident parking areas are restricted to vehicles of persons living in University residence halls and are restricted to specific resident parking lots. Resident permits are limited to one per resident.
* Perimeter (gray P) permits allow parking in the gray any valid lots only. Perimeter permits are restricted to vehicles of persons living in University “Zone C” Residence Halls who were not able to purchase a green permit or opt to park further. Perimeter permits are limited to one per resident. URS/URN residents **do not** qualify.
* Village Flats (yellow VF) permits allow for parking in the Village Flats community. These permits also allow for parking in the assigned yellow (commuter) areas and the gray any valid permit lots.
* Handicap Parking: The use of handicap parking spaces is restricted to vehicles with Handicap Plates, or the identification hang-tag issued to physically disabled persons by the State of Nebraska (or other states with issuing authority). A UNK permit is required on vehicles parked in these stalls. The combination of the state handicap and the UNK permit allows the individual to park in any non-reserved stall or any handicap stall on the University of Nebraska Kearney property.
* Temporary handicap permits are available to temporarily handicapped employees and students. These permits may be issued up to 60 days. This date may be extended at the discretion of the Parking Services Coordinator. To apply for a permit the individual must bring in a note signed by a physician, a physician assistant, or advanced practice registered nurse estimating the length of time the permit is needed. This permit allows the individual to park in any non-reserved stall or any handicap stall on the University of Nebraska Kearney property. Individuals needing handicap permits for longer lengths of time should apply for a state handicap permit. These permits are free to individuals who have already purchased a student, faculty, or staff permit. Individuals who do not have a current permit may purchase a temporary Day/Monthly permit (see Day/Month permits for cost) before being issued a temporary handicap permit.
* Retiree permits allow parking in any blue employee lot and the gray any valid permit lots. Retiree permits are restricted to the use on the vehicle driven by retired employees or their spouses. Retiree permits are limited to one permit per retired employee (and are not valid for spouses currently employed by UNK).
* Foundation (gold FN) permits allow for donors to the University of Nebraska Foundation be issued a donor permit at no charge. Recipients of the Foundation permit will be determined by University Foundation. The permit allows the recipient to park in any parking lot on campus. The permits are not valid in reserved stalls, or time sensitive stalls (meters must be paid). **If the recipient works on campus, or is a student, the appropriate permit must be purchased and displayed 7:30 a.m. to 5:00 p.m., Monday through Friday**.
* Monthly/Daily permits may be purchased by individuals for shorter term parking needs, lot designation will be determined at time of purchase.
* Temporary permits may be obtained at the UNK Police Office ONLY, at no cost when an employee, commuter or resident needs a temporary replacement of their regular permit.
* Visitor permits allow parking in any non-reserved stalls. Visitor permits are not valid at reserved stalls, or handicap stalls (without state permit). Visitor permits are restricted to those individuals visiting campus on a limited basis and may never be given to UNK employees or students. Visitor permits may be obtained at UNK Police - Parking Division or the Administration office and may not exceed (3) three business days. Guests may call ahead of time and have a visitor permit emailed them to you.

Departments may obtain visitor permits for their guests from the UNK Police Office (see Special Events for procedure).

* Vendor permits shall be issued to any vendor/contractors who contracts with UNK. They may **not** be issued or used by employees or students. Vendors may be denied this permit if it is found they are being misused. Vendor permits are issued at the UNK Police Office for the academic calendar year.
* UNL, UNO, & UNMC permits will be honored in the appropriate lots and must be displayed.

**Fees for Permits for the 2018-2019 Academic Year**

|  |  |  |  |
| --- | --- | --- | --- |
| Administrative Council | $230.00  | After Jan 1st | $115.00 |
| Faculty/Professional | $145.00  | After Jan 1st  | $73.00  |
| Staff | $115.00  | After Jan 1st | $58.00  |
| Residents | $130.00  | After Jan 1st  | $65.00 |
| Village Flats | $105.00 | After Jan 1st | $53.00 |
| Village Flats – 2nd Permit | $75.00 | After Jan 1st | $38.00 |
| Commuter | $105.00  | After Jan 1st  | $53.00  |
| Perimeter | $75.00  | After Jan 1st  | $38.00  |
| Motorcycle 20.00 if another annual permit is purchased) | $45.00  | After Jan 1st  | $23.00  |
| Monthly | $50.00  | Daily | $5.00  |
| Visitor | Free |   |   |
| Vendor | Free |   |   |

ALL PERMITS EXPIRE JUNE 30th of each year.

