

UNIVERSITY OF NEBRASKA KEARNEY

# PARKING REGULATIONS

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UNK Police – Parking Division

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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 2023/2024

### **PART 1: INTRODUCTION**

#### **Contact Information**

UNK Police: 308-865-8911

Parking Division: 308-865-8367

Parking Coordinator: 308-865-8923

Location: 2501 19<sup>th</sup> Avenue

Email: [parking@unk.edu](mailto: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 (Nebraska State Statute 85-106). Parking on campus is a privilege and all drivers must comply with established regulations. Vehicle laws of the state of Nebraska are also 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.
2. Resident parking.
3. Faculty and staff parking.
4. Commuter parking.
5. 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.

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.

## **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.** Permitted spaces are enforced 7:30 a.m. to 5:00 p.m., Monday through Friday.

Lots 3 and 4 (Including the metered section), are free and open to the general public after 2:00 p.m., Monday through Friday.

### **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.

Fire Lanes and No Parking Zones must be kept clear at all times for service / emergency vehicles; therefore, they are tow away zones. These areas may be 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: These stalls are marked with a sign and are reserved for the individual, group, or time marked on the sign. These stalls are reserved as marked 24 hours a day, 7 days a week.

Camping / Staying overnight: UNK does not allow for sleeping or living in any motor vehicle or other items designed for that purpose. This also includes campers, motorhomes, and tents.

Trailers: UNK does not allow for the parking of personal trailers.

Handicap stalls: The University of Nebraska Kearney (UNK) complies with the American Disability Act and Rehabilitation Act of 2009, Section 504. To park at a UNK accessible parking spot, a UNK issued handicapped permit is required. Individuals with physical disabilities may purchase a permit valid for use in an area reserved for the exclusive use of disabled individuals by presenting UNK Parking Division a current state-issued handicapped permit authorization.

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 the Office of Compliance. All documentation will be kept confidential. Once the appropriate documentation is provided to the Office of Compliance, the employee, and the Parking Division will be notified of the approval or non-approval of the application.

Students are not provided individual reserved handicapped parking stalls as their class schedule changes each semester and as such there is no feasible way to provide individual 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.

Electrical Vehicle Charging: May only be conducted at authorized stalls. Currently charging stations are in Lots 8, 11, and 20. Use of a light-pole, generator, or other extension cord is prohibited.

### **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 the proper authorization;
3. In “No Parking” areas, construction sites, or spaces reserved for maintenance vehicles;
4. In a Handicap space without a State/University 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, decorative brickwork, or 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 or use the UNK mobile app. Coin use has a maximum acceptance of 2-hours.

### **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.

### **Snow Removal Lots and Snow Emergency Regulations**

There will be NO PARKING allowed in Lot14A from midnight to 6:00 a.m., November 1<sup>st</sup> to April 1<sup>st</sup>. Snow Removal Lots will be enforced during all weekends, holidays, and breaks.

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 residential (green), 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.

### **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 repairs on their motor vehicles, other than emergency repairs, may not use University property.

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

### **Special Event and Visitor Parking**

All visitors must have a UNK visitor permit to park a vehicle on campus. Visitor permits may be issued through a Department's 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 permits, the Department will receive a check-out sheet 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 shall be directed to park in Lot 29 (South of Health Sports Center on 15<sup>th</sup> Ave) 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](mailto:parking@unk.edu) or to UNK Police, Attention: Parking Coordinator, 2501 19<sup>th</sup> Ave, Kearney, NE 68849 at least four weeks prior to the event. Due to limited parking at the University of Nebraska at Kearney (UNK), 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 may 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 send out timely notices to the University community about the events and affected lots. When possible, signs will be posted in the affected lots prior to 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.



## UNK Home Football Games

UNK parking lots 5, 11, and 12 will be reserved and specially permitted for game attendance parking only and other university allocation. (e.g., ADA parking and Loperville)

Regular UNK Residential (Green) and Employee (Blue) parking permits purchased for the academic year are not valid for the days that UNK football games are held on campus. If you are a student who lives on campus, you'll be allowed to park on campus, but must move your vehicle from Lots 11 and 12 at least 8 hours prior to start of game or will be subject to citations and/or towing. This includes the ADA stalls in Lot 12. **All citations and/or towing fees are the sole responsibility of the individual registered to the vehicle.**

## 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.

**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 not 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, will 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 number 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, this includes on-line students. (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 Human Resources or UNK Police. Student and Employee status supersedes Vendor, Visitor, or Foundation status and will be required to purchase the student or employee permit.

### **Issuance of Permits**

**All vehicles on campus must have a valid UNK permit**, including those parked in “visitor” stalls. 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.

- Permit decals must be properly displayed affixed to the lower driver's side windshield on the interior of window glass so entire permit is visible from outside the vehicle.
- Permit hangtags must be hung from the rearview mirror with the permit information displayed visible from outside the vehicle.

### **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.**
  - Residential (Green R) permits allow parking in the specifically assigned Resident areas. Residential permit holders 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 permit lots only. Perimeter permits are restricted to vehicles of persons living in University east of the Kearney Canal. Residents 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 for Perimeter permits.**
  - 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.
  - Retiree (Blue RE) 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.** Retiree permits are not valid for spouses currently employed by UNK or if the retiree returns to work for 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.**

- University Village (Blue UV) permits allow for parking at the designated University Village building (listed on the permit) or in UNK gray lots. Recipients of these permits are based on living in one of the University Village buildings.
- 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) **AND** a valid UNK permit. 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 90 days. This date may be extended at the discretion of the Parking 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 **must** purchase either a regular permit or a Day/Monthly permit before being issued a temporary handicap permit.
- 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 proper authorization). 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.

