

GENERAL PROVISIONS

The EPCC Police Department welcomes all students, faculty, staff and employees of vendors to El Paso Community College District. It is our intent to promote safety; therefore, we are providing the following regulations concerning all vehicles driven and parked on any El Paso Community College District property, authorized by Board Policy 5.01.03. All members of the college community are urged to familiarize themselves with these rules and regulations and cooperate in respecting them. These rules and regulations are supplementary to the Statutes of the State of Texas.

VEHICLE REGISTRATION

Students, faculty, staff and employees of vendors, full-time and part-time who operate and park a vehicle(s) on campus will register their vehicle with the EPCC Police Department, receive a parking permit(s) upon presentation of a payment receipt from the Cashiers, and a completed vehicle registration application. Online students, distance education, Ft. Bliss students, and others who plan to be on campus as needed, will also need a parking permit. Ft. Bliss students will need to comply with the Post access requirements.

The Vehicle Registration application must be completed in its entirety. Individuals with outstanding citation(s) must pay for the citations first and be cleared; the parking permit(s) will then be processed and issued. Information provided must be accurate and verifiable.

Additional vehicle(s) being registered must belong to the student or employee, or a member of his or her immediate family, living in the same household.

Parking permit(s) will be issued to the vehicle(s) being registered, and must not be used on any other vehicle(s) not registered with the EPCC Police.



There will be a grace period of seven (7) calendar days from the first day of classes for the fall, spring, and summer semesters before enforcement of parking permits begin. For classes that overlap semesters to include power pack, mini-semester, and others, the parking permit for the latest semester will be issued. Parking permits will be enforced seven days of the week.

EXEMPTION FROM THE VEHICLE REGISTRATION AND FEES

Those individuals who do not drive and park a vehicle on College property do not have to register their vehicle.

Those individuals who are visitors may park in visitors designated parking and do not have to register their vehicle.

PARKING PERMIT FEES

Period	Students	Faculty & Staff
All Year (Sept.1-Aug. 31)	\$25	\$25
Semester	\$15	\$15

ADDITIONAL VEHICLE(S)

For each additional vehicle being registered, the same fee paid for the initial vehicle will be charged. If a person paid \$15 for the initial vehicle and also registers a second vehicle, the total cost would be \$30.

LOST OR STOLEN PARKING PERMIT

The same fee paid for the lost or stolen permit.

REPLACEMENT PARKING PERMIT

Replacement parking permit may be obtained free of charge by turning in the old parking permit to the EPCC Police. Replacement vehicle information is necessary to receive the replacement parking permit, i.e. license plate number, make, model, etc.

PLACEMENT OF PARKING PERMIT

The parking permit is an inside windshield type sticker. It must be affixed on the windshield six (6) inches above the dash board on the passenger side, according to instructions furnished with the permit. All motorcycles will be issued bumper type parking permits. Remove all expired EPCC parking permits, so only the current permit is displayed visibly.

VEHICLE INFORMATION UPDATE

License plate numbers may change from time to time, so it is the responsibility of each individual to update this information with the EPCC Police.

REFUNDS

Vehicle registration fee is a non-refundable fee.

EXEMPTION FROM FEES

Continuing Education (CE) students enrolled for 47 class hours or less will register their vehicle and receive a free C/E pass for the duration of their class session.

Individuals who qualify under the Americans with Disabilities Act (ADA) of 1990, Purple Heart recipients, and Disabled Texas Veterans will register their vehicle(s) and receive a free parking permit(s) when documentation of proof is presented and verified by the Campus Police. A limit of two (2) free parking permits will be issued to each individual.

COLLEGE EMPLOYEES WHO ARE STUDENTS, AND WORK STUDIES

College employees who are also students will register as

college employees. Staff scholarship may not be used to pay for the vehicle registration fee.

Work studies will register their vehicle(s) as students.

TEMPORARY PARKING PERMITS

Temporary parking permits are available at any EPCC Police office to individuals with a current parking permit who might need a temporary pass for a loaner or rental motor vehicle. A limit of three (3) temporary parking passes may be issued to an individual during the current parking permit period. If a loaner vehicle is going to be used for a period longer than four (4) weeks, an additional parking permit must be purchased.

Departments may request temporary parking permits from the EPCC Police for their guests and visitors, 48 hours prior to their campus activity or function. Other parking arrangements or requests can be made the EPCC Police, depending on the number of community participants expected.