**Permit Refunds**

Permits are refundable from date of sale to January 30th of the following year. Refunds decrease in value every month.

1. Permits must be returned to the UNK Police Office to apply for a refund.
2. Lost permits will not be refunded.
3. Motorcycle permits will not be refunded.
4. Semester permits will not be refunded.
5. All UNK parking fines and fees must be paid before a refund request is made and the disbursement of funds is allowed.
6. Checks for refunds will come from the Finance Office and may take six to eight weeks.

**Exchanging Permits**

Permits may be exchanged at no cost if: Due to manufacture defect, or owner has changed residence from a Zone C to a Zone A permit.

Permit exchange may cost when the permit price is different, i.e. Perimeter to Zone C.

**Placement of the Permit**

To be valid, a hanging permit must be hanging from the rear view mirror. A static cling permit must be attached to the lower inside front windshield on the driver side. The entire permit must be facing outward and completely visible. Altered or defaced permits will be considered invalid. Motorcycle permits will be placed on the right front fork.

**Multiple Vehicle/Permit Use**

Employees and Students who purchase a parking permit may transfer the permit to any vehicle registered to the permit. No vehicle can be registered to more than one permit. The individual who purchases the permit will be responsible for parking violations by any vehicle bearing the permit.

**Falsification of Registration Forms**

The falsification of information on registration forms may result in the revocation of parking privileges. Each case will be considered on an individual basis.

**Theft or Loss of Permits**

The theft, loss or damage of a parking permit must be reported to the UNK Police Office immediately upon discovery. Any citation issued to a permit before being reported to UNK Police is the responsibility of the individual assigned to the permit.

After a report has been filed, a lost or stolen permit will be replaced for a fee of $5.00, the second time at a fee of $10.00, more than two times, full price of the permit. Recovered lost or stolen permits must be returned to the Parking Services as soon as possible. Vehicles bearing permits with the lost, stolen, or damaged status will be towed.

**PART 4: FINES, SANCTIONS, AND APPEALS**

**Parking Violations and Fines**

1. Individuals purchasing a parking permit will be held responsible for any non-moving violations by any vehicle bearing that permit.
2. Any vehicle not registered to a permit which receives a citation will be assigned to the employee or student listed as the registered owner or who has the same home address as the registered owner with the Department of Motor Vehicles in their respective state.
3. **FINES ARE DUE UPON ISSUANCE OF THE VIOLATION. FINES DOUBLE IF NOT PAID WITHIN 14 DAYS OF THE DATE THE VIOLATION IS WRITTEN. (DAY ONE IS THE DATE THE VIOLATION IS WRITTEN)**
4. Fines may be paid through your “MyBlue” or in person at the UNK Police Office in the Facilities building or sent to: UNK Police - Parking Division, 2501 19th Ave., Kearney, NE 68849.

**Schedule of Fines**

|  |  |  |
| --- | --- | --- |
| a. | Expired Meter | $10.00  |
| b. | No Permit | $25.00  |
| c. | Improperly/Not Displayed 2nd+ | $5.00  |
| d. | Reserved Area | $25.00  |
| e. | Unauthorized Area | $25.00  |
| f. | Improperly/Not Display 2nd+ | $5.00  |
| g. | Loading Area | $15.00  |
| h. | No Parking Midnight to 6:00 a.m. | $15.00  |
| i. | Not in Marked Stall | $15.00  |
| j. | All Other Violations | $15.00  |
| k. | Yellow Zones | $50.00  |
| l. | Blocking Drive or Other Vehicle | $50.00  |
| m.  | Parked on or Blocking Sidewalk | $25.00  |
| n. | Parked on Grass | $25.00  |
| o. | No Parking Anytime | $50.00  |
| p. | Fire Lane or Fire Hydrant | $50.00  |
| q. | Boot Fee | $50.00  |
| r. | Stolen/Forged/Altered Permit | $100.00  |
| s. | Handicap Stall | $100.00  |
| t. | Administrative Fee/Tow/Boot | $10.00  |
| u. | Storage Fee (per day after 48 hours) | $1.00  |
| v. | Large Boot Fee | $350.00  |
| w | Small Boot Fee | $150.00  |

