

# FACILITIES MANAGEMENT DEPARTMENT

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## PARKING RULES AND REGULATIONS

Please help keep All County parking lots and garages safe and efficient by following 9 important rules:

1	Do Not Speed	Always Drive Under The Speed Limit (< 10 MPH)
2	Do Not Ignore Traffic Signs	Please Obey All Directional Signals and Signage
3	Do Not Pass In Front Of Pedestrians	Protect Others By Offering Them The Right Of Way
4	Do Not Park On Or Over The Lines	Always Align Vehicle Properly, No Double Parking
5	Do Not Drive While Distracted	Hands Free Devices Permitted Only, Be Attentive
6	Do Not Park In Unauthorized Areas	Remember, It is Not A Space If There Are No Lines
7	Do Not Share Your Permit Or Access Card	<b>Do not lend or share your assigned parking permit or access card.</b>
8	Do Not Turn Without Signaling	Give Others An Indication That You Are Turning
9	Do Not Hesitate To Report Issues	If You See Something Is Not Right, Contact FMD Security Division @ 512-854-5555 24/7

### Parking Enforcement

All employees working in the CBD (downtown) are required by Parking Policy (approved by Commissioner's Court in 2014) to register their vehicles in the Parking Management (PM) database in order to park at the County's garages and lots. Go to Travis Central and click on the Parking tab located under Quick Links and complete the application. The last click on the form will send it directly to Parking's email account. This application may also be used by current employees to update vehicles or license plates. A license plate that is found in a zone that is **not** recorded with the PM database is considered a violation.

If the vehicle is found in violation, the operator will be asked to take corrective action immediately. Repeat offenders can lose parking privileges indefinitely. The basic enforcement procedure conducted when addressing repeat violators is:

- 1<sup>st</sup> Violation – citation from the Parking Coordinator
- 2<sup>nd</sup> Violation – citation and email sent to his or her immediate supervisor
- 3<sup>rd</sup> Violation – citation and banning employee from County parking facilities indefinitely

***Towing is enforced after the 3<sup>rd</sup> violation.***

**Safety violations are not the same as Parking violations. Employees may lose parking privileges based on the number or severity of any Safety violations.**

Assigned Permit: \_\_\_\_\_ Assigned Parking: \_\_\_\_\_

Questions or Comments? Send email to [parking@traviscountytexas.gov](mailto:parking@traviscountytexas.gov) or call 512-854-5287