Departments have the authority to issue electronic permits for guests. These are individuals who have been given authorization by UNK Police for this purpose.

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 to or used by employees or students even if the employee/student works for the contractor. 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 fiscal calendar year.
- UNL, UNO, & UNMC permits will be honored in the appropriate lots and must be displayed.

### **Fees for Permits for the Academic Year**

Fees are subject to change with the approval of the University of Nebraska Board of Regents. See separate permit fee chart for specific year desired.

**ALL PERMITS EXPIRE JUNE 30<sup>th</sup> of each year.**

### **Permit Refunds**

Permits are refundable from date of sale to January 30<sup>th</sup> of the same academic 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. Permits purchased after January 1<sup>st</sup> will not be refunded.
6. All UNK parking fines and fees must be paid before a refund request is made and the disbursement of funds is allowed.
7. Reimbursement 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 a manufacturing defect.

Permit exchange may incur a cost when the permit price is different, i.e., Perimeter to Residential.

### **Placement of the Permit**

To be valid, a hanging permit must be hanging from the rear-view mirror. A static cling permit must be placed on the lower inside front windshield on the driver side. The entire permit must be facing outward (So legible from outside the vehicle) and completely visible. Altered or defaced permits will be considered invalid. Motorcycle permits will be placed on or near 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. Only one registered vehicle may be on campus at any given time.

### **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 UNK Police as soon as possible. Vehicles bearing permits with the lost, stolen, or damaged status will be booted/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”, in person at the UNK Police Office in the Facilities building, or sent to: UNK Police - Parking Division, 2501 19<sup>th</sup> Ave., Kearney, NE 68849. When paying at the office, fines must be paid in cash or check. The office does not accept card payments.
5. **Boot/Tow, Administrative, and insufficient fund fees must be paid in cash at the office.** These fines do not show in the individual’s MyBlue account due to this.
6. **UNK Police reserves the right to refuse excessive loose coin payments...generally anything more than \$10, pennies in excess of \$1.00.**

**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 (30-minute sign)	\$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 (damaged/stolen)	\$350.00
w.	Small Boot Fee (damaged/stolen)	\$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 by towing or wheel lock 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 revoked, 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 parked in a designated UNK Game Day lot.
9. When a vehicle is parked in an area designated NO PARKING MIDNIGHT TO 6:00 A.M., November 1<sup>st</sup> through April 1<sup>st</sup>.
10. When an account is determined to have four (4) or more unpaid parking violations against it. **This does not have to be all against the same vehicle, just the responsible account.**
11. When a vehicle is left unattended in the same parking space in excess of 14 days.



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).

Impounded vehicles will be towed by a bonded wrecker service or immobilized by UNK Police. The cost of impoundment will constitute a lien against the vehicle, with the owner/operator being liable for costs of towing and storage or release from immobilization devices. All immobilized vehicles that have not been released after 48 hours will be towed, unless arrangements have been made with UNK Police.

All vehicles immobilized with a wheel lock shall have a notice on the driver's side door. This notice shall indicate the procedure necessary to release the vehicle from impoundment.

Immobilization charges must be paid, in cash, to UNK Police for vehicles that have been immobilized. Vehicles immobilized will be held until all UNK parking penalties and/or fees are paid, including any citation for violation at the time the vehicle is immobilized.

Wheel locks may not be used in all cases; during inclement weather, on vehicles with over-sized tires, when use of the wheel lock may damage rims, or when all wheel locks are already in use.

**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 may be towed. (See tow charge) **Not subject to appeal.**

**Any attempt to remove a vehicle boot will result in further fines and possible criminal charges for damage to UNK property.**

**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 booting/towing process. All fees associated with the boot/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, with cash only, during business hours at the UNK Police Office, 2501 19<sup>th</sup> Ave.**

**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 Void - 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 an “Improperly Displayed/Not Displayed” citation when they were parked in a lot which their permit is valid. The vehicle on which the citation was issued to must be registered to the permit 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 will receive a reduced fine of \$5.00.

### **Appeal Procedure**

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

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

Student appeals will be forwarded to Student Court. Employee and Guest appeals will be heard by the Faculty/Staff Appeals Committee. Neither of these committees will meet with the offender.

**The decision of the Appeals Committee and Student Court are Final.** Citations in appeal are placed on hold and 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/Concerns/Complaints**

Comments, concerns, or complaints regarding the University parking 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.
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 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. Motorcycles and motorbikes, including mopeds/scooters, shall be operated on motor vehicle thoroughfares and parked in designated motorcycle parking stalls.

### **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, push scooters and roller blades will be allowed on the UNK campus by those associated with UNK. 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. **Other prohibited activities include performing acrobatic stunts of any type.** This includes using any bench, table, stair or similar object as a platform. While use of the hike-bike trail is encouraged, the use of skateboards, scooters, bicycles, and roller blades for purposes other than transportation across the UNK campus by those not associated with UNK may be 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 or to 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 or 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 and/or trespassing charges being filed.

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.