**Parking Sanctions**

1. Students delinquent in the payment of parking violations will have a hold placed on their University account which may prohibit them from receiving their grades, registering for classes, or receiving their diploma. University employees and students with unpaid parking violations will not be allowed to purchase a parking permit.
2. A person using a forged/altered parking permit, in possession of lost/stolen parking permit, or found to be a “habitual violator” may be denied permission to park or operate a motor vehicle on property owned or controlled by UNK.

**Impoundment of Vehicle**

UNK Police is authorized to remove and impound at the owner’s expense, motor vehicles from University property under the following circumstances:

1. When a vehicle is unattended or left under circumstances that indicate it has been abandoned (abandoned shall mean any vehicles left mechanically unsound, expired license plate or left without a permit for more than 24 hours).
2. When a vehicle is parked illegally in a disabled space.
3. When a vehicle is parked illegally in a University reserved space.
4. When a vehicle displays a parking permit that has been reported lost or stolen.
5. When a vehicle displays a forged or altered parking permit.
6. When a vehicle is parked in a fire lane, fire hydrant, blocking a drive or sidewalk.
7. When it is deemed necessary for the administration of University business, construction, snow emergency, special events, etc..
8. When a vehicle is parked in an area designated NO PARKING MIDNIGHT TO 6:00 A.M., November 1st through April 1st.
9. When a vehicle is determined to have four (4) or more unpaid parking violations against it.
10. When a vehicle is left unattended in the same parking space in excess of 14 days.
11. Impounded vehicles will be held until all outstanding violations and charges have been taken care of (paid/appealed/coupon/void). All other charges are not subject to appeal; (See Disposal of Vehicle).

**Tow Charge:** The charge for tow and impoundment will be left up to the individual tow company. Special equipment or circumstances may increase the charge. A show-up fee will be charged and the individual tow company will set the amount. **Tow charges are not subject to appeal.**

**Boot Fee:** The charge for putting on a boot is $50.00. If payment is not received within 48 hours, or the boot is tampered with the vehicle will be towed. (See tow charge) **Not subject to appeal.**

**Administrative Fee:** Administrative fee of $10.00 is charged when any vehicle is towed or booted. **Not subject to appeal.**

**Storage Fee:** Any vehicle impounded, will be charged a storage fee of $1.00 per day, if fees are not paid within 48 hours of impoundment by boot or tow. Fee will originate from the original boot/tow date. **Not subject to appeal.**

**Impoundment:** A vehicle is deemed to be impounded when UNK Police has initiated the towing process. All fees associated with the tow will be assessed at this point. Unauthorized removal of an impounded vehicle or its contents may be grounds for revocation of parking privileges and could result in criminal charges being filed.

**All tows, boots and additional charges will be paid during business hours with cash only at the UNK Police Office. All additional fees (tow/boot and administrative) are not subject to appeal.**

**Disposal of Vehicles:** Impounded vehicles not claimed by their owner within 60 days will be considered abandoned and will be disposed of as per provisions of state law. Nebraska state statute 60—1903.

**Coupon - Improper Display/and or Not Displayed**

Upon purchasing a yearly permit 1 (one) citation may be credited as a warning for the violation of “Improper Display/Not Displayed” parking. These are for vehicles who receive a “Improperly Displayed/Not Displayed” Citation when they were parked in a lot which their permit is valid. The vehicle the citation was issued to must be registered to the permit in order for the coupon to be used. These violations must be brought to UNK Police within 14 (fourteen) calendar days of the date the violation was written. Subsequent violations for Improperly Displayed/Not Displayed at a reduced fine of $5.00.

**Appeal Procedure**

Employees, students and visitors wishing to appeal a parking violation must file an appeal with Parking Services within 14 (fourteen) days from the date the violation was written. Parking appeals will not be accepted after the 14th (fourteenth) day.

Appeals may be made online at <https://unkpd.aimsparking.com/>.

Student appeals will be forwarded to Student Court. Employees and Guest appeals will be heard by the Faculty/Staff Appeals Committee.

**The decision of the Appeals Committee and Student Court are Final.** Citations in appeal will not double until five days after notification of the appeal if it is past the original 14 day period. Paid citations are not eligible for appeal or reimbursement. Notification of the appeal will be made to your UNK e-mail when possible.

**Comments and Concerns**

Comments, concerns, or complaints regarding the University parking program rules and regulations should be addressed in writing to UNK Police for their review. UNK Police will review comments and a response will be provided to the sender when appropriate.

**PART 5: TRAFFIC RULES**

**Traffic Regulation**

1. Traffic laws, as provided by the Nebraska Revised Statute, shall apply on University property.
2. Unless otherwise indicated, the maximum speed for motor vehicles on University property is 15 miles per hour.
3. No person shall operate a motor vehicle at a greater speed than is reasonable and prudent under existing conditions.
4. Driving on grass or sidewalks is prohibited at all times.
5. Exceeding the speed limit or otherwise operating a motor vehicle in a reckless manner is grounds for revocation of parking and driving privileges on University of Nebraska Kearney property.
6. Motor vehicle accidents, which occur on University property, should be reported to UNK Police. Accident reports are available upon request for insurance purposes. Accident reports should be ready 5 (five) business days after the accident has been reported. Anyone other than the driver or registered owner will be charged $2.00 per report.
7. Motorcycle and motorbikes, including mopeds, shall be operated on motor vehicle thoroughfares.

**Traffic Violations and Penalties**

The driver of the vehicle shall be responsible for all moving traffic violations. Moving traffic violations or criminal citations are adjudicated through the appropriate court system.

**Skateboarding, Bicycles, Roller Blades Etc…**

The use of skateboards, bicycles, scooters and roller blades will be allowed on the UNK campus by those associated with UNK, and then **only** as a means of transportation.  Anyone using skateboards, bicycles, scooters or roller blades on UNK property shall give right of way to pedestrians and will travel at a reasonable and prudent speed. The use of skateboards, bicycles, scooters and roller blades is prohibited within 25 feet of any building entrance, any sidewalk around the Nebraska Student Union and Health and Sports Center and inside any building on campus.  Recreational rollerblading, skateboarding bicycling and riding scooters is prohibited.  Recreational activities include performing acrobatic stunts of any type.  It also includes using any bench, table, stair or similar object as a platform for these recreational vehicles. While transportation on the hike-bike trail is encouraged, use of skateboards, scooters, bicycles, and roller blades for other transportation across the UNK campus by those not associated with UNK is considered trespassing.

Skateboarders, rollerbladers, scooter holders, and bicyclists are responsible for any damage or injury (including to themselves) they may cause on the UNK campus. This may include holding the parents of underage participants liable. The University will assume no responsibility for any injury or damage caused by skateboarders, rollerbladers, scooter holders, and bicyclists. UNK students violating this policy may be referred to the UNK Conduct System for appropriate action in addition to being charged with a criminal offense if the situation warrants.  Non students causing damage to UNK property of injury may be dealt with through civil and/or criminal court.  Any non-student found skateboarding, rollerblading, or riding a scooter in violation of this policy will be given a verbal warning to the rules and issued a trespassing warning. If the situation is warranted, they may also be banned from all UNK property. Any future violations will result in the confiscation of the skateboard, rollerblades or scooter, a ban being issued or trespassing charges being issued.

Bicyclist and scooter operators are required to use the storage racks located throughout the UNK campus. Bicycles and scooters cannot be attached to trees, posts, signs, stairwells, railings, or handicapped ramps. Bicycles or scooters found secured to any object other than a bike rack or laying on the ground are subject to confiscation by UNK Police and/or UNK Facilities. They will be held by UNK Police for a minimum of 60 days. If left unclaimed, bicycles and scooters will be sold at auction or given to charitable organizations.

For this policy the term “scooter” will refer to all push or pedal style scooters. Motorized scooters will be considered the same as motorcycle and must follow all motor vehicle laws and UNK Parking Regulations.