VISITORS

Visitors may park at designated visitor parking at each campus. They may also obtain a temporary parking permit if they will be visiting the campus on a regular basis, i.e. library user, par course user, etc., allowing parking at the student parking areas. A semester parking permit for student parking may also be requested to the Police Department for approval. The visitor may then pay the appropriate fee, and present the payment receipt to the EPCC Police for the parking perm. The visitor may not park in the visitor parking as long as the parking permit is on the vehicle. If a visitor receives a citation, the citation may be mailed in according to the instructions on the back of the ticket, or drop it off at any EPCC Police office.

PARKING AREAS - GENERAL AND DESIGNATED

General Parking

White striped parking areas are for students

and the general public.

Faculty and Staff Parking

These parking areas are designated by clearly posted signs for both full-time and part-time faculty and staff.

Disabled Parking

Clearly posted signs in these designated areas are for the disabled. A state issued current placard or license plate must be displayed visibly by the person whom the State issued parking privilege was granted. Students, faculty, and staff, must also display a current EPCC parking permit In addition to the disabled placard or license plate.



Service, Police, Loading/Unloading, College Vehicles, and Other Designated Parking

These parking areas are clearly marked and special permit or authorization is required. Permits are strictly enforced daily.

SPEED LIMIT ON CAMPUS

The speed limit on College property is 20 M.P.H (unless otherwise posted).

Pedestrians always have the right of way and special caution must be exercised in high pedestrian areas.

No careless or reckless driving is permitted. Traffic accidents occurring on EPCC District property should be reported to the Campus Police at 831-2200. Accidents in which damage to a vehicle is over \$1,000, or an injury occurs, must be reported to the State.



PROTECT YOUR VEHICLE

- Help us protect your vehicle and personal property:
- Use a club or crime prevention device to protect your vehicle
- Remove all items or valuables from sight
- Make sure the vehicle is properly secured
- Do not leave the keys in the vehicle or vehicle idling
- Park in well-lit areas at night
- Report suspicious actions to 831-2200

EL PASO COMMUNITY COLLEGE ASSUMES NO LIABILITY FOR THEFTS OR DAMAGES OCCURRING ON COLLEGE PROPERTY.

Your compliance to campus traffic and parking regulations is vital. Please do your part to promote safety, and voluntarily comply with these regulations while driving and parking on any El Paso County Community College District property. We thank you for your assistance in making El Paso Community College a safe place for all of us.

PARKING AND TRAFFIC VIOLATIONS, TRAFFIC FINES AND ADMINISTRATIVE SANCTIONS

The regulation of traffic enforcement by the EPCC Police Department within the El Paso County Community College District consists of the following categories: Parking Violations and Moving Violations.

PARKING VIOLATIONS

The parking violations and their appropriate fines include, but are not limited to:

Minor Violations	\$10
Red Zone Parking	\$25
Loading Zone Parking	\$25
Crosswalk Parking	\$25
Fire Hydrant Parking	\$30
Handicapped Parking	\$193
Visitor Parking	\$20
Stop or Park at Sidewalk	\$20
Parking in Yellow or Striped Zone	\$20
College Vehicles Parking Only	\$25
Display Expired License Plate	\$20
Illegal Parking (not a parking space)	\$20
Improperly Parked (taking two spaces)	\$20
Boot Removal	\$25
Faculty and Staff Parking	\$30
No Parking Permit	\$50
Expired Parking Permit	\$50
Displaying (old) Expired Parking Permit(s)	\$20
Parking Permit Improperly Displayed	\$20
Expired Temporary Parking Pass	\$20
Parking Permit on Wrong Car	\$25
Fraudulent Use of Stolen Parking Permit	\$25
Tampering With Enforcement Device	\$55
Littering	\$25

MOVING VIOLATIONS

Moving violations will be enforced with a warning or a citation being issued by the officers. Moving violations and fines include, but are not limited to the following:

Moving Violations/Other	\$25
Failed to Stop at Stop Signs	\$35
Failure to Yield Right-of-Way	\$25
Reckless Driving	\$45
UNR-Child 1 -Safety Seat Required-under 4 yrs. 36"	\$35
UNR-Child 2 - Safety Belt Required - 4 yrs. - 17 yrs.	\$35
Driving on Sidewalk	\$25
Failed to Yield at Intersection	\$25
Speeding – Unsafe	\$25
Striking Unattended Vehicle	\$25
Failed to Use Due Care at Pedestrian Zone	\$25
Illegal Turn	\$25
Driving One Way	\$25
Speeding at School Zone	\$35

Driving in the Wrong Direction of Arrow	\$25
Leaving Child Unattended in Vehicle	\$25
Operate Motorcycle Without Head Gear	\$25

DUE PROCESS

Upon receipt of a parking or traffic violation citation, the recipient of the citation has ten (10) work days to make payment or request to appeal the citation.

A. Citation payment is made at any Campus Cashier Office. The citation(s) must be submitted to the cashier with payment.

B. Individuals requesting an appeal of a citation should complete a "Traffic/Parking Citation Appeals" form within ten (10) work days from the date of the citation. The completed form must be returned to the EPCC Police Department; a hearing date will then be assigned. For additional information, refer to College procedure 5.01.02.14, Traffic Court Committee and Traffic Court Appeal Process.

Failure to pay a citation(s) will result in one or all of the following:

- A. Students
 - 1. Prohibited to register
 - 2. Have official records withheld
 - 3. Tow of vehicle at owners expense
- B. Employees
 - 1. A non-payment notice will be sent to the employee and the employee's supervisor 30 calendar days after the citation has been issued. A final notice will be sent to the employee, the employee's supervisor, and the employee's vice president 30 calendar days after the issuance of the first non-payment notice.
 - 2. Administrative actions may include:
 - a. Counseling Record
 - b. Written Reprimand
 - c. Performance Evaluation Notation
 - d. Non Re-Employment
 - e. Other Disciplinary Actions
 - f. If the employee is also a student, action (A) will also apply.
 - 3. In addition, failure to properly resolve citations can result in suspension or revocation of all campus parking privileges and removal or booting of the employee's vehicle from EPCC property at owner's expense.

C. Visitors who receive a citation on any College campus can take the citation to any EPCC Police Department Office or the Traffic Office at the Valle Verde Campus and request the citation be voided. Or they can mail the ticket to the EPCC Police according to the instructions on the back of the ticket.

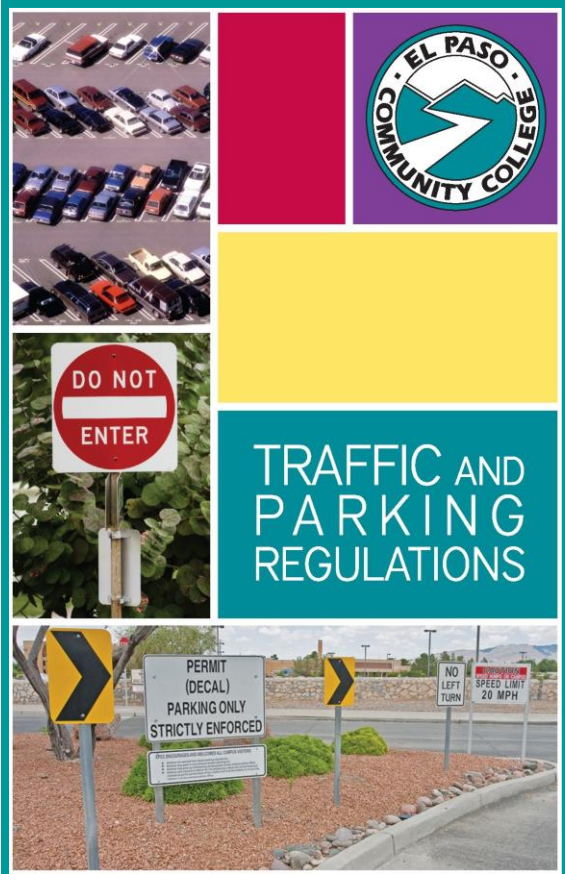
DO:

- Remove all old and expired EPCC parking permits
- Use EPCC parking permit for vehicles registered with EPCC Police only
- Park in marked parking spaces only
- Be considerate of others while driving

Buckle up

DON'T

- Park in yellow or striped zones, fire lanes, or reserved areas
- Tape or improperly affix the parking permit
- Misuse disabled parking
- Use a previous citation
- Park in front of residential homes



TRAFFIC AND PARKING REGULATIONS

TWENTY-FOUR HOUR EMERGENCY PHONE: 831-2200

EPCC POLICE NON-EMERGENCY PHONE: 831-2898

EPCC POLICE TRAFFIC OFFICE

Valle Verde	Room C110	Phone 831-2867
Rio Grande	Room 100	Phone 831-4744
(Stanton Bldg. 1100 N. Stanton)		
Transmountain	Room 1070	Phone 831-5041
Northwest	Room 14	Phone 831-8935
Mission Del Paso	Room A114	Phone 831-7006

The Best Place to Start

El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age or disability, veteran status, sexual orientation, or gender